



**AGENDA
REGULAR MEETING
FREEPORT CITY COUNCIL
MONDAY, JULY 15, 2019 at 6:00 P.M.**

Mayor:
Troy Brimage

Council Members:
Ken Green
Brooks Bass
Sandra Loeza
Roy Yates

City Manager:
Timothy Kelty

THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, WILL MEET ON MONDAY, THE 15th DAY OF JULY 2019, AT 6:00 P.M., AT THE FREEPORT POLICE DEPARTMENT, MUNICIPAL COURT ROOM, 430 NORTH BRAZOSPORT BOULEVARD, FREEPORT TEXAS FOR THE FOLLOWING PURPOSES:

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

INVOCATION AND PLEDGE OF ALLEGIANCE: (Council Member)

CITIZENS' COMMENTS:

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

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

1. Certificate presentation to Ray Garivey for the TPCA Best Practices Program
2. Employee of the Month.
3. Presentation of second quarter financials. Pg. 989-992

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 Any item requiring additional discussion may be withdrawn from the Consent Agenda by the Mayor, Councilmember or City Manager, and acted upon separately.

4. Consideration and possible action on the approval of City Council meeting minutes from July 1, 2019. **(Tolar)** Pg. 993-997
5. Consider and approving Resolution No. 2019-2599 adopting the actions of the City of Freeport Employee Benefit Trust **(Russell)** Pg. 998-1000

COUNCIL BUSINESS – REGULAR SESSION:

6. Consideration of approving Ordinance No. 2019-2577 amending Chapter 153, Flood Damage Prevention, of the Code of Ordinances adopting a new article regulating levees and the levee system. **(Shoemaker)** Pg. 1001-1004
7. Consideration of approving Resolution No. 2019-2600 regarding the City's pay policy for employees during emergencies. **(Motley)** Pg. 1005-1018
8. Discuss and consider approving the cost of proposed repairs to the Mystery Boat. **(Townsend)** Pg. 1019-1023
9. Consideration of approving Resolution No. 2019-2601 requesting the City to participate in the Texas Interlocal Purchasing System (TIPS) and naming the City Manager as the Authorized Person. **(Russell)** Pg. 1024-1029
10. Discuss and consider approving the cost to reroof the Freeport Historical Museum/Brazosport College and Hickey House located at 212 West Park. **(Strahan)** Pg. 1030-1037
11. Discuss and consider authorizing the city to conduct a water/sewer rate study. **(Russell)** Pg. 1038-1043
12. Consideration and possible action on approval of proposal for preparation of a Feasibility Study for relocation and consolidation of most City Services to O.A. Fleming Campus. **(Kelty)** Pg. 1044-1049

WORK SESSION:

13. The City Council may deliberate and make inquiry into any item listed in the Work Session.
 - A. Mayor Troy T. Brimage announcements and comments.
 - B. Councilman Green Ward A announcements and comments.
 - C. Councilman Bass Ward B announcements and comments.
 - D. Councilwoman Loeza Ward C announcements and comments.
 - E. Councilman Yates Ward D announcements and comments.
 - F. City Manager Tim Kelty announcement and comments
 - G. Updates on current infrastructure.
 - H. Update on reports / concerns from Department heads.

CLOSED SESSION:

14. Executive Session regarding economic development (Projects 2019-2 and 2019-3) in accordance with Vernon's Texas Government Code Annotated, Chapter 551, 551.087

COUNCIL BUSINESS – REGULAR SESSION:

15. Consideration in open session of taking action on any matter discussed in closed executive session. (Kelty)

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. on this the 12th day of July, 2019.

Laura Tolar, Interim City Secretary
City of Freeport, Texas



City Council Presentation Item #3

Title: Presentation of the Investment Report for the quarter ended March 31, 2019

Date: July 15, 2019

From: Stephanie Russell, Finance Director

Staff Recommendation: N/A

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

Item Summary:

This report reflects that on March 31, 2019, the City's total portfolio of \$12,713,796 was managed in compliance with the PFIA and the City's investment policies.

Background Information:

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

Special Considerations: N/A

Financial Impact: N/A

Board or 3rd Party recommendation: N/A

Supporting Documentation:

Quarterly Investment Report



City of Freeport

**FY2018-2019
Quarterly Investment Report
Period Ending March 31, 2019**



Management Summary

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

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

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

Investment Category	Book Value	Percentage	Weighted Average Maturity (Days)
Cash in Demand Accounts	\$ 5,198,753	40.89%	1.00
Government Pools	\$ 7,515,043	59.11%	1.00
Certificates of Deposit	\$ -	0.00%	0.00
TOTAL	\$ 12,713,796	100.00%	1.00

The portfolio is highly liquid with over \$12 million or 100% available immediately.

Interest rates on investments range from 2.4 % to 2.42%. While these rates have increased about 0.10% the previous quarter, they are fairly low for the overall market. Staff anticipates the City will see higher interest rates proposed during the Primary Depository Request for Applications.

Compliance: The City requires its depository banks to provide collateral for all deposits in excess of Federal Deposit Insurance. As of March 31, 2019, the market value of collateral pledged to the City by Texas Gulf Bank through the Baker Bond Accounting was \$6,108,990, 123% of deposits.

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



Quarterly Investment Report

January 31, 2019 - March 31, 2019

G/L	Account	Description	Book Value	Current Interest Rate	Yield to Maturity	Maturity Date	Days to Maturity	Beginning Market Value for Period	Changes to Market Value	Ending Market Value for Period	Interest Paid YTD	
	<i>Cash in Demand Accounts</i>											
	99-101-000	Operating Account	\$ 5,104,230	2.40%	2.40%	Demand	1	\$ 2,789,459	\$ 2,314,771	\$ 5,104,230	\$ 31,986	
	87-101-000	Clearing Fund 87	\$ 46,983	2.40%	2.40%	Demand	1	\$ 73,331	\$ (26,348)	\$ 46,983	\$ 842	
	15-101-000	Golf Fund	\$ -	2.40%	2.40%	Demand	1	\$ -	\$ -	\$ -	\$ 11	
	64-101-000	Capital Purchase DS	\$ 2,767	2.40%	2.40%	Demand	1	\$ 2,751	\$ 16	\$ 2,767	\$ 340	
	65-101-000	COO2008 \$3.3M DS	\$ 10,902	2.40%	2.40%	Demand	1	\$ 10,838	\$ 64	\$ 10,902	\$ 130	
	56-101-043	Water and Sewer I&S	\$ 11,150	2.40%	2.40%	Demand	1	\$ 11,085	\$ 65	\$ 11,150	\$ 128	
		Historical Museum	\$ 22,721	2.40%	2.40%	Demand	1	\$ 22,796	\$ (75)	\$ 22,721	\$ -	
		Total Cash in Demand Accounts	\$ 5,198,753					\$ 2,910,260	\$ 2,288,493	\$ 5,198,753	\$ 33,437	
	<i>Invested in Government Pools</i>											
	Multiple	TexPool	\$ 7,515,043	2.42%	2.42%	Demand	1	\$ 7,470,726	\$ 44,317	\$ 7,515,043	\$ 89,215	
		Total Invested in Pools	\$ 7,515,043					\$ 7,470,726	\$ 44,317	\$ 7,515,043	\$ 89,215	
		TOTAL ALL INVESTMENTS	\$ 12,713,796					\$ 10,380,986	\$ 2,332,810	\$ 12,713,796	\$ 122,652	

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

The City requires its depository banks to provide collateral for all deposits in excess of Federal Deposit Insurance. As of March 31, 2019, the market value of collateral pledged by Baker Bond Accounting to the City was \$6,108,990, 123% of deposits.

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

Investment Category	Book Value	Percentage	Weighted Average Maturity (Days)
Cash in Demand Accounts	\$ 5,198,753	40.89%	1.00
Government Pools	\$ 7,515,043	59.11%	1.00
Certificates of Deposit	\$ -	0.00%	0.00
TOTAL	\$ 12,713,796	100.00%	1.00


 Stephanie Russell, Investment Officer 7/9/2019
Date

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the City Council of Freeport, Texas met on Monday, July 1, 2019 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 Troy Brimage
- Councilman Brooks Bass
- Councilman Ken Green
- Councilwoman Sandra Loeza - ABSENT
- Councilman Roy E. Yates

Staff:

- Tim Kelty, City Manager
- Laura Tolar, Asst. City Secretary/Special Projects Coordinator
- Chris Duncan, City Attorney
- Nat Hickey, Property Manager
- Brian Dybala, Golf Course Director
- Ray Garivey, Police Chief
- Stephanie Russell, Finance Director
- David Hoelewyn, Street Department Director
- Loni Kershaw, Human Resources Director
- Courtland Holman, Economic Development Director
- Jerry Meeks, Veolia
- Donna Fisher, Human Resources Clerk

Visitors:

Larry Fansher	Mario Muraira
Edmeryl Williams	Angie Williams

Call to order.

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

Citizen's Comments

Larry Fansher spoke regarding 25' lot size development.

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

Receive for filing the Audited Comprehensive Annual Financial Report and Auditor's Opinion for the Fiscal Year ended September 30, 2018.

Chris Breaux the Whitley Penn presented to council the audit report for the 2018-2019 audit.

Presentation of first quarter financials.

Finance Director Stephanie Russell presented to council the first quarter 2018-2019 financials.

CONSENT AGENDA

Consideration and possible action on the approval of City Council meeting minutes from June 17, 2019 and June 22, 2019.

Consideration of approving Resolution No. 2019-2595 designating Parks Director Kim Townsend to act for and on behalf of the City of Freeport in dealing with the State of Texas General Land Office for the purpose of applying for state assistance to clean and maintain the public beaches and authorizing the city manager to execute any and all documents.

On a motion by Councilman Bass, seconded by Councilman Yates, with all present voting "Aye", Council unanimously approved the consent agenda.

REGULAR SESSION

Consideration of approving Resolution No. 2019-2592 approving the conveyance of property owned by the City of Freeport on Bryan Beach conveyed from the Texas Parks and Wildlife Department back to Texas Parks & Wildlife and reconveying a portion back to the City.

City Manager Tim Kelty presented a map to council illustrating the area that would be given back Texas Parks and Wildlife. Mr. Kelty stated that they sent a letter giving the city assurance that they would not take any more property back.

On a motion by Councilman Bass, seconded by Councilman Yates, with all present voting "Aye", Council unanimously approved approving Resolution No. 2019-2592 approving the conveyance of property owned by the City of Freeport on Bryan Beach conveyed from the Texas Parks and Wildlife Department back to Texas Parks & Wildlife and reconveying a portion back to the City with approval of Chris Duncan.

Discuss and consider approving Resolution No. 2019-2596 authorizing the establishment of an assistant city manager position

Mayor Troy Brimage stated that the Finance Director Stephanie Russell has been an asset to the city and doing a good job. Her salary would be raised approximately \$30,000 per year.

Mr. Kelty said that it would go up about 25% with benefits.

Councilman Brooks Bass questioned if Mr. Kelty could delegate the responsibilities without adding this position.

Mr. Kelty stated that Ms. Russell would have dual capacity and that he currently spends about 15 hours per week with directors.

Mr. Bass asked if Ms. Russell leaves would that leave two open positions.

Mr. Kelty responded that the city would promote or fill the two positions.

Mr. Bass asked if the pay increase was budgeted.

Mr. Kelty said that it would be budgeted in the 2019-2020 budget and no additional funding is needed this year.

Mr. Bass stated that he hopes that Ms. Russell understood that she will not be receiving a raise for the next budget year.

On a motion by Councilman Green, seconded by Councilman Yates, with all present voting "Aye", Council unanimously approved Resolution No. 2019-2596 authorizing the establishment of an assistant city manager position.

Consideration and Possible Action regarding Resolution No. 2019-2597 establishing an Employee Benefits Trust

Ms. Russell stated that currently the City belongs to the TML Pool. She said that she recommends someone outside the pool and council will oversee the health care package.

Mr. Kelty stated that this is necessary because the city went out for bids, and may be considering a carrier other than TML.

On a motion by Councilman Bass, seconded by Councilman Green, with all present voting "Aye", Council unanimously approved Resolution No. 2019-2597 establishing an Employee Benefits Trust.

Consideration of approving of change order #3 to contract with Sorrell Construction for 2019 Concrete Road Street Project.

Additional work was found to exist on 10th and 11th Streets.

Councilman Bass asked about the status of Pecan Street and if it will be completed before school starts.

Street Department Director David Hoelewyn stated that he would report back at the next council meeting regarding the status of the street.

On a motion by Councilman Bass, seconded by Councilman Green, with all present voting "Aye", Council unanimously approved change order #3 to contract with Sorrell Construction for 2019 Concrete Road Street Project.

Discuss and consider approving the cost to reroof the Freeport Historical Museum/Brazosport College

This item was tabled.

Discuss and consider approving Resolution No. 2019-2598 authorizing the submission of a community development block grant disaster recovery (CDBG-DR) application to the Texas general land office and authorizing the city manager to act as the city's executive officer and authorized representative in all matters pertaining to the city's participation in the CDBG-DR program

Fire Chief Chris Motley informed council that this was a change from the previous grant application presented to council. The current project would be to replace a component at the wastewater treatment plant.

Mr. Kelty stated to qualify for this block grant, projects have had to have sustained damages from Hurricane Harvey. Chief Motley stated that Mercer would perform the engineering.

Councilman Bass stated that since we do not know the scope of work, we do not know the cost.

On a motion by Councilman Bass, seconded by Councilman Green, with all present voting "Aye", Council unanimously approved Resolution No. 2019-2598 authorizing the submission of a community development block grant disaster recovery (CDBG-DR) application to the Texas general land office and authorizing the city manager to act as the city's executive officer and authorized representative in all matters pertaining to the city's participation in the CDBG-DR program.

WORK SESSION:

Mayor Brimage asked staff to give the Parks Department all the support and resources available to complete the splash pad. Mayor Brimage stated that a resident was curious if they could have the tree that was cut down near the demolished Freeport House for firewood. He also inquired about filling the area in the levee from the Freeport House with sod and seed.

Councilman Ken Green addressed the railroad crossing on Cherry Street. He asked that we put asphalt down to make the crossing safer for vehicles. He added that in Ward A there has been some youth making repairs to homes like wheelchair ramps and have done a great job and were very enthusiastic.

Councilman Brooks Bass stated that he had been out to 5th & Yaupon with David Hoelewyn.

Councilman Yates stated there were a lot of houses that need to be demolished and he would prepare a list. He also questioned the status of the Wong property.

City Manager Tim Kelty said that there had been an emergency management meeting at the Fire Station. He added that the Mexican Consulate was in City Hall.

Update on reports / concerns from Department heads

Museum Director LeAnn Strahan announced that the shark exhibit would be opening soon and 2019 Kidfest is right around the corner.

Parks Director Kim Townsend said we have the Fishin' Fiesta starting soon. Parks crew is working hard on the splash pad. Also, the city is looking forward to the upcoming Billfish Classic.

Golf Course Director Brian Dybala stated that the golf course had received 15 3/4" of rain in one month. Even with the rain the golf course was able to meet their revenue goals. Mr. Dybala added that his merchandise sales were up along with memberships. He said that the golf course was up \$20,000 this year.

Street Department David Hoelewyn informed council that the street department had been working on sidewalks, driveways, potholes on Ave. Q and removing trash from inlets.

Economic Development Coordinator Courtland Holman said that he was working on development opportunities and that he had submitted Wong's property location as an area available.

Fire Chief Chris Motley stated there had been a structure fire in which a pet had died.

Finance Director Stephanie Russell informed council that there would be an update to the financial software and staff were working on departmental budgets.

Open session was closed at 7:24 pm and Council entered into Executive Session.

CLOSED SESSION:

Executive Session regarding economic development (Projects 2019-2 and 2019-3) in accordance with Vernon's Texas Government Code Annotated, Chapter 551, 551.087

REGULAR SESSION

Mayor Troy Brimage opened regular session at 8:02 pm

Consideration in open session of taking action on any matter discussed in closed executive session

No action taken.

Adjourn

On a motion by Councilman Bass, seconded by Councilman Green, with all present voting "Aye", Mayor Brimage adjourned the meeting at 8:03 PM.

Mayor, Troy Brimage
City of Freeport, Texas

Assistant City Secretary, Laura Tolar
City of Freeport, Texas



City Council Agenda Item #5

Title: Consideration and Possible Action regarding a Resolution Accepting the Actions of the City of Freeport Employee Benefits Trust

Date: July 15, 2019

From: Stephanie Russell, Finance Director

Staff Recommendation:

Staff recommends approving the resolution to accept the actions of the Employee Benefits Trust.

Item Summary:

The City of Freeport Employee Benefits Trust has approved Proposals for employee medical insurance, dental insurance, life and disability insurance, vision insurance, and HRA, HSA, and FSA Administration. Actions taken by the Employee Benefits Trust must go before City Council for consideration of approval.

Background Information:

This Employee Benefits Trust was established to save the City from paying taxes imposed on insurance premiums per Chapter 222.002 of the Texas Insurances Code. The nonprofit trust assigns City Council as the Trustees to provide employees, and qualified retirees and their dependents with life disability, sickness, accident, and other health benefits either directly or through the purchase of insurance. The City then makes premium payments to the insurance providers through the Trust.

Special Considerations:

N/A

Financial Impact:

The contributions made to the Trust will be included in the FY2019-2020 Budget.

Board or 3rd Party recommendation:

The Employee Benefit Trust has approved these actions and recommends approval of the Resolution.

Supporting Documentation:

Resolution 2019-2599

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, ACCEPTING THE ACTION OF THE CITY OF FREEPORT EMPLOYEE BENEFITS TRUST TO ACCEPT PROPOSALS FOR EMPLOYEE MEDICAL INSURANCE, DENTAL INSURANCE, LIFE AND DISABILITY INSURANCE, VISION INSURANCE, AND HRA, HSA, AND FSA ADMINISTRATION; AUTHORIZING EXECUTION OF THE PROPOSALS BY THE CITY MANAGER; AUTHORIZING FUNDING; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Freeport Employee Benefits Trust held its annual meeting regarding Proposals for employee medical insurance, dental insurance, life and disability insurance, vision insurance, and HRA, HSA, and FSA Administration; and

WHEREAS, actions taken by the Employee Benefits Trust must go before City Council for consideration of approval; and

WHEREAS, the City Council has before it a proposal for employee medical insurance from Cigna, a proposal for employee dental insurance from Cigna, a proposal for life and disability insurance from AUL/One America, a proposal for vision insurance from Vision Services Plan VSP, and a proposal for HRA, HSA, and FSA Administration from Optum ("Proposals") for the 2019/2020 plan year; and

WHEREAS, upon full review and consideration of the Proposals and all related matters, the City Council finds that Freeport's best interests are served, desires to approve the terms and conditions of the Proposals and to authorize the City Manager to execute the Proposals on behalf of the City of Freeport; and

WHEREAS, the City Council finds that Freeport's best interests are served, desires to re-authorize funding Employee Benefit Insurances and the transfer of funds from the City of Freeport's General Fund to the City of Freeport Employee Benefits Trust Fund as needed to pay premiums as presented by the insurance carriers.

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

Section 1. The facts and statements contained in the preamble are hereby found to be true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The actions taken by the Employee Benefits Trust regarding the recommended Proposals, having been reviewed by the City Council of the City of Freeport and found to be acceptable and in the best interests of the City of Freeport and its citizens, are hereby in all things approved effective October 1, 2019.

Section 3. The City Manager is hereby authorized to execute, verify, acknowledge, certify to, file and deliver all such instruments and documents required for the Proposals as shall in the

judgment of the City Manager be appropriate in order to affect the purposes of the foregoing resolution.

Section 4. The Finance Director is hereby authorized to transfer funds from the City of Freeport's General Fund to the City of Freeport Employee Benefits Trust Fund as needed to pay premiums as presented by the insurance carriers.

Section 5. This Resolution shall become effective immediately upon its passage.

DULY PASSED, APPROVED AND ADOPTED on this the 15th day of July 2019.

Troy Brimage, Mayor
City of Freeport, Texas

ATTEST:

Laura Tolar, Interim City Secretary
City of Freeport, Texas



City Council Agenda Item #6

Title: Consideration of approving Ordinance No. 2019-2577 amending Chapter 153, Flood Damage Prevention, of the Code of Ordinances adopting a new article regulating levees and the levee system.

Date: July 15, 2019

From: Billywayne Shoemaker Building Official

Staff Recommendation:

Approve Ordinance No. 2019-2577 amending Chapter 153, Flood Damage Prevention, of the Code of Ordinances adopting a new article regulating levees and the levee system.

Item Summary:

The existing levee System protects the City of Freeport and our strategically important Petrochemical industry in the Freeport area, including the Strategic Oil Reserves. Tidal surge from Hurricane Ike came within 2 feet of overtopping the levee in September 2008. If a tidal surge overtops the levee it would potentially endanger the lives of approximately 45,000 people, cause \$6 billion dollars' worth of commercial, residential, and public property in the Freeport area, and could cause disruption to the \$20billion-dollar, strategically-important petrochemical industry. We cannot risk not having a standard in place to protect our levees in the incorporated City limits.

Background Information:

With the recent surge and interest in new construction along our water fronts it is dire that we implement a standard to protect our Levee system. Recently we have seen repairs done to the levee after a busted water line, we have also had request for people to bore into the levee to place sewer and water lines and insert pylons for a deck.

Special Considerations:

Financial Impact:

Passing this agenda item will have minimal impact on the City's financial status, but not passing it could put the entire area at risk as mentioned in the item summary.

Board or 3rd Party recommendation:

Supporting Documentation: Ordinance 2019-2577

ORDINANCE NO. 2019-_____

AN ORDINANCE AMENDING CHAPTER 153, FLOOD DAMAGE PREVENTION, OF THE CODE OF ORDINANCES OF THE CITY OF FREEPORT, TEXAS; AND ADOPTING A NEW ARTICLE, ALTERATION OF LEVEES OR LEVEE SYSTEM, REGULATING LEVEES AND LEVEE SYSTEM IN THE CITY OF FREEPORT, TEXAS; CONTAINING A PREAMBLE; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE WAS PASSED WAS HELD IN COMPLIANCE WITH THE OPEN MEETINGS ACT; PROVIDING FOR ENFORCEMENT OF THIS ORDINANCE; MAKING IT AN OFFENSE FOR VIOLATION OF THIS ORDINANCE; CONTAINING A PENALTY; CONTAINING A SEVERANCE CLAUSE; CONTAINING A REPEALER CLAUSE; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS DESCRIPTIVE CAPTION HAS BEEN PUBLISHED TWICE IN THE BRAZOSPORT FACTS.

WHEREAS, the City Council finds that flood hazards of areas of the City of Freeport, Texas are subject to periodic inundation which results in loss of life and property, health, and safety hazards, disruption of commerce and governmental services and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety and general welfare; and

WHEREAS, the City Council finds the maintenance and preservation of levees and the levee system in the City of Freeport is vital protect against catastrophic flood, tidal surge, and inundation; and

WHEREAS, establishing and enforcing standards related to alteration of levees or the levee system are necessary to protect the public health, safety, and general welfare; and

WHEREAS, the City Council of the City of Freeport has determined, based upon the findings stated above, that the regulations established by this Ordinance are necessary for the good government, peace, and order of the City; and

WHEREAS, the City Council finds that this Ordinance was adopted at a meeting which was open to the public and preceded by proper notice, as required by Chapter 551 of the Texas Government Code (the Open Meetings Act); and

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

FIRST, Chapter 153 of the Code of Ordinances of the City is hereby amended, and a new Article IV, "ALTERATION OF LEVEES OR LEVEE SYSTEM" is added and shall read as follows:

Chapter 153 FLOOD DAMAGE PREVENTION

ARTICLE IV. – ALTERATION OF LEVEES OR LEVEE SYSTEM

Sec. 153.50 – Velasco Drainage District Standards and Regulations

The Velasco Drainage District Standards and Regulations for maintenance and alteration of levees and levee systems, together with all amendments thereto, save and except such portions as are inconsistent with the provisions of this subchapter, is hereby adopted and incorporated and made a part of this chapter as if fully set forth herein. One copy or such standards and regulations shall be maintained at all times in the office of the Building and Code Enforcement office.

Sec. 153.51 – Permit Required

- (a) It shall be unlawful for any person to make any alteration to a levee or levee system without first making application for and secured a permit to make such alteration from the City Manager or his designee.
- (b) Permit applications are not "received" by the City unless submitted with all required documents, engineering studies, drawings and other required documents established by written policy of the City and payment of the permit fee, as established and updated by the City.

Sec. 153.52 – Violation

It shall be unlawful for any person to make any alteration to a levee or levee system that violates the standards and requirements of a validly issued permit under this Article - Alteration of Levees or Levee System.

Sec. 153.53 – Penalties

A person who violates a provision this Article – Alteration of Levees or Levee System, is guilty of a separate offense for each day or part of a day during which the violation is committed, continued, or permitted. Each offense, upon conviction, is punishable by a fine not to exceed \$2000.00.

Second, it is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable and, if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgement or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance.

Third, all Ordinances or parts thereof in conflict herewith are repealed to the extent of such conflict only.

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

READ, PASSED AND ADOPTED this ____ day of _____, 2019.

Troy Brimage, Mayor,
City of Freeport, Texas

ATTEST:

APPROVED AS TO FORM ONLY:

Laura Tolar, City Clerk,
City of Freeport, Texas

Christopher Duncan, City Attorney,
City of Freeport, Texas



City Council Agenda Item #7

Title: Consideration of approval of Section 12.04 Emergency Closing Operations Policy.

Date: 07/15/2019

From: Christopher D. Motley, Fire Chief and Loni Kershaw, Human Resource

Staff Recommendation: Staff recommends revising the City of Freeport Personnel Policy Handbook Chapter 12 with adding Section 12.04 Emergency Closing Operations Policy.

Item Summary:

The City of Freeport Personnel Policy Handbook needs to be updated to address reimbursement for employee classifications for “essential” and “nonessential” employees during an emergency closing, and/or disaster pay for employees called on to work in the event of certain emergencies: hurricanes, tornadoes, floods, other acts of God, nuclear, chemical, and biological emergencies or terrorist attacks

Background Information:

This policy is required to be written as the City of Freeport pay policy during emergency closures due to a natural or manmade disaster for reimbursement purpose under FEMA Recovery Policy RP9525.7: Labor Costs – Emergency Work.

Most sections of the City of Freeport’s Personnel Policy Handbook had not been updated since 2003. The existing Personnel Policy Handbook does not address labor costs. The last document located to address City of Freeport overtime pay policy was December 2008 written by Minette Ashley, Payroll/Human Resource Specialist. Since the creation of this memorandum, FEMA has requested adopted policy as a part of their reimbursement procedures.

Special Considerations: None

Financial Impact Employee salaries are currently budgeted in each department. In the event over budget for employee salaries this can be addressed through existing reserve operating funds. The policy defines the employee’s classification to address FEMA requirements for reimbursement during a declared disaster.

Board or 3rd Party recommendation: FEMA Recovery Policy Labor Costs – Emergency Work RP9525.7

Supporting Documentation: Resolution No. 2019-2600, City of Freeport overtime pay policy memorandum written by Minette Ashley, Payroll/Human Resource Specialist, FEMA Recovery Policy Labor Costs – Emergency Work RP9525.7, Emergency Closing Operations Policy.

RESOLUTION NO. 2019-2600

**A Resolution of the City Council of the City of Freeport, Texas Establishing an
Emergency Closing Operations Policy.**

Whereas, the City Council desires to establish an Emergency Closing Operations Policy regarding pay for personnel during emergency closures due to a disaster; and

Whereas, the Federal Emergency Management Agency (FEMA) requires the City to establish an Emergency Closing Operations Policy as a predicate to recover reimbursement of personnel pay during a disaster ; and

Whereas, the City Council finds that the City of Freeport, Texas has an elevated risk of both natural and manmade disasters.

Now therefore, be it resolved by the City Council of the City of Freeport, Texas that:

The City Council approves, enacts and establishes Section 12.04 Emergency Closing Operations Policy as an amendment to the City of Freeport Personnel Policy Handbook Chapter Twelve, as set forth in the attachment to this Resolution

READ, PASSED AND ADOPTED THIS _____ DAY OF JULY, 2019.

Troy Brimage, Mayor

ATTEST:

Laura Tolar, City Clerk



December 15, 2008

RE: FEMA – City of Freeport overtime pay policy

To whom it may concern:

The City of Freeport's overtime policy is as follows:

Exempt employees: Time off when an extended amount of time as been worked (must be approved by the City Manager) or if approved by the City Council in special circumstances

Non-exempt employees: Overtime is paid after 40 hours in a seven day work week

Police Officers: Overtime is paid after 86 hours in a fourteen day work period (Section 7K)

Fire/EMS personnel: Overtime is paid after 212 hours in a twenty-eight day work period (Section 7K)

Sick leave and Bereavement leave do not count as time worked towards overtime. All other leaves count towards time worked.

Thank you,

Mnette Ashley
Mnette Ashley
PY/HR Specialist
City of Freeport
979-233-3526 x 108

CITY OF FREEPORT

EMERGENCY CLOSING OPERATIONS POLICY

PURPOSE

1. The purpose of this policy is to outline procedures to be followed in the event of a declaration of disaster or other emergency event during an emergency closing of City of Freeport operations. This policy will be in effect when the Mayor or City Manager closes City offices for business due to the emergency event. The City shall provide paid leave for "essential" and "nonessential" employees during an emergency closing, and/or disaster pay for employees called on to work in the event of certain emergencies including, but not limited to:
 - a. Hurricanes
 - b. Tornadoes
 - c. Floods
 - d. Other acts of God
 - e. Nuclear, chemical, and biological emergencies
 - f. Terrorist attacks
 - g. Any other emergency declared by a federal, state or local authority
2. The local municipal authority shall be the Mayor, or in the Mayor's absence, the Mayor Pro-Tem or the City Manager if necessary.

PROVISIONS - SECTION 3, EMERGENCY CLOSING PAY

3. When there is an emergency closure of City offices, all essential employees, nonexempt and exempt (their salary will be converted to its hourly equivalent), who are required to work during an emergency closure will be compensated at one-and-one half times (1-1/2) their hourly rate for the duration of the emergency closure for all hours worked associated with the emergency. Worked hours must be properly recorded on the special timesheet, during which they actually worked. The term "actually worked" means time actively engaged in physical or mental exertion related to the City's business (at the direction and control of the Department Head or Director) either on the City's premises or actively engaged in the same manner in the City's business off premises at the direction and control of the Department Head or Director. The term "actually worked" shall include stand-by and stand-by/sleep time as recognized under the Fair Labor Standards Act (FLSA) only in instances where the employee is required by their Department Head or Director to stay on City premises engaged to wait on instructions to work and the employee does, in fact, stand by and/or sleep on the City premises. Following are examples for each FLSA classification:
 - a. Exempt -7 day FLSA - A Police Department Captain who is designated as an essential employee during an emergency closure will receive their regular scheduled hours as excused pay (EXC-Excused hours) plus one-and-one half times(1-1/2) their hourly rate for all hours worked associated with the

- emergency and hours will be recorded as DDO-Declaration Disaster Overtime. Their regular salary will be converted to an equivalent hourly rate of pay.
- b. Nonexempt -7 day FLSA - Street Department or Parks Department employees who is designated as an essential employee during an emergency closure will receive the number of hours of excused pay (EXC) for each normally scheduled workday plus one-and-one half (1-1/2) times their hourly rate of pay for all hours (DDO) actually worked associated with the emergency during the emergency closure.
 - c. Police Officers -14 day FLSA - who are designated as essential employees during an emergency closure whose work week is based on a 14 consecutive-day work period with a maximum of 86 hours of straight-time pay, will receive the number of hours of excused pay (EXC) for each normally scheduled workday, plus one-and-one half (1-1/2) times their hourly rate of pay for all hours (DDO) actually worked associated with the emergency during the emergency closure.
 - d. Firefighters - 28 day FLSA - who are designated as essential employees during an emergency closure whose work week is based on a 14 consecutive-day work period with a maximum of 212 hours of straight-time pay, will receive the number of hours of excused pay (EXC) for each normally scheduled workday, plus one-and-one half (1-1/2) their hourly rate of pay for all hours (DDO) actually worked associated with the emergency during the emergency closure.
 - e. The maximum number of work hours which may be recorded for any work day is 24 hours during the first 72 hours of the emergency closure and 18 hours per day thereafter.
4. If an employee works in a building not owned by the City and it closes for business due to an emergency event and if the employee(s) cannot be utilized by the department at a different location, then the employee(s) will be compensated for their regular scheduled hours as excused pay (EXC). Excused pay hours do not count towards the earning of comp time or overtime hours.
 5. Reserve Police Officer - Reserve Officers that serve under the Police Department, working the emergency closure, will be compensated at the equivalent of a Patrol Officer based on the City of Freeport Pay Schedule for the current fiscal year.
 6. Non-exempt regular full-time and part-time employees who perform non-emergency job duties during the city closure shall record those hours as regular hours and be calculated and paid at the employee's base hourly rate.
 7. Exempt employees who perform non-emergency job duties during the city closure shall record those hours as regular hours and count those hours towards the earning of comparable time off (hour for hour).
 8. City employees classified as "essential" who fail to report to work as scheduled during an emergency closure event may be subject to disciplinary action, up to and including

job termination, if the employee is necessary to provide for the safety and well-being of the general public or is otherwise necessary for the restoration of vital services.

9. All essential employees must be designated and made aware of their assignments prior to an emergency. A list of essential employees shall be provided to the Emergency Management Coordinator and the Human Resources Director. Essential employees are those who are required to stay or report to their assigned areas performing necessary tasks during the emergency, or those who are required to return to work after an immediate threat is over. The list for each department shall be updated annually. Such personnel may include police officers, firefighters, Emergency Management staff, Streets, Parks, Golf Course, Building and Code Enforcement, and a limited number of support department personnel (Payroll, Purchasing, and Information Systems). In the event an unpredictable situation occurs, City of Freeport reserves the right to require employees to be designated on an *ad hoc* basis as essential personnel. In these rare cases, the department Director will make every effort to give as much notice as possible to the affected employees.
10. Non-Essential Employee Leave and Pay: Regular full-time, exempt and non-exempt and regular part-time employees with nonessential job duties will be granted administrative leave (EXC-Excused) for the duration of the emergency closing. Nonessential employees will be compensated at their regular hourly rate of pay for hours the employees would have worked but for the emergency closing. Temporary employees are not paid administrative leave.
11. Any employee who is off work or scheduled to be off on sick leave, sick pool, vacation, bereavement leave, workers' compensation, FMLA, or disciplinary leave shall have their leave recorded as such. Should an emergency closure occur when the employee is scheduled to return from leave, the employee will be granted administrative leave (EXC-Excused) for that day and thereafter for the duration of the emergency closure.
12. When the emergency closure ends, all employees are expected to report to work as scheduled. Excused pay for employees will end on the day the city reopens for business. Employees that do not return to work at the end of the city closure must use their own vacation hours and/or comp hours. Sick hours cannot be used unless a doctor's excuse can be provided for all days the employee was absent from work from the time when the city reopens for business. If the employee does not have any paid leave available, the employee will not be compensated and leave without pay (LWOP) hours will be recorded for those days.
13. When the emergency closure ends and the City has opened for business to the public, employees still working the emergency event will be paid according to the non-closure emergency policy. Premium overtime hours earned (DDO) during the closure will not count towards hours worked for the purpose of earning comp time or overtime wages.

Supervisor's Responsibility

14. Supervisors must assist in the consistent and fair application and implementation of this policy.
15. Supervisors must develop and maintain the list of essential employees within their department. Supervisors are responsible for certain essential functions with the help of employees whose job function have been designated as essential in an emergency.
16. Supervisors must stay up to date of the situation at hand by staying in contact with their Department Director and by monitoring the City of Freeport public notices through news and social media.
17. Supervisors must remain in contact with their employees regarding assignments and return to duty information.
18. Supervisors must track, approve and submit all employees' time worked and not worked during the emergency closure, on the appropriate timesheet, to the Human Resources Payroll department.
19. Supervisors must document and recommend disciplinary action resulting from any violations of this policy.

Employee's Responsibility

20. Employees designated by their department director as essential personnel are required to report to and/or remain in the City on the job or at a designated location during an emergency and are subject to being utilized as needed directed by the department director during a City closing.
21. Employees designated by their department director as non-essential personnel are required to remain in contact with their supervisor regarding assignments and return to duty information. Non-essential employees may be deemed essential if more staff is needed during the closure to assist in the preservation and restoration of essential public services required for the health, safety and quality of life within the City. During the closure, it is possible that non-essential personnel will be needed after the immediate crisis is over for reestablishment of city operations and preparing the office to a pre-disaster state. Employees called into work during this time will be paid according to the emergency closure policy.
22. Employees are responsible for recording accurate time of work performed during the emergency closure. Employees must ensure correct project/job codes are being used for their assignments. After the workweek is complete, employees are responsible for turning in a true and correct signed timesheet to their supervisor for approval.
23. The City reserves the right to amend, change, or delete this policy at any time, with or without prior notice. Furthermore, this policy does not grant a right or benefit to any employee, either expressed or implied, that in any way alters the "at will" basis of employment that is intended by the City.



FEMA

RP9525.7

RECOVERY POLICY

- I. **TITLE:** **Labor Costs – Emergency Work**
- II. **DATE OF ISSUANCE:** **NOV 19 2015**
- III. **PURPOSE:** To provide guidance on the eligibility of labor costs for an applicant's permanent, temporary, and contract employees, who perform emergency work under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), 42 U.S.C. 5121-5207.
- IV. **SCOPE AND AUDIENCE:** This policy applies to all emergencies, major disasters, and fire management assistance declarations declared on or after the date of publication of this policy. It will continue in effect until rescinded or superseded. If rescinded or superseded, this policy will continue to apply to all emergencies, major disasters, and fires declared between the date in Paragraph II and the date it is rescinded or superseded. This policy does not apply retroactively to emergencies and disasters declared prior to the date of issuance in Paragraph II. The Public Assistance (PA) Alternative Procedures Pilot Program for Debris Removal, authorized by the Sandy Recovery Improvement Act (SRIA) of 2013 (P.L. 113-2), is exempt from the provisions of this policy regarding the payment of force account labor straight-time. (SRIA also amended Section 403 of the Stafford Act to add certain labor cost provisions. FEMA is undertaking a rulemaking to implement those provisions. These provisions are not effective until FEMA completes the rulemaking.) This policy is intended for all personnel involved in the administration of the Public Assistance Program.
- V. **AUTHORITIES:** Sections 403, Essential Assistance; 407, Debris Removal; 420, Fire Management Assistance; and 502, Federal Emergency Assistance of the Stafford Act and Title 44 Code of Federal Regulations (CFR) §204.42, Eligible Costs; §206.202 Application Procedures; §206.224, Debris removal; §206.225, Emergency work; and §206.228, Allowable Costs.
- VI. **OBJECTIVES:**
- A. The objective of this policy is to provide Federal assistance to eligible applicants for eligible labor costs they incur in the performance of emergency work resulting from a major disaster, emergency or fire declaration.
- B. Sections 403, 407, 420, and 502 of the Stafford Act authorize Federal agencies to provide assistance to eligible applicants, including labor costs to perform emergency
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FEMA

RP9525.7

RECOVERY POLICY

work, essential to meeting immediate threats to life and property resulting from a major disaster, emergency, or fire, respectively. This may include labor costs incurred for prudent measures in anticipation of and immediately preceding such an event.

VII. DEFINITIONS:

- A. **Force account labor:** An applicant's own labor force.
- B. **Emergency work:** Work that must be done immediately to save lives and to protect improved property and public health and safety, or to avert or lessen the threat of a major disaster.
- C. **Budgeted employee:** A person whose position and salary are included in the applicant's budget.
- D. **Backfill employee:** Replacement employee who performs the regular duties of another employee, who is performing eligible emergency work under the PA Program.
- E. **Stand-by Time:** Time spent waiting to conduct activities after initial deployment or wait time between activities.

VIII. POLICY:

A. Applicant Labor Policies

FEMA determines the eligibility of overtime, premium pay and compensatory time costs based on the Applicant's pre-disaster written labor policy, provided that the policy:

1. Does not include a payment contingency clause subject to Federal funding.
2. Is applied uniformly regardless of a Stafford Act declaration.
3. Has set non-discretionary criteria for when the Applicant activates various pay types. All costs, including premium pay, must be reasonable and equitable for the type of work being performed.

If these requirements are not met, FEMA limits PA funding to reasonable costs for the work performed.



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RP9525.7

RECOVERY POLICY

B. Eligibility Criteria Based on Type of Employee

1. **Budgeted Employees:** For budgeted employees performing emergency work, only overtime labor is eligible. Budgeted employees may include:
 - Permanent employees
 - Seasonal employees working during their normal season of employment
2. **Unbudgeted Employees:** For unbudgeted employees performing emergency work, both straight-time and overtime labor are eligible. Unbudgeted employees may include:
 - Permanent employees funded from an external source
 - Temporary employees hired to perform eligible work
 - Essential employees called back from administrative leave
 - Seasonal employees who work outside of their normal season of employment
3. **Backfill Employees:** The costs of force account or temporary labor to backfill regular employees who perform eligible emergency work may be eligible. There are several circumstances that may affect the eligibility of costs to use backfill employees.
 - If a backfill employee is hired on a contract or temporary basis, straight-time and overtime costs are eligible.
 - If a backfill employee is a budgeted employee, the cost of straight-time salaries and benefits is not eligible, regardless of any inter-departmental agreements.
 - If the backfill employee is a budgeted employee who is called in on his/her day off (weekend or other off day), there may be an extra cost to the applicant. If so, regular and overtime costs will be eligible.
 - If the backfill employee is called in from scheduled leave, there should be no extra cost as the leave can be rescheduled. Only the overtime is eligible.
 - Generally, exempt employees (i.e., those who are exempt from minimum wage and overtime provisions of the Fair Labor Standards Act) are not eligible for overtime, unless specified in an applicant's pre-disaster labor policy.



RECOVERY POLICY

4. **Other Labor Resources Including Labor Obtained Under Agreement:**
 - The straight-time and overtime costs of employees who are funded from sources other than the applicant's own budget (e.g., a grant from a Federal agency, statutorily dedicated funds, rate-payers, etc.) to work on specific non-disaster tasks are eligible when they perform emergency work that the external source does not fund. FEMA must confirm no duplication of funding prior to approval.
 - Mutual aid costs are eligible in accordance with Disaster Assistance Policy DAP9523.6, *Mutual Aid Agreements for PA and Fire Management Assistance* and an existing agreement;
 - Contract costs are eligible based on the terms of the contract, provided the Applicant meets Federal procurement and contracting requirements. The straight-time salary and benefits of force account labor overseeing the contractors performing emergency work are not eligible.
5. **Volunteer Labor:** The value of volunteers who perform eligible emergency work can be credited toward the non-Federal cost share of the applicant's emergency work in accordance with Disaster Assistance Policy DAP9525.2, *Donated Resources*.

C. Other Eligibility Considerations

1. Extraordinary costs (including but not limited to, call back pay, night-time or weekend differential pay, hazardous duty pay) for essential employees who are called back to duty during administrative leave to perform disaster-related emergency work are eligible if the costs were provided for in a written policy implemented prior to the disaster.
2. Salaries and benefits for employees sent home or told not to report due to emergency conditions are not eligible for reimbursement.
3. In cases where firefighters are deployed to work on both declared and undeclared fires, the applicant should track which days/hours are related to each fire. In the event it is not tracked and documented, FEMA will evaluate any claims and determine whether sufficient data is provided to fund costs on a prorated basis.



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RP9525.7

RECOVERY POLICY

D. Stand-by Time

Subject to the provisions of the specific labor cost eligibility criteria above, FEMA will also reimburse costs for stand-by time incurred in preparation for and directly related to actions necessary to save lives and protect public health and safety, provided it is reasonable, necessary and consistent with the applicant's practice in non-federally declared events. Examples of when FEMA may reimburse stand-by time include, but are not limited to:

1. When bus drivers are prudently deployed to transport evacuees, even if the bus is not ultimately used for evacuations.
2. When first responders are prudently deployed for the purpose of evacuating or providing emergency medical care to survivors in order to save lives or protect health and safety, even if the employee does not ultimately perform eligible emergency work.
3. When a contract or union agreement requires payment for stand-by time.

E. Cost Reasonableness

In order to be eligible, costs must be reasonable and necessary. A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the Applicant makes the decision to incur the cost.

1. Hours worked: FEMA will determine whether the number of hours claimed are reasonable and necessary based on evaluating:
 - The severity of the incident
 - Whether the work was performed at a time when it was necessary to work extraordinary hours based on the circumstances of the incident
 - The function of the employee for which the hours are claimed
 - The number of consecutive hours the employee worked
2. Stand-by time: FEMA will determine whether any stand-by time claimed is reasonable and necessary based on the following:



FEMA

RP9525.7

RECOVERY POLICY

- If there is a contractual obligation to pay for stand-by time based on a labor agreement.
- If the stand-by time occurred at a time when it was necessary to have resources available to save lives and protect health and safety.

For instance, Applicants may be required to pay firefighter costs from portal-to-portal, which may result in paying for 24-hour shifts with periods of rest. FEMA will reimburse costs based on such requirements. However, FEMA will limit its reimbursement to that which is reasonable and necessary, not to exceed 14 calendar days from the start of the incident period.

F. Pre-positioning resources

Subject to the provisions of the specific labor cost eligibility criteria above, the labor costs to pre-position resources may be eligible. FEMA will only reimburse costs incurred in response to a declared incident.

1. Pre-positioning resources under the Fire Management Assistance Grant Program is eligible for a limited period if the resources were actually used to suppress a declared fire and requested and approved in accordance with 44 CFR 204.42(e), *Pre-positioning costs*.
2. Pre-positioning resources under the PA Program for the purpose of evacuating, or providing emergency medical care during the evacuation period (such as ambulances and busses), is also eligible even if those resources are not ultimately used, provided the staging of those resources was necessary and prudent based on the data at the time of staging.

Pre-positioning resources for purposes other than evacuation and emergency medical care is also eligible under the PA Program when those resources are used in the performance of eligible emergency work.

3. Unused pre-positioned resources – FEMA will consider E.1. and E.2. above to determine the reasonableness of labor costs associated with the deployment of unused resources.

IX. RESPONSIBLE OFFICE: Recovery Directorate (Public Assistance Division)



FEMA

RP9525.7

RECOVERY POLICY

- X. **SUPERSESION:** For all disasters declared after the date of issuance in Paragraph II, this policy supersedes RP9525.7 dated November 16, 2006, and all previous guidance on this subject.
- XI. **REVIEW DATE:** It is FEMA's Policy to review policies and reissue, revise or rescind the policy within three years of the date of issuance.

A handwritten signature in blue ink, appearing to read "Alex Amparo", written over a horizontal line.

Alex Amparo
Assistant Administrator
Recovery Directorate



City Council Agenda Item #8

Title: Mystery Boat

Date: 07/15/2019

From: Kim Townsend-- Parks Director

Staff Recommendation: Staff recommends awarding a contract to Brazos Industries.

Item Summary: We are awarding a contract for the Mystery Boat that has been deteriorating for years. The deterioration has been an issue due to rain, weather and age. This is a safety issue as well as a landmark restoration.

Background Information: The Mystery Boat is a part of Freeport History and we need to preserve her for all to continue to enjoy.

Special Considerations: Mystery Boat has been a landmark in Freeport for many generations. We would like to see this landmark restored to its historical fulfillment. I have looked into bringing in a new hull and painting it the same, spraying the hull with a concrete substance to create a new hull, and also purchasing a new hull and cutting it in half and welding it together on site to get it to this location. So, there has been a tremendous amount of thought go into this process.

Financial Impact: \$ 30,987.00 which has not been budgeted for this restoration. If approved staff will ask for a budget amendment for the future.

Board or 3rd Party recommendation:

Supporting Documentation: See Attached Quotes: Brazos Industries \$30,987, Greenshield \$34,480 and D7 Roofing \$34,200.00

June 29, 2019

City of Freeport
200 W 2nd Street
Freeport Texas 77541

Attention: Kim Townsend
Parks and Recreation Director

Project: City of Freeport
200 W 2nd Street
Freeport Texas 77541

Regarding: Mystery Boat Repair Proposal

D7 Roofing & Metal LLC is pleased to present this proposal to you for the above referenced project. D7 will provide material and labor to complete to following scope of work:

- 1.0 Remove a section of the existing substrate to gain hull access, existing framing to remain.
- 2.0 Clean and remove the existing mold from the hull interior.
- 3.0 Inspect and repair the existing substrate, if required.
- 4.0 Install polyurethane foam (3-inch) at the hull interior and underside deck.
- 5.0 Install silicone base coat.
- 6.0 Install silicone finish coat.
- 7.0 Install four (4) twenty-four (24) gauge stainless steel metal scuppers.
- 8.0 Install one (1) roof hatch.
- 9.0 Remove the related refuse on a daily basis.

Cost \$34,200.00 plus tax

Note(s):

- 1.0 D7 Roofing & Metal: One (1) Year Warranty
- 2.0 Standard Work Hours
- 3.0 Proposal is valid for thirty (30) days.

Exclusion(s):

- 1.0 Mechanical / Electrical / Plumbing
- 2.0 Structural
- 3.0 Dumpster
- 4.0 Bond
- 5.0 Permit
- 6.0 Sales Tax



Should you require further assistance, please contact our office.

Respectfully Submitted
D7 Roofing & Metal LLC

Agreed and Accepted

Michael A Delgado

Michael A Delgado
President

Signature

Date

BRAZOS

INDUSTRIES

Veteran Owned Company

COMMERCIAL – INDUSTRIAL – ROOFING – SHEETMETAL – INSULATION – COATINGS

ROOFING PROPOSAL

Date: 6/21/2019

To: City of Freeport
200 W. 2nd Street
Freeport, Texas 77541
979-233-3526

From: David Galloway
Brazos Industries
113 E. Main Street
Clute, Texas 77531

Re: Freeport – Mystery Boat – Removal of Trash, Remediation, Installation of Foam to Hull Interior

We propose to furnish all materials, labor supervision, insurance and everything necessary to do the following work according to the specifications and recommendations of the material manufacture

1. Enlarge hole on roof to 4x8' section, leave existing framing
2. Remove excessive trash from interior of hull and dispose in City of Freeport dumpster dropped at site
3. Install mold killer and cleaner to the interior of the hull
4. Install 3" of closed-cell spray polyurethane foam to interior of hull and underside of deck
5. Seal foam with GS-100, High Solids Silicone, Base Coat – 12 dry mils, Gray
6. Finish Sealing with GS-100, High Solids Silicone, Top Coat – 12 dry mils, White
7. Install 4 thru-wall scuppers for top of boat to drain
8. Install new plywood decking 100 sqft, if needed, and seal back into system
9. Install new roof hatch and curb for access to hull, sealed

For The Sum of \$30,987.00 no tax included

Invoices net 30 days

Exclusions: Unforeseen Conditions, Additional Rusted Metal Removal, Structural work of any kind, Dumpsters

Owner recognizes that if moisture has entered the dwelling prior to the contractor beginning work, contractor is not liable for property damage or bodily injury claims allegedly resulting from insect damage or fungus and mold infestation. I have seen and understand the terms and conditions of the standard warranty issued by Brazos Industries.

All materials are guaranteed to be as specified. All work to be completed in a workman like manner according to standard roofing practices. Any alteration or deviation from specifications outlined above involving extra cost will be executed only upon written approval, and will become an extra charge over and above the estimate. Agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by workman's compensation insurance.

DSG

David Galloway

Note: This proposal may be withdrawn by us if not accepted within 60 days.

Date of Acceptance: _____

Signature: _____

ACCEPTANCE OF PROPOSAL – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

113 E. Main St Clute, Texas 77531 / Office (409) 553-9897 / Fax (409) 948-1511 / Mobile (979) 248-5201
E-mail: d.galloway@brazos-industries.com



June 27, 2019

City of Freeport
200 West 2nd Street
Freeport TX 77541

To Whom It May Concern:

Our proposal to do the following work on the Mystery Boat is firm for thirty days:

1. Enlarge access to 4' X 8' rough opening
2. Remove trash from the boat
3. Prepare surfaces to receive foam and kill mold
4. Install 3 " of closed cell foam on the walls and under deck
5. Install Silicone coating to seal foam
6. Install 4 scuppers on deck for drainage
7. Install 100 sq. ft. of new marine grade plywood as necessary
8. Install Bilco roof hatch mounted on curb

Our price for the above work is\$34,480.00

Our terms are net 30 days.

We can begin this work immediately. This project will require three days to complete.

We require temporary power and water.

If you have any questions or need additional information, please contact our office.

Sincerely,

Chris Tree
Sales Manager

Ct/

403 CENTURY PLAZA BOULEVARD HOUSTON TX 77073
832-767-5013



City Council Agenda Item #9

Title: Consideration of and possible action on a Resolution requesting to participate in the Texas Interlocal Purchasing System (TIPS) and naming the City Manager as the Authorized Person.

Date: July 15, 2019

From: Stephanie Russell, Finance Director

Staff Recommendation:

Staff recommends approval of Resolution requesting to participate in the Texas Interlocal Purchasing System (TIPS).

Item Summary:

During the City's recent audit, it was determined that several goods and services are not being procured competitively. While the City is a member of a few cooperative purchasing programs, they do not always offer all goods and services. Therefore; staff recommends participating in as many cooperative purchasing programs as possible.

Background Information:

The Interlocal Purchasing System, better known as, TIPS Purchasing Cooperative, began in 2002 as a small regional cooperative of the Region 8 Education Service Center. While the cooperative has far exceeded the initial vision, Region 8 ESC has maintained its role as the Lead Agency for what is now a national operation.

All TIPS contracts are awarded by the ESC 8 seven-member Board of Directors, and each TIPS vendor has met strict Competitive Bidding Process guidelines established by the ESC 8 administration and the TIPS legal team. The bidding statute for the lead agency is Chapter 44.031 of the Texas Education Code.

Texas Education Code §8.002 permits regional education service centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university operations. Authority for such services is granted under Texas Government Code §§ 791.001 et seq as amended. Cooperative Purchasing Services are extended to all Texas State, City and County Government Agencies.

Benefits from using a TIPS:

- Access to competitively procured contracts with quality vendors
- Savings of time and financial resources necessary to fulfill bid requirements

- Assistance with purchasing process by qualified TIPS staff
- Access to pricing based on a “national” high-profile contract

Special Considerations: N/A

Financial Impact: Membership in The Interlocal Purchasing System is free. Additionally, this program can help the City receive the best value for goods and services.

Board or 3rd Party recommendation: N/A

Supporting Documentation:

Resolution 2019-2601

Interlocal Agreement

TIPS BOARD RESOLUTION 2019-2601

STATE OF TEXAS

FOR: THE REGION VIII
EDUCATION SERVICE
CENTER

WHEREAS, the Board of Directors of City of Freeport, Freeport, Texas,
(Named Public Agency) (City)

pursuant to the authority granted by TEX. GOV'T CODE § 791.001, *et seq.*, desires to participate in the
TIPS Purchasing Cooperative offered by Region VIII Education Service Center, and in the
Opinion that participating in this program will be highly beneficial to the taxpayers through the anticipated
savings to be realized.

Therefore, be it RESOLVED that the City of Freeport requests a stated need for
(Named Public Agency)
participation in The Interlocal Purchasing System (TIPS) whereby Tim Kelty, City Manager
(Name of Authorized Person)

is authorized and directed to sign and deliver any and all necessary requests and documents in connection
therewith for and on behalf of City of Freeport
(Named Public Agency)

I certify that the foregoing is a true and correct original Resolution duly adopted by the
City of Freeport and is filed on record at the TIPS office.
(Named Public Agency)

In witness thereof, I have set my hand and signature this 15 day of July, 2019.

By:

(Authorized Signature)
Troy Brimage

(Printed Authorized Name)
Mayor

(Title)

This legal document will remain current on file until either party severs the agreement.

AN INTERLOCAL AGREEMENT
Between Region 8 Education Service Center and a
TEXAS PUBLIC ENTITY OR LOCAL GOVERNMENT
(School, College, University, State, City, County, or Other Political Subdivision)

TEXAS PUBLIC ENTITY NAME

Control Number (TIPS will Assign)
Schools enter County-District Number

Region 8 Education Service Center
Pittsburg, Texas

225 - 950
County-District Number

Texas Education Code §8.002 permits regional education service centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university operations. Authority for an Interlocal agreement to provide such services is granted under Texas Government Code § 791 *et seq* as amended. Cooperative Purchasing Services under this agreement are extended to all Texas State, City or County Government Agencies, or any other legally eligible Local Government Entity as defined in the Texas Government Code § 791.003.

This Interlocal Agreement (hereinafter the "Agreement") is effective _____ and shall be automatically renewed unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at any time upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

Statement of Services to be Performed:

Region 8 Education Service Center, by this Agreement, agrees to provide cooperative purchasing services to the above-named public entity through a Program known as The Interlocal Purchasing System (TIPS) Program.

The purpose of the TIPS Program shall be to improve procurement process efficiencies and assist in achieving best value for participating School District, University, College, Community College, City, County or Other Public Agencies through cooperative purchasing.

Roles of the TIPS Purchasing Cooperative:

- Provide for the organizational structure of the program.
- Provide staff for efficient operation of the program.
- Promote marketing of the TIPS Program.
- Coordinate the Competitively Bid Process for all Vendor Awarded Contracts.
- Provide members with procedures for placing orders through TIPS PO System.
- Maintain filing system for Due Diligence Documentation.
- Collect fees from vendors to support the costs of operations of TIPS.

Role of the Public Entity:

- Commit to participate in the program by an authorized signature on membership forms.
- Designate a Primary Contact and Secondary Contact for entity.

- Commit to purchase products and services from TIPS Vendors when in the best interest of the entity.
- Submit Purchase Orders and/or Vendor Contracts through the TIPS PO System by emailing the pdf document to tipspo@tips-usa.com.
- Accept shipments of products ordered from Awarded Vendors.
- Process Payments to Awarded Vendors in a timely manner.

General Provisions:

The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the law of the State of Texas and venue shall be in the county in which the administrative offices of RESC 8 are located which is Camp County, Texas.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from legally appropriated and budgeted available funds for the current fiscal year of each such entity.

No jointly owned property shall be created by this agreement and, therefore, no provision to dispose of jointly held property is required.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation. The site of the mediation shall be in Camp County, Texas or a site mutually agreed by the parties. The selection of the mediator shall be mutually agreed. The cost of mediation shall be shared equally. No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by electronic means and the terms and conditions agreed to are binding upon the Parties.

Authorization:

Region 8 Education Service Center and The Interlocal Purchasing System (TIPS) Program have entered
Region 8 ESC TIPS Interlocal Agreement for Texas Members
Page 2 of 3

Revised 2-27-2017 - RP

into an Agreement to provide cooperative purchasing opportunities to public agencies.
This Agreement was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551. (If required by the entity.)

The individuals signing below are authorized to do so by the respective parties to this Agreement.

Member Entity:

Purchasing Cooperative Lead Agency:

Region 8 Education Service Center

Entity or District Name

By: _____
Authorized Signature

Print Name: _____

Title: _____

Date

By: _____
Authorized Signature

Dr. David Fitts
Title: Executive Director Region 8 ESC

Date

Public Entity Contact Information

Primary Purchasing Person Name

Fax Number

Street Address

Primary Person Email Address

City, State

Zip

Secondary Person Name

Telephone Number

Secondary Person Email Address

The state of Texas requires an Interlocal Agreement be approved by the respective entities governing board. You may email completed Interlocal Agreement to tips@tips-usa.com.



City Council Agenda Item #10

Title: Consideration of approving the cost to re-roof Museum/Brazosport College

Date: July 15, 2019

From: LeAnn Strahan, Museum Manager

Staff Recommendation:

I respectfully request that City Council authorize the City Manager to negotiate and approve a contract not to exceed \$80,000 for labor and materials to re-roof the museum in its entirety and the Hickey House (Lucy Goose Market).

Item Summary:

We are dealing with extensive leaks at the museum, Hickey House and college lease space. With each heavy rain event, we incur more and more damages and expenses. Patching the roof has proven to be ineffective, as the water finds new ways to get inside. The best possible solution is a full re-roof with a guaranteed warranty.

Background Information:

The museum has roof leaks along the building seams. Recently, additional leaks have included the mechanical room around the air conditioning units and the recessed lighting fixtures with water pouring into the gift shop area. The college has continuous issues with leaking in the hallway. However, this most recent rain caused a leak in one of the classrooms that damaged one of the instructor computers and keyboard and left the carpets soaked and smelly. Hickey House (LG Market) has been inundated with leaks since they opened a year ago. We need to consider our tenants and the income the city stands to lose if we do not resolve their issues.

Being in the season of active tropics, we need to act quickly to make these repairs. We are reviewing cooperative purchasing quotes to avoid a lengthy bid process.

Special Considerations – N/A

Financial Impact:

These repairs were not budgeted, however; funding is available in unassigned fund balance. Additionally, the City receives revenue from the Brazosport College lease which is \$27,000 annually, and the Lucy Goose Market contract that is up for renewal this month which is currently at \$1,250 per month (\$15,000 annually).

Board or 3rd Party recommendation: - N/A

Supporting Documentation: - N/A



Proposal - Based on Contract #180702 with TIPS

Revised July 12, 2019

Freeport Historical Museum
311 East Park Ave.
Freeport, TX 77541

RE: DURO-LAST MECHANICALLY FASTENED ROOF SYSTEM OVER EXISTING ROOF @ FREEPORT HISTORICAL MUSEUM, 311 EAST PARK AVE., FREEPORT, TX – APPROXIMATELY 14,559 SQ. FT. WITH PARAPET WALLS (SEE ATTACHED ROOF LAYOUT)

Attn: LeAnn Strahan

We hereby propose to furnish the necessary labor, material, equipment, insurance and supervision to install a 20-year labor and material, Duro-Last warranted roof system on the above referenced project. This proposal is based on utilizing the following material and qualifications:

1. Duro-Last nominal 50 mil. white PVC reinforced membrane.
2. Duro-Last 4" fascia bar with metal snap-on trim.
3. Underlayment: Duro-Guard ½" ultra fold.
4. Duro-Last accessories to make system complete such as but not limited to pre-fabricated curbs, boots, parapets sheets, screws, caulk, plates and etc. per Duro-Last Roofing, Inc. manufacturer's specifications.

Qualifications/Clarifications:

1. Walkpads are included 10 each 30"x60".
2. Proposal based on overlaying of existing roof.
3. Wood blocking is included.
4. If required, any HVAC, plumbing, electrical, etc. that may need to be moved or disconnected and reconnected (other than normal roofing practice) will need to be done by a subcontractor of Owner's choice at Owner's expense.
5. Jaco Roofing & Construction, Inc. will not be responsible for leaks or possible interior damage, caused by existing building conditions; Jaco Roofing & Construction, Inc. will inspect the condition of the building prior to installation of the Duro-Last roof system, and point out to the City all existing building conditions that may adversely affect the Duro-Last roofing system.
6. Jaco Roofing & Construction, Inc. is not responsible for the calibration, recalibration, readjustment and/or testing on any electronic equipment such as but not limited to satellite dish, camera security, communication equipment, GPS devices, or recertification of lightning rods (grounding system).
7. **This proposal is intended and shall become in its entirety part of, as if attached and/or written into any other purchase order, contract, or letter of acceptance, written or issued by the owner and is intended and agreed upon to be an integral part of any contract agreement between the parties. There shall be no changes, exclusions, or revisions made to the proposal without explicit agreement and acknowledgement by Jaco Roofing and Construction, Inc.**
8. **This pricing proposal was developed using Jaco's contract number 180702 with the Interlocal Purchasing Systems (TIPS). If this proposal is accepted, the Jaco TIPS price schedule, terms and conditions will be applied. A purchase order, Notice to Proceed or AIA document will need to be sent to TIPS Purchasing @ tipspo@tips-usa.com.**

1725 S. Velasco – Angleton, TX 77515
(979)265-6101
Fax (979) 265-6448

"Duro-Last Platinum Contractor"
1-800-265-JACO
www.jacoroofting.com
info@jacoroofting.com

Mailing Address:
P. O. Box 937
Clute, TX 77531

9. Windstorm inspection is included for roof system only; HVAC or other components are not included in certification.
10. City permit is included; State and local taxes are not included.
11. Bond is not included.
12. Quotation based on Jaco's Standard Insurance Limits; 1 Million General Liability, 2 Million General Aggregate with 5 Million Excess/Umbrella Liability, 1 Million Automobile Liability.
13. Payment terms: One half of contract amount due upon acceptance and signing of contract; progress billing thereafter of 100% labor and material stored or utilized on project. All invoices are due on/or before 10 days after receipt unless otherwise agreed upon.
14. Price subject to change if not accepted within 20 days of quote date due to fluctuation of material market.
15. Buyer can cancel this contract within 3 days without penalty.

TOTAL MATERIALS	\$38,284.00
TOTAL LABOR	<u>\$22,508.00</u>
TOTAL PROPOSAL	\$60,792.00

Alternate to provide 1/8" tapered poly ISO system on Area "A" (northeast building), approximately 2,400 sq. ft., Add \$8,710.00 to Total Proposal.

Respectfully Submitted,

JACO ROOFING & CONSTRUCTION, INC.

Glen Christensen
President

Agreed and Accepted:

By:

(Authorized Signing Officer)

(Printed Name)

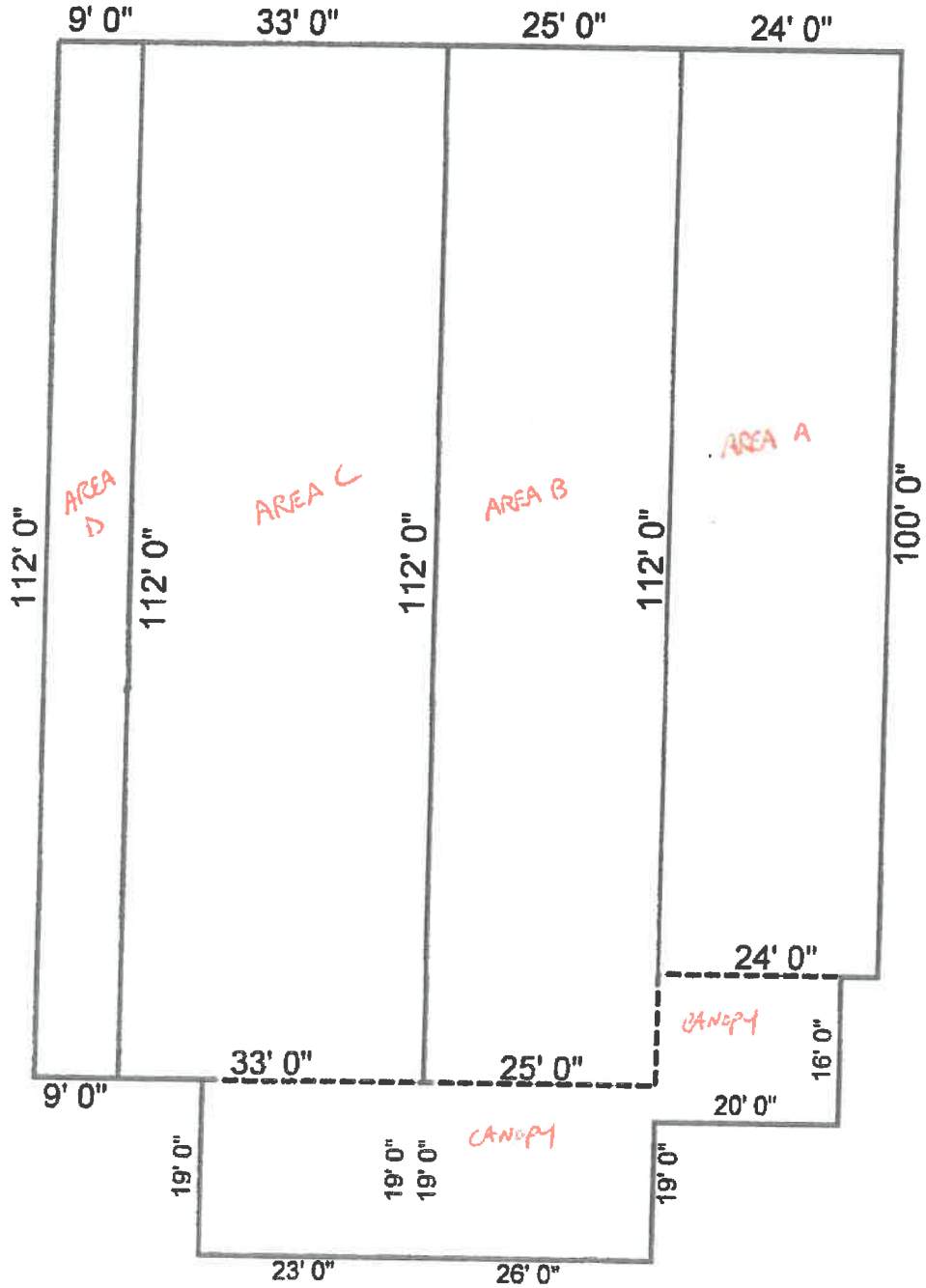
(Title)

(Date)

Drawing Report

Freeport Museum Freeport Tx - Base Bid

Section: Entire Job
Page: Recover Modified--50mil 1/2"FF 15yr



6/13/19

Jaco Construction, Inc. 415 S Hwy 288B Clute, TX 77531 Phone: 979-265-6101 Fax: 979-265-6448

Page 1

DURO-LAST®

20-Year NDL Warranty

Warranty No. _____

I. TERMS and CONDITIONS

Duro-Last®, Inc., (“Duro-Last”) grants this No-Dollar Limit (“NDL”) Warranty to the owner of a building (“Owner”) containing a **Duro-Last Roofing System (“Duro-Last System”)** installed by a Duro-Last Authorized Dealer/Contractor (“Contractor”), subject to the terms and conditions and limitations contained herein.

Duro-Last’s obligation during the 1st through 20th year shall be to repair any leak in the Duro-Last System caused by any defect in a component of the Duro-Last System or by the workmanship of the Contractor, but only as the workmanship relates to the installation of the Duro-Last System itself and not as it relates to other work performed, if any. Duro-Last’s obligation includes, at Duro-Last’s discretion, either the repair or replacement of part or all of the Duro-Last System and also includes the furnishing or cost of labor to repair the Duro-Last System provided the following conditions are met:

- A. Duro-Last and Contractor have been paid in full for the Duro-Last System, its installation and any outstanding invoices issued by Duro-Last that arise after the installation;
- B. The Duro-Last System has been approved by Duro-Last following inspection by an authorized Duro-Last Quality Assurance Technical Representative (“Duro-Last QA Tech Rep”), this No-Dollar Limit Warranty has been signed by a Duro-Last QA Tech Rep or Quality Assurance Manager, and the Contractor confirms that the Duro-Last System was installed in accordance with Duro-Last’s specifications and written installation requirements;
- C. The Owner has notified Duro-Last within 14 days of the discovery of any leak, failure or other alleged Duro-Last System defect. Owner must notify Duro-Last by calling the Duro-Last Quality Assurance Department at 1-866-284-9424, by e-mailing ws@duro-last.com, or by certified mail, return receipt requested;
- D. The Owner allows Duro-Last’s QA Tech Rep(s) and/or Duro-Last Contractor(s) access to the roof including, if necessary, the removal and replacement by Owner at Owner’s expense any and all obstructions, including but not limited to: rooftop gardens, earth, soil, pavers, ballast, decks, patio and walking surface materials, photovoltaic system, and other overburden; and
- E. Duro-Last authorizes the repair and, at Duro-Last’s option, either Duro-Last’s QA Tech Rep(s) or an authorized Contractor makes the repair.

II. OWNER’S RESPONSIBILITIES

The Owner is not entitled to recover under this No-Dollar Limit Warranty unless Owner exercises reasonable and diligent care in the maintenance of the Duro-Last System, including but not limited to inspecting and maintaining the Duro-Last System regularly and as needed, including after storms or natural disasters, and for removing any debris from the Duro-Last System, rooftop, and adjacent areas, and maintaining and keeping all drains in working order and clear of debris and other obstructions.

III. LIMITATIONS and EXCLUSIONS

- A. This No-Dollar Limit Warranty does not apply to a Duro-Last System installed on a single-family residence.
- B. Duro-Last shall not be liable for damages arising from defects in the design or construction of the building or roof assembly, including inadequate or insufficient drainage; nor shall Duro-Last be liable for any other products aside from the Duro-Last System.
- C. Duro-Last is not liable for any Duro-Last System failure nor for subsequent damages arising from Acts of God or causes outside Duro-Last’s control including, but not limited to:
 - 1) Damage caused by fire, lightning, hurricane, gale, hail, tornado, flood, earthquake, animals, insects; or
 - 2) Damage caused by accident, vandalism, intentional act, negligence or failure to use reasonable care, whether on the part of the Owner or another; or
 - 3) Damage caused by any unauthorized modification to the Duro-Last System including, but not limited to: damage caused by unauthorized components used in installation or repair, by additional equipment or structures added to or made a part of the roof, by traffic, or by chemicals not normally found in nature or the like; or
 - 4) Interior condensation and/or moisture entering the Duro-Last System through walls, copings, structural defects, HVAC systems, or any part of the building structure, including from adjacent buildings.
- D. Duro-Last does not warrant the watertightness of metal products that are located outside of the termination of the Duro-Last membrane.
- E. Duro-Last does not warrant against color change and/or pattern change and/or print change in the Duro-Last System.
- F. Duro-Last shall have no liability under any theory of law for any claims, repairs, or other damages relating to the presence of asbestos or any vapors, fumes, molds, fungi, bacteria, spores, mycotoxins, or the like on or in the Duro-Last System or in the building or in the air or water serving the building.
- G. This No-Dollar Limit Warranty is transferable to subsequent Owners only upon the express written consent of Duro-Last and at Duro-Last’s sole discretion. Duro-Last reserves the right to require an inspection of the Duro-Last

OVER: CONTINUED ON BACK

System prior to transfer of this No-Dollar Limit Warranty. The Owner (undersigned below) must pay a \$500 warranty transfer fee and must pay for any non-warranted repairs identified by Duro-Last during any pre-transfer inspection. A transfer of this No-Dollar Limit Warranty shall not be effective unless all outstanding Duro-Last invoices have been satisfied.

- H. This No-Dollar Limit Warranty must be signed by a Duro-Last QA Tech Rep or Quality Assurance Manager. Coverage under the terms of this No-Dollar Limit Warranty begins on the Effective Date. The Effective Date is determined by Duro-Last. Failure of the Owner or Contractor to sign this No-Dollar Limit Warranty does not alter the Effective Date.
- I. This No-Dollar Limit Warranty shall be governed by the laws of the State of Michigan without regard to principles of conflicts of law. Duro-Last and Owner hereby agree that the Circuit Court for the County of Saginaw, State of Michigan, or the United States Federal District Court for the Eastern District of Michigan in Bay City, shall have the exclusive jurisdiction to determine any and all disputes, or claims relating to this No-Dollar Limit Warranty and do hereby submit themselves to the sole personal jurisdiction of those Courts.
- J. No claim, suit, or other proceeding arising out of or related to the Duro-Last products or these terms, including without limitation this No-Dollar Limit Warranty, may be brought by the Owner or anyone else after one (1) year from the date it accrues.
- K. Duro-Last does not waive any rights under this No-Dollar Limit Warranty by refraining from exercising its rights in full in one or more instances.

THIS NO-DOLLAR LIMIT WARRANTY AND THE RESPONSIBILITIES AND REMEDIES STATED HEREIN ARE EXPRESSLY AGREED TO BY OWNER AND DURO-LAST AND CONSTITUTE THE SOLE WARRANTY AND REMEDIES OF THE OWNER FOR ANY ALLEGED DEFECT OR FAILURE OF THE DURO-LAST SYSTEM, WHETHER MEMBRANE, ACCESSORIES, OR CONTRACTOR WORKMANSHIP.

THERE ARE NO WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE (EITHER EXPRESS OR IMPLIED IN FACT, LAW OR CUSTOM) THAT EXTEND BEYOND THE EXPRESS TERMS STATED IN THIS NO-DOLLAR LIMIT WARRANTY TO THE FULL EXTENT DISCLAIMER IS PERMITTED BY LAW. OWNER AND DURO-LAST TOGETHER JOINTLY DISCLAIM ANY OTHER OR FURTHER WARRANTIES EXCEPT THOSE INCLUDED IN THIS DOCUMENT. IN ANY EVENT, ANY IMPLIED WARRANTY THAT MAY ARISE BY LAW IS LIMITED IN DURATION TO THE TERM HEREIN. THE REPAIR, OR REPLACEMENT PROVIDED HEREIN IS EXCLUSIVE AND IN LIEU OF ALL OTHER REMEDIES. DURO-LAST WILL HAVE NO LIABILITY TO ANYONE FOR CONSEQUENTIAL, SPECIAL, INCIDENTAL, INDIRECT, EXEMPLARY, OR PUNITIVE DAMAGES OF ANY KIND WHATSOEVER, INCLUDING WITHOUT LIMITATION PROPERTY DAMAGE, LOST PROFITS, LOST USE OR ANY OTHER PECUNIARY DAMAGE, WHETHER DUE TO ANY DEFECT IN THE PRODUCTS, BREACH OF THIS AGREEMENT, DELAY, NON-DELIVERY, NON-PERFORMANCE, RECALL, OR ANY OTHER REASON. ALL CLAIMS FOR NEGLIGENCE AND FOR FAILURE OF ESSENTIAL PURPOSE ARE EXPRESSLY WAIVED, RELEASED, AND EXCLUDED.

THERE ARE NO THIRD-PARTY BENEFICIARIES TO THESE TERMS. OWNER ACKNOWLEDGES THESE LIMITATIONS AND WAIVERS, DECLARES THAT THEY HAVE BEEN READ AND UNDERSTOOD, AND AGREES TO BE SO BOUND. ANY PAYMENT FOR THE DURO-LAST SYSTEM OR REGISTRATION OF THE WARRANTY WITH DURO-LAST SIGNIFIES THAT THE OWNER HAS VOLUNTARILY AND KNOWINGLY CONSENTED TO ALL TERMS.

The Contractor is not an agent of Duro-Last and does not have authority to bind Duro-Last. If any Contractor or sales representative made any statements about Duro-Last, its products, services, obligations, or warranties, those statements cannot be relied upon by Owner or any other party and cannot be attributed to Duro-Last. Furthermore, no person may change or modify any terms or conditions of this No-Dollar Limit Warranty, unless in writing and signed by the authorized representative of the Owner and by a Duro-Last officer or by the Duro-Last Quality Assurance Manager.

SOME STATES DO NOT ALLOW LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY LASTS, SO SUCH A LIMITATION MAY NOT APPLY TO YOU. THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS THAT VARY FROM STATE TO STATE. If any provision or individual term herein is invalid or unenforceable under any applicable law, the provision or term will be ineffective to that extent and for the duration of the illegality, but the remaining provisions and terms will be unaffected.

DURO-LAST®, INC.
525 Morley Drive
Saginaw, MI 48601

Signature of Duro-Last QA Tech Rep or QA Manager

Name of Building

Signature of Owner

Address of Building

Owner (printed)

City, State & Zip of Building

Signature of Contractor

Building Designation

Contractor (printed)

Effective Date

Square Footage

Serial No.

Warranty No.

JACO Roofing & CONSTRUCTION, INC.

Proposal - Based on Contract #180702 with TIPS

July 1, 2019

City of Freeport
500 Brazosport Blvd.
Freeport, TX 77541

RE: DURO-LAST MECHANICALLY FASTENED ROOF SYSTEM OVER EXISTING ROOF @ 212 W. PARK, FREEPORT, TX APPROXIMATELY 3,000 SQ. FT. INCLUDING PARAPET WALLS

Attn: Sally Bailey

We hereby propose to furnish the necessary labor, material, equipment, insurance and supervision to install a 15-year labor and material, no-dollar limit, transferable, Duro-Last warranted roof system on the above referenced project. This proposal is based on utilizing the following material and qualifications:

1. Duro-Last nominal 50 mil. white PVC reinforced membrane.
2. Duro-Last 1 3/4" fascia bar with PVC snap-on trim (clay tile to remain).
3. Underlayment: 1/2" Duro-Guard fan fold
4. Duro-Last accessories to make system complete such as but not limited to pre-fabricated curbs, boots, parapets sheets, screws, caulk, plates and etc. per Duro-Last Roofing, Inc. manufacturer's specifications.

Qualifications/Clarifications:

1. Walkpads are included.
2. Proposal based on overlaying of existing roof; existing gutters to remain.
3. Wood blocking is included.
4. If required, any HVAC, plumbing, electrical, etc. that may need to be moved or disconnected and reconnected (other than normal roofing practice) will need to be done by a subcontractor of Owner's choice at Owner's expense.
5. Jaco Roofing & Construction, Inc. is not responsible for existing building conditions; Although Jaco Roofing & Construction, Inc. will take standard caution in loading the roof prior to installation, some leaks may occur due to the existing condition of the roof. Jaco Roofing & Construction, Inc. will not be responsible for leaks or possible interior damage.
6. Jaco Roofing & Construction, Inc. is not responsible for the calibration, recalibration, readjustment and/or testing on any electronic equipment such as but not limited to satellite dish, camera security, communication equipment, GPS devices, or recertification of lightning rods (grounding system).
7. This proposal is intended and shall become in its entirety part of, as if attached and/or written into any other purchase order, contract, or letter of acceptance, written or issued by the owner and is intended and agreed upon to be an integral part of any contract agreement between the parties. There shall be no changes, exclusions, or revisions made to the proposal without explicit agreement and acknowledgement by Jaco Roofing and Construction, Inc.
8. This pricing proposal was developed using Jaco's contract number 180702 with the Interlocal Purchasing Systems (TIPS). If this proposal is accepted, the Jaco TIPS price schedule, terms and conditions will be applied. A purchase order, Notice to Proceed or AIA document will need to be sent to TIPS Purchasing @ tips@tips-usa.com.

1725 S. Velasco - Angleton, TX 77515
(979)265-6101
Fax (979) 265-6448

"Duro-Last Platinum Contractor"
1-800-265-JACO
www.jacoroofting.com
info@jacoroofting.com

Mailing Address:
P. O. Box 937
Clute, TX 77531

9. Windstorm inspection is included for roof system only; HVAC or other components are not included in certification.
10. City permit is included; State and local taxes are not included.
11. Bond is not included.
12. Quotation based on Jaco's Standard Insurance Limits; 1 Million General Liability, 2 Million General Aggregate with 5 Million Excess/Umbrella Liability, 1 Million Automobile Liability.
13. Payment terms: One half of contract amount due upon acceptance and signing of contract; progress billing thereafter of 100% labor and material stored or utilized on project. All invoices are due on/or before 10 days after receipt unless otherwise agreed upon.
14. Price subject to change if not accepted within 20 days of quote date due to fluctuation of material market.
15. Buyer can cancel this contract within 3 days without penalty.

TOTAL PROPOSAL \$15,590.00

***Alternate to waterproof north parapet wall only (wall adjoining other building on north side only),
Total Labor and Material \$3,305.00.***

Respectfully Submitted,

JACO ROOFING & CONSTRUCTION, INC.

Glen Christensen
President

Agreed and Accepted:

By:

(Authorized Signing Officer)

(Printed Name)

(Title)

(Date)



City Council Agenda Item #11

Title: Consideration of approving a proposal (Task Order #2) from Freese and Nichols, Inc. to conduct a Utility Rate Study

Date: July 15, 2019

From: Stephanie Russell, Assistant City Manager/Finance Director

Staff Recommendation:

Staff recommends approval of the proposal.

Item Summary:

The rate study will include a cost of service analysis to determine the costs associated with customers located both within and outside the City limits. At the conclusion of this study, the City will be provided with the following:

- Multi-year revenue requirements and accompanying scenarios for water and wastewater rates designed to meet the City's overall rate-design goals, including providing sufficient revenue to implement needed capital improvements.
- A water and wastewater rate study report documenting the findings and results of the rate study and the recommended utility rates.

Background Information:

During the May 13, 2019 Council Meeting, Council directed staff to move forward with a utility rate study is complete. Before the recent increase, the City's rates had not been updated since October 2014. Since then, Veolia's maintenance and operations contract increases annually with the Consumer Price Index. From October 2015, the rate has increased by over \$135,000 annually or nearly six percent. In addition to the operations and maintenance, the City has been increasing its usage at the Oyster Creek Sewer Plant – roughly 56 percent or over \$41,000 the last few years. Lastly, the Brazosport Water Authority will also be increasing its water rate by 5% or over \$113,000 annually.

The amount of cash the utility fund has available has also been decreasing annually. For example, at the end of FY2016-2017 the fund had over \$922,000 in cash but at the end of FY2017-2018 the fund only had over \$278,000. While the fund has been able to maintain operational costs, it does not have the financial resources to address critical infrastructure needs. The proposed rate study will examine both operational and infrastructure needs to ensure the Enterprise Fund is adequately funded to meet demand.

Special Considerations: N/A

Financial Impact: The proposed lump sum fee is \$43,850. This expenditure was not included in the FY2018-2019. Therefore, if approved, this amount will be included in the next budget amendment.

Board or 3rd Party recommendation: N/A

Supporting Documentation:

Proposal, Task Order #2

City of Freeport
Water and Wastewater Rate Study
Task Order #2

SCOPE OF SERVICES

Project Understanding:

Freese and Nichols, Inc. (FNI) will develop a comprehensive water and wastewater rates, fees, and charges study (rate study) for the City of Freeport (City). All FNI methodology will be based on accepted industry standards and practices, specifically AWWA Manual 1 "Principles of Water Rates, Fees, and Charges" and WEF Manual of Practice No. 27 "Financing and Charges for Wastewater Systems". The rate study will include a cost of service analysis to determine the costs associated with customers located both within and outside the City limits. At the conclusion of this study, the City will be provided with the following:

- **Multi-year revenue requirements and accompanying scenarios** for water and wastewater rates designed to meet the City's overall rate-design goals, including providing sufficient revenue to implement needed capital improvements.
- **A water and wastewater rate study report** documenting the findings and results of the rate study and the recommended utility rates.

ARTICLE I

TASK A: DATA COLLECTION AND KICKOFF MEETING

A1. Data Request Memorandum

Prior to the Kickoff Meeting, the FNI team will submit a data request memorandum identifying data needs for the project. This data will include, but is not limited to: historical and projected populations, water use, wastewater flows, income, expenses, bond rating and debt service information, and other operating, financial, management, policy, and ordinance data.

A2. Project Kickoff Meeting

FNI will conduct one (1) project kickoff meeting with City staff to review project scope, goals, project team members and schedule. City staff can discuss goals and expectations of the study with FNI. FNI will review the data request memorandum with the City, and discuss any additional information that should be included in the rate study. The meeting will include discussion of the rate study and any questions from City staff, including:

- Public perception of current rates and rate adjustments;
- Capital/Operational demand changes anticipated over the study's forecasted period;
- Current bond rating and debt service assumptions;
- Initial rate design pricing objectives; and,
- Initial strategies for implementing/communicating possible rate changes.

A3. Develop Water and Wastewater Rate Models

FNI will utilize the information received in the data request as well as subsequent information detailed in Tasks B through D to develop a spreadsheet rate model.

TASK B: PROJECT OPERATING EXPENSES AND REVENUE

B1. Analyze Historical Expenses and Revenue

FNI will analyze historical trends of expenses and revenue considering historical data including number of connections and customers, metered water sales, wastewater flows, historical water and wastewater rates, etc.

B2. Project Expenses and Revenue

FNI will develop projections for future growth in population and water and wastewater connections. Utilizing these projections, the FNI team will develop future operating expenses and revenue for the water and wastewater funds at current rates over the next five fiscal years. FNI will provide the projected operating expenses and revenue at current rates to City staff for review.

TASK C: DEVELOP REVENUE REQUIREMENTS

C1. Determine Test Year Revenue Requirements

FNI will develop test year revenue requirements for the water and wastewater utility using the cash needs approach.

C2. Develop Estimated Revenue Requirements

FNI will develop a five-year revenue requirement forecast. Water and wastewater capital improvements expenses will be incorporated into the rate models. FNI will work closely with City staff to examine the City's planned method of financing (e.g. cash, debt, grants) future capital improvements and the financing methods' impact on retail rates, operating and capital reserve targets, and debt coverage requirements, as well as examine anticipated operational and/or staffing changes over the five-year forecast. The five-year revenue requirement will serve as the basis for the development of the financing plan to meet projected capital improvement expenses.

C3. Progress Meeting No. 1 - Review Expense/Revenue Projections and Revenue Requirements

FNI will conduct one (1) progress meeting with City staff to review Tasks B and C. FNI will review the projected operating expenses and revenue at current rates and discuss the resulting expense and revenue calculations. Additionally, FNI will review the capital improvement costs and other information leading to the five-year revenue requirement estimates with the City. If necessary, the meeting will include discussion of alternatives to modify rate increases, including reduced operating expenses, changes in timing of capital improvements, other financing sources, and other adjustments.

TASK D: DEVELOP COST OF SERVICE

D1. Cost of Service Analysis

Considering the projected expenses for the water and wastewater utilities, FNI will develop a cost of service assessment by customer class, including customers outside of the City limits. This cost of service will consider the demand on the utility in terms of daily operations, peak day demands and peak hour demands.

TASK E: DEVELOP RATE STRUCTURES

E1. Develop Water and Wastewater Rate Structures

FNI will develop up to two water and wastewater rate design alternatives that meet the City's pricing goals and objectives. The rate structures will be reflective of industry accepted practices and procedures and rate regulations within the State of Texas and which balance the recovery of revenue between fixed and variable rates on an equitable basis.

E2. Benchmark Water and Wastewater Rates

FNI will obtain data on water and wastewater rates of nearby communities and compare with existing and proposed City of Freeport rates.

E3. Progress Meeting No. 2 – Discuss Alternative Rate Structures

FNI will conduct one (1) progress meeting with City staff to review the alternative rate structures and benchmarked rates. FNI will revise the alternative rate structures based on input from City staff.

TASK F: RATE STUDY REPORT AND PRESENTATION

F1. Prepare Draft Rate Study Report

FNI will prepare one (1) draft rate study report and provide one (1) electronic PDF copy to City staff Project Manager for review. The draft report will discuss the rate study process and summarize findings and rate structure alternatives for water and wastewater rates.

F2. City Council Presentation

FNI will prepare a presentation on the results of the rate study, including recommended rates, and present to City Council. Prior to the council presentation, FNI will provide the draft presentation to City staff for review and incorporate any staff comments.

F3. Submit Final Rate Study Report

FNI will incorporate the City's comments on the draft rate study report into the Final Rate Study Report and submit an electronic PDF copy and seven (7) hard copies.

Summary of Meetings & Presentations

- Project Kickoff Meeting
- Progress Meeting No. 1 - Review Expense and Income Projections and Revenue Requirements
- Progress Meeting No. 2 - Discuss Alternative Rate Structures
- City Council Presentation

Summary of Deliverables

- Draft Rate Study Report
- Final Rate Study Report

Summary of Schedule

FNI is authorized to commence work on the Project upon execution of this Agreement and agrees to complete the services as follows:

- Progress Meeting No. 1 - 60 Days after Notice to Proceed
- Progress Meeting No. 2 - 120 Days after Notice to Proceed
- Draft Rate Study Report - 180 Days after Notice to Proceed
- Final Rate Study Report - 15 Days after receiving City comments on Draft Rate Study Report

If FNI's services are delayed through no fault of FNI, FNI shall be entitled to adjust contract schedule consistent with the number of days of delay. These delays may include but are not limited to delays in City or regulatory reviews, delays on the flow of information to be provided to FNI, governmental approvals, etc. These delays may result in an adjustment to compensation.

Summary of Fee

FNI shall perform the proposed scope of services based on rates based on those set in the Master Agreement. FNI proposes to conduct the Water and Wastewater Rate Study for a lump sum fee of \$43,870. A breakdown of the fee by task is the following:

City of Freeport Water and Wastewater Rate Study Summary of Fee by Task	
TASK A: DATA COLLECTION AND KICKOFF MEETING	\$8,330
TASK B: PROJECT OPERATING EXPENSES AND REVENUE	\$6,990
TASK C: DEVELOP REVENUE REQUIREMENTS	\$5,900
TASK D: DEVELOP RATE STRUCTURES	\$6,260
TASK E: DEVELOP COST OF SERVICE	\$3,050
TASK F: RATE STUDY REPORT AND PRESENTATION	\$13,340
Project Total	\$43,870



City Council Agenda Item #12

Title: Consideration and possible action on approval of proposal for preparation of a Feasibility Study for relocation and consolidation of most City Services to O.A. Fleming Campus.

Date: 07/15/2019

From: Tim Kelty, City Manager

Staff Recommendation: Staff recommends approval of proposal.

Item Summary: Staff is proposing to contract with BRW Architects to complete a feasibility study to evaluate and program space for the relocation of City Services, including all City Hall services, Street and Police department, as well as Parks Administration to the O.E. Fleming Elementary School Campus. The cost for the initial feasibility study is \$54,500 and will take an anticipated 3 months to complete.

Background Information: BRW is an architectural firm that focuses primarily on Government designing public building construction and renovations. I have experience working with them on 3 different projects in every case they have delivered designs that that resulted in cost effective use of city funds, working their designs to fit the city's needs and budget constraints. In every case this preliminary feasibility study helped the city develop a scope that was reasonable and affordable and met the city's needs to the greatest extent practicable.

Special Considerations: This project will be very large in nature and will require the city to city to seek bond funding through a general obligation Bond along with street and drainage infrastructure which would require a Bond Election. (Water and Sewer would be through a water and sewer bond not G.O.) If the bond election is to be considered for the next years May regular election, this feasibility study needs to begin as soon as possible.

If the feasibility study determines that the project is something that council supports financially and is then proposed for the bond election, we will want to exercise the optional additional design services of Exterior façade design and rendering for the additional cost of \$6,000

Board or 3rd Party recommendation: None

Financial Impact: This will require a budget amendment. If approved staff will prepare the amendment for a future meeting.

Supporting Documentation: Proposal



May 2, 2019

Tim Kelty
City Manager
City of Freeport
200 West 2nd Street
Freeport, TX 77541

DRAFT

**PROFESSIONAL SERVICES PROPOSAL FOR THE
CITY OF FREEPORT CITY HALL FEASIBILITY STUDY**

Brown Reynolds Watford Architects is pleased to submit this professional services proposal for a Feasibility Study to relocate City Hall functions into the former O.A. Fleming Elementary School. The project scope, along with our proposed team, scope of services, project schedule, and compensation are described below.

PROJECT SCOPE

The Feasibility Study will show how city department functions would fit into the approximately 100,000 SF existing elementary school consisting of four buildings. It will develop site and building concept designs considering demolition, renovation and additions to optimize department functions. The Study will also include a probable construction cost estimate and recommended total project budget, along with a proposed project schedule and phasing plan for the construction necessary to accommodate the desired city functions.

Basic Services shall include architectural programming, concept design, budgeting and scheduling services consisting of:

- Architectural space programming for 10-year forecast
- Concept site plan for city hall parking and pedestrian circulation (excludes sports fields redevelopment)
- Building blocking plans showing city department areas
- Construction cost estimates and total project budget and schedule/phasing recommendations

PROJECT TEAM

- Brown Reynolds Watford (BRW) Architects, Inc. Architecture
 – Gary DeVries, AIA, LEED AP Principal
 – Fred Clifford, AIA Director
- CCM Construction Services Cost Estimating
 Arlington, TX
 214-556-4510
 – John Coakley Estimator

SCOPE OF BASIC SERVICES

Project Visioning Session

BRW will lead a visioning session with the project Leadership Group to establish or confirm the Owner's vision and project goals. We will also confirm review and approval procedures and review the proposed project schedule and meeting dates.

Departmental Architectural Space Programming

BRW will conduct programming sessions with city departments to discuss current and future 10-year operational needs, including personnel, storage, equipment and site needs. We will then propose a Space Program for each room, parking and site amenity, along with common building spaces to determine the required gross building areas.

Concept Site Plan

BRW will evaluate architectural site conditions such as street access and circulation patterns to prepare a concept site plan showing site development for parking and sidewalk redevelopment.

Concept Building Blocking Plan

Based on the approved Space Program, BRW will prepare concept building blocking plans showing footprint areas for each city department, but not show individual rooms, walls or doors.

Total Project Budget and Schedule Recommendations

BRW will recommend a total project budget consisting of probable construction cost, owner's development cost and professional fees, along with contingencies and cost escalation factors as applicable. We will also prepare a probable Implementation Phasing Schedule as appropriate.

Draft Plan

The Draft Feasibility Study will consist of an Executive Summary of the project goals, proposed designs, budgets and schedules, supported by narratives, space programs, drawings, photographs, construction cost estimates and Owner-provided information.

Final Deliverable and City Council Presentation

The final deliverable will include two bound color copies and a .pdf version of the Feasibility Study in 8 ½" x 11" format. Additional printed copies are available as an additional reimbursable expense.

OWNER PROVIDED SERVICES

The City shall furnish the Architect with the following existing documents as are available:

- Property plat and survey
- Existing building drawings
- Property zoning maps
- Public utility maps
- City Thoroughfare Plan

OPTIONAL ADDITIONAL SERVICES

Building Floor Plan Field Measurement

If any form of the building floor plan is not available, BRW will field measure the building walls and doors in order to prepare a background floor plan.

Exterior Facade Design and Renderings

BRW will design front entry façade improvements to identify the building as a City Hall in lieu of an elementary school. Once the design is approved, we will prepare one color perspective rendering of the front façade.

EXCLUDED SERVICES

The services shown below are not anticipated at this time, however, they could be provided as an Additional Service:

- Building condition surveys and improvement recommendations
- Civil, structural and MEP engineering analysis and design
- Sports fields / exterior recreation site planning
- Building code and accessibility compliance assessment
- Zoning, plat, easement, flood plain and utility analysis
- Pre-Development meeting with city departments
- Assessment of existing buildings not listed herein
- Property boundary and topographic survey
- Geotechnical surveys
- Environmental or hazardous materials assessments
- Real estate land investigations
- Exterior building design, façade studies and renderings
- Public presentations and meetings
- City council Feasibility Study Power Point presentation

PROJECT SCHEDULE

BRW will provide a draft Feasibility Study to the best of our ability as shown below dependent on the Owner's review periods. We will deliver the final Feasibility Study within an additional 2 weeks after receiving the Owner's final review comments.

We anticipate the following meetings and approximate time periods:

- Meeting #1 – Architectural visioning sessions and department programming Week 1
- Meeting #2 – Review space program, concept site and building blocking plan Week 5
- Meeting #3 – Review project budget, schedule and draft Feasibility Study Week 9
- Owner review comment period Week 10
- Deliver final Feasibility Study (no meeting) Week 12

COMPENSATION

Based upon the scope of services described above, Brown Reynolds Watford Architects proposes lump sum fees and reimbursable expenses as shown below.

Basic Services Fee

• Project visioning session and space programming	\$11,000
• Concept site and building blocking plan	\$14,000
• Project budget and implementation schedule	\$5,500
• Draft and final Feasibility Study	\$11,000
Total Basic Services Fee	\$41,500
Construction Cost Estimating Services	\$10,000
Reimbursable Expenses Allowance	\$3,000

Total Basic Services and Expenses	\$54,500
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Optional Additional Services

• Building floor plan field measurement	\$6,000
• Exterior façade design and rendering	\$6,000

Reimbursable expenses are in addition to the fee and will be invoiced at the same cost billed the Architect. Expenses include, but are not limited to, personal vehicle mileage, air fare, and/or rental car fees to the project location, out-of-house document reproduction and courier/overnight deliveries. Fees shall be invoiced monthly based on the percent complete, along with allowable reimbursable expenses.

Modifications to the project scope resulting in Additional Services beyond this proposal shall be authorized in writing by the Owner and be computed at 1.10 times the consultant fees billed the Architect. Additional Services performed by BRW Architects shall be compensated at the hourly rates listed below or for a negotiated lump sum fee.

BRW Architects

• Principal	\$240.00 per hour
• Director	\$200.00 per hour
• Project Manager and Designer	\$175.00 per hour
• Project Architect	\$140.00 per hour
• Architect	\$120.00 per hour
• Intern Architect I	\$90.00 per hour
• Intern Architect II	\$75.00 per hour
• Administration	\$60.00 per hour

Tim, Kelty
Professional Services Proposal
May 2, 2019
Page 5

We hope this proposal meets your expectations. Please contact us with any questions or comments. If acceptable, please prepare a professional services contract or sign this proposal as indicated below. We look forward to working with the City of Freeport.

BROWN REYNOLDS WATFOD ARCHITECTS, INC.

GARY DeVRIES, AIA
PRINCIPAL

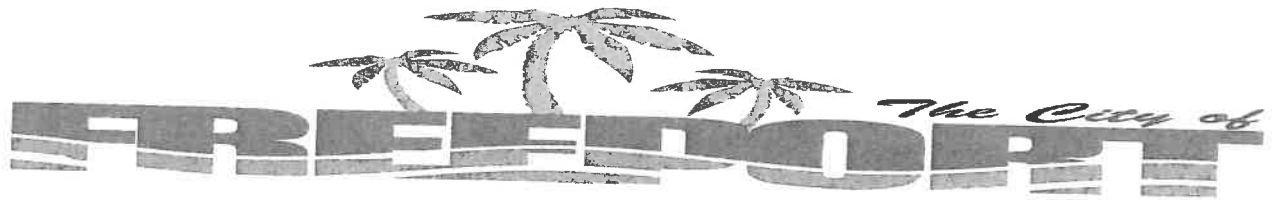
APPROVED: CITY OF FREEPORT, TX

Signature

Date

Printed Name

Title



Human Resources Monthly Report

Date: **July, 2019**

Reference: **JUNE 2019**

Department: **Human Resource**

Department Director: **Lei Loni Kershaw**

Data Information:

Position Vacated: <u>1</u>	YTD: <u>13</u>
Position Filled/New Hire Meeting: 22	YTD: <u>8</u>
Positions being processed to be filled: 23	YTD: <u>10</u>
Worker Compensation New -Claims Processed: <u>0</u>	YTD: <u>2</u>
Worker Compensation On-Going -Claims Processed: <u>1</u>	YTD: <u>4</u>
TWC New -Claims Processed: <u>0</u>	YTD: <u>1</u>
TWC On-Going-Claims Processed: <u>0</u>	YTD: <u>0</u>
Property/Accident Claims Processed: <u>1</u>	YTD: <u>4</u>
Property/Accident On-Going Claims Processed: <u>1</u>	YTD: <u>5</u>
Employee Consultations: <u>12</u>	YTD: <u>46</u>
Director Consultations: <u>14</u>	YTD: <u>28</u>
Past Employee Consultations: <u>2</u>	YTD: <u>4</u>
Disciplinary Action Consultations: <u>1</u>	YTD: <u>3</u>
Exit Interviews: <u>1</u>	YTD: <u>9</u>
Verification of Employment: <u>4</u>	YTD: <u>9</u>
Open Records Requests: <u>3</u>	YTD: <u>2</u>
Consulting with Legal: <u>0</u>	YTD: <u>3</u>
Non- Employee Walk Ins: <u>1</u>	YTD: <u>8</u>
Processing Fixed Assets: <u>0</u>	YTD: <u>7</u>
Processing FMLA: <u>2</u>	YTD: <u>1</u>

On Going Special Projects:

Employee Lunches with the City Manager
 Windstorm Insurance Review
 Fixed Assets Audit for Insurance Coverage Review.
 Policy Revisions Review- Fire/EMS Appendix A, Transfers, Tuition Reimbursement, Paydays and Hours of Work, Long-Term Disability, Education Pay

Employee of the Month Program
Payroll Audit 2017/2018
Health Benefits Review
Seasonal Employee Applications and Process
Angleton's Salary Survey
UPDATE Paycom System with Life/ADD and LTD

General Operations Tasks:

TML Billing Review- Monthly, TMRS-Monthly/457/Pre Paid Legal- Bi-Weekly Reports, Payroll Bi-Weekly prep/processing, Generate required communications via emails and phone calls, continuing to address on -going claims/issues, Attendance of scheduled and unscheduled meetings, Assist Accounts Payable, Misc Filing Documents-Daily

STREET DEPARTMENT
MONTHLY REPORT--- June, 2019

Drainage Set culverts

- 1324 N. Ave. Q--4 ft
- 1515 West 8th alley--20 ft
- 502 West 8th alley--20 ft

Cut drainage and jetted out culvert pipe

1315 West 4th alley-----400 ft

Concrete report:

- 1.Remove concrete, set forms,& rebar for driveway @1400 blk. N. Ave Q
- 2.Remove concrete, set forms,& rebar for sidewalk @ N. Ave M
- 4- Pour Driveway @ 1400 Blk. Of N. Ave. Q
- 4- Pour Sidewalk @ Skinner & N. Ave. M

Pothole repair:

- Completed 50+ work orders for QPR asphalt
- 4+ alley Blocks with Crushed concrete repairs

Rainy Day Schedules-- Total 4 days:

Total 5 tons of trash/debris collected

Mowing Report:

City owned lots completed 100 % of lots 2- times and
100 % of ROW /drainage ditches1-time

Sweeper operations:

No sweeping this month

Also worked on.

Beach entrance repair, road Maint,and beach cleanup.

Projected work for July, 2019

Drainage--- 1311 N. Ave. Q --1600 lin.ft.

Drainage--- 915 West 6th --850 lin.ft.

6-culverts--100 lin. ft.

Complete volleyball court

Sidewalk for Splash Pad & Weight Station

Oversee Contractors on concrete jobs and offer assistance
where and if needed.

Parks Monthly Progress Report

June 2019

Facilities

1. *Beach Start-Up
2. *A/C at River Place
3. *Rental Agreement
4. Flowerbeds- grooming corridor
5. Help museum get sharks ready for exhibit
6. Clean bank for the Consulate
7. Set up tables at City Hall for Life Guard orientation
8. Saved alligator and released it
9. Fixed bench seat at splash park picnic table
10. Cleaned up concrete pieces by landing
11. Nominate Employee of the month- Patricia Castillo
12. Unload and load 10 crates of sharks to museum
13. Paint walls, floor, splash pad, trash can post @ FCHP
14. *Quotes to repair Antonelli waiting on last quote to be sent
15. *Mystery Boat quotes to repair
16. Basketball courts all new lines painted
17. Finalize preparation for Fishing Fiesta
18. Touch up paint at FMP picnic tables and ticket booth

GROUNDS

1. Mowed and weed east all fields for Fishing Fiesta RV's to park
2. Helped load and unload crates for shark exhibit
3. Picked up barricade at museum
4. Haul off tree limbs from trees in FMP for RV parking
5. Move Palm Fronds from Mayors lot and put in dumpsters
6. Change mower blades on all mowers
7. Help Museum hang sharks for exhibit

8. Help trim all rose bushes in FMP
9. Cut tree lines down 288
- 10.*Clean inlets on FMP and Ave. A
- 11.*Spray all insides of playgrounds
- 12.Prepare grounds at River Place for fishing fiesta

*Denotes Work in Progress

Routine Monthly Tasks

1. Mow 12 parks and levees every week
2. Litter Control from 288 Entrance throughout the city.
3. Clean all rentals after each rental.
4. Mowing Contractors: schedule mows and inspect work
5. Beach Preparedness: litter control, trash cans, roll offs, post signs, and schedule porta cans.
6. Seasonal flowers
7. Seasonal painting at all parks
8. Ballparks & Maintenance
9. Clean Inlets as needed due to rain.

June Monthly Report

1. Pool Certification class was taken by city employees including myself.
2. Planning Fall Fest.
3. Taking applications for Permanent Part-time employee.
4. Ordered Lifeguard Umbrellas.
5. Training new part-time employees.
6. Working on ideas to improve the Rec for Long-Term and to better our Patrons Experience here.
7. Cleaned out Storage room and turned into Supervisors office.
8. Water Aerobics has started for morning and evening classes.
9. Claudia our new Zumba teacher started and is Great!
10. Working on ideas for new possible events to bring something fresh to the Recs Events for Freeport.

I have a lot of ideas and Goals being the Supervisor here and it being my first year. I'm learning more and more as time goes. I want to better the Rec as best as I can with organizing and making improvements with everyday life here and keeping up with the building and it's equipment.

Thank You,

Haley Killion

Rec Supervisor.

Laura Tolar

From: Kim Townsend
Sent: Wednesday, July 10, 2019 7:19 AM
To: Laura Tolar
Subject: FW: Maintenance Report for June

Laura,

Attached is June Maintenance Report also Antonelli will not be on agenda, he sent quote will no name description on it. So Mystery Boat and Riverplace pier. I'll send that in a few minutes..

From: carissa liddell <seidlercarissa@gmail.com>
Sent: Tuesday, July 9, 2019 11:16 PM
To: Kim Townsend <ktownsend@freeport.tx.us>
Subject: Maintenance Report for June

1. Fix door lock at rec center
2. Changed air filters @ City Hall
3. Turned off holiday timer @ City Hall
4. Changed air filters @ Library
5. Playground inspections
6. Mitchell cleaned out his truck
7. Got count of toddler swings @ all parks to replace
8. Repaired 2 signs (exit/one way) for event Thursday 6/6
9. Blower motor @ FS 1 on a/c burned up (caught fire) Called Prather and Harlan to come out
10. Picked up picnic tables for Rec Center @ McCoys
11. Fixed mushroom pump (tighten union/pipe, primed up pump w/waterhose)
12. Fixed plug for handicap chair @ Pixies
13. Unclogged sink @ FMP
14. Storm prep (put up anything that might fly away)
15. Put up barricades @ FMP back in storage
16. Checked roof @ service center for leaks in bay
17. Put out exit/one way sign @ FMP
18. Moved tires to service center from OPD
19. Drill
20. Put cut limbs in dumpster @ OPD
21. Check leaks @ buildings city wide
22. Put up tarp on museum roof (water leak)
23. Turned off irrigation @ Mem. Park
24. Hooked up pump @ rec center (pool overflow)
25. Water leak @ U.I.C conference room
26. Put out exit only/one way signs @ FMP
27. Build stand for ice machine @ Pixie
28. Install new water line @ Pixie
29. Reset tripped breaker @ FMP
30. Set up pump to pump out reservoir @ rec center for mushroom pump
31. Picked up signs @ FMP
32. Took saws all, drill to rec center
33. Caulking on Museum roof

34. Drilled holes in planters @ rec center
35. Fixed barricades @ beach in front of port-o-cans
36. Fixed door @ FMP restroom new hinges
37. Cut down poison ivy @ rec center mushroom pump
38. Caulked holes on roof @ City Hall
39. Caulked vent @ City Hall roof
40. New wax ring and caulk @ Lucy goose toilet
41. Ran drain line @ Pixie for ice machine
42. Removed nails/screw on landing
43. Replaced board on deck of landing
44. Re-pipe/repair mushroom pump
45. Pumped water out of reservoir @ rec center
46. Fixed toilet 1st floor City Hall
47. Measure door @ V.I.C
48. Measured trench @ V.I.C.
49. Check a/c @ Museum (still frozen)
50. Fixed banner @ Mystery Boat
51. Replaced acid barrel hose @ rec center
52. Replaced lock to cabinet for acid barrel @ rec center
53. Got info off of a/c unit @ Library
54. Put up Fishing Fiesta banner @ FS 1
55. Put up Fishing Fiesta banner @ Mystery Boat
56. Fixed water leak @ FMP
57. a/c unit off of OCH w/help from codes
58. Filled up oil on pressure washer
59. Put up all U.S. Flags city wide
60. Turn on Splash pad @ Mem Park
61. Cleaned out truck, checked fluids, filled up for weekend.
62. Checked out mushroom pump said it was smoking/ would not prime up
63. Unlocked restrooms @ S.F. Austin
64. Sprayed bees @ V.C.H
65. Fixed drain @ service center
66. Checked roof leak @ FS2 (needs roof patch)
67. Took down U.S. Flags city wide
68. Park inspection city wide
69. Help Patrick set up FMP pavilion for Senior event (paint/clean) moved tables
70. Fixed air line @ service center
71. Fixed water line @ service center
72. Fixed theater chair @ Museum
73. Re-cemented back door @ museum
74. Caulked around vent for a/c @ Museum
75. Spread dirt around V.I.C back area
76. Caulk gutter @ V.I.C
77. Water leak in Amistad due to conference room on second floor
78. Meet w/plumbers to snake out line @ city hall
79. Hot water heater @ service center had bad connection (re-did wire nut)
80. Tape and float sheetrock @ amisted
81. Ran condensation line @ V.I.C into gutter
82. Fixed leaks @ R.P channel
83. Put in electrical line @ PD
84. Cleaned truck out of extra tools for jobs, put up extra parts
85. Put up 3 ceiling tiles in Betty's Office

86. Bleach in drain pan @ FH4
87. Made brace for Olin window
88. A/C on FS1 roof w/ Prather and Harlan
89. Replaced tile @ FS1
90. New water leaks @ Museum in main lobby
91. Vacuum up water @ Lucy goose men's restrooms
92. Changed temps higher for Olin
93. Unlocked door @ rec center office
94. Tighten shower handle in men's restroom rec center
95. Fixed electrical post at FMP
96. Adjust hot water heater temp @ Library
97. Helped move sharks out of city hall to museum
98. Replaced 2 ceiling tiles @ City Manager restroom
99. Patch door @ Pixie with plywood
100. Fixed door @ mushroom pump doghouse
101. Fixed door @ pool pump room
102. A/C frozen @ museum again (possible Freon leak)
103. Clean up broken window @ VCH
104. Replaced broken board @ FMO playground
105. Fixed boards/rope on landing
106. Help take sharks out of crate for Museum
107. Check electrical/plumbing @ FMP for fishing fiesta

Here is June's per John

Sincerely,
Carissa Seidler
Maintenance Supervisor



**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
EMS Coordinator

To: Mr. Kelty, City Manager

From: Christopher D. Motley, Fire Chief

Date: July 10, 2019

Re: June 2019

Response alarms: April: Fire – 12
EMS: - 160
Total: 172

Significant Events: Increase of high heat index weather related responses.
Two Structure fires

Equipment/Instructure: Ambulance out of service due to diesel injector's replacement. Updating building infrastructure for internet connectivity. Fire Station #1, main air conditioner in the EOC/training room is out of service. Pending compressor replacement.

Emergency Management: Processing Hurricane Harvey reimbursement for response and recovery expenses. CDBG-DR approval of Resolution for the main waste water treatment plant improvements. Hurricane Preparation Expo June 22nd Brazoria County Fairgrounds. Mailed 2019 Hurricane Guide Books to each resident. City Staff/Directors had Emergency Management training on response/recovery operations to Hurricanes

Personnel: Probationary FF Christopher Steamy completed orientation and on shift. Hired one firefighter in orientation (June 26). Schedule to complete orientation July 10 and be assigned to shift.
Fire Marshal vacancy.

Public Relations:

FF Richard Woodward Memorial Services
Freeport Police Department OC Spray Training
DARE – Brazosport High School

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

Monthly Golf Course report June 2019

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	\$17,000	\$17,085	+\$85.00
Cart Rental	\$9,000	\$ 8,406	\$-594.00
Merchandise	\$9,000	\$15,689	+\$6689.00
Prep Food	\$ 900	\$ 564	\$- 336.00
Beer Sales	\$ 7,000	\$ 5,407	\$- 1,593.00
Drinks/Chips	\$ 3,500	\$ 3,928	+\$ 428.00
Memberships	\$ 7,000	\$ 7,242	+\$ 242.00
Total	\$53,400	\$58,321	+\$4921.00

For the month of June we exceeded our revenue goal by \$4,921 which mainly came from the help of our increased merchandise sales. Unfortunately we saw the wettest June I have recorded in the past 10 years with 15 ¾" of rain. We have seen a dip in beer sales and prep food but that usually happens during the hot days of summer. Membership numbers continue to be a bright spot in this years revenue as we are forecasted to beat last years numbers by \$20,000.

We will be kicking off our First Tee summer youth program in July and the class sold out in two weeks so the staff and myself are very excited for what this will bring to our community as we will be the only course in Brazoria County to offer the First Tee program.

Thank you

Brian Dybala

**Freeport Historical Museum
Monthly Summary Report
June 2019**

Special Events/Exhibits

Downtown Market Day – Downtown Market Days have been suspended indefinitely. I am optimistic that EDC will be willing to sponsor future market events with museum staff available to assist in scheduling vendors.

Shaking Hands with Other Lands –Mrs. Carmen Read wrapped up her very successful world culture exhibit on June 22nd. We are so grateful to her for her time and efforts to bring her interactive exhibit to the museum for our community to enjoy.

Deep Water Shark Exhibit – Immediately following the world culture exhibit, we will be setting up the sharks in the temporary exhibit hall. We will need Parks and community service to move the sharks from City Hall and set up in the hall. The shark exhibit is scheduled to run through the month of July, but with no exhibit planned for the month of August we will likely leave it open throughout the remainder of summer.

KidFest – We are in the process of finalizing KidFest plans. Volunteers are needed, and we will have an event schedule and setup map available soon. We have changed the hours to 5-9pm in an effort to beat the heat. This year's event will be a Hawaiian Luau themed party including fun and festive entertainment and decorations. Confirmed sponsors include:

BASF	\$1,000.00
Port Freeport	500.00
Top Coat	250.00
Arlan's Market	500.00
MEGlobal	1,000.00
Totals	\$3,250.00

Maintenance

With the heavy rain events in June, we were bombarded with many new leaks in the Children's Exhibit Hall, mechanical room and front lobby. The college has several leaks as well, one that caused damage to the instructor's computer. Maintenance worked to determine the cause and location, but with the insulated roof it is difficult to pinpoint the origin of the leaks. In addition, the double doors off the Little Theatre are leaking at the top and bottom. Maintenance advises replacing the frame and doors to remedy the problems.

We have also been dealing with multiple A/C issues in the main exhibit hall. We are working to resolve as cost effectively as possible.

Statistical Data

Revenues

Admission Fees	(no charges)
Donations	265.00
Gift Shop	117.50
<u>Sponsorships</u>	<u>6728.00</u>
TOTAL	\$7,110.50

Museum Attendance

Adults	133
Children	157
<u>Seniors</u>	<u>15</u>
TOTAL	305



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 June, my officers responded to 2288 calls for service. Those calls include all crime related calls, calls for citizen assistance, Animal Control calls, citizen contact and traffic stops. Anytime an officer calls out on the radio, a call type is generated.

Significant Incidents:

We had a subject who was shot at his apartment at 902 N Ave J. The victim showed up at the hospital with a gunshot wound but was uncooperative with our officers. No suspect leads at this time, and the case remains active.

We also had a fatality accident involving a boat which struck the railroad bridge on 2nd Street. A 23 year old male was riding in the back of a boat that was being pulled by a truck and the boat was too tall and struck the bridge. This incident was investigated as an accident.

Community Events:

Unveiling event of our Thin Blue Line Community Services Humvee that will be taken out to community events requested by our business owners and citizens

Attended an event at Pinky's where the owners fed families living at the Salvation Army

Participated at the "Dog Days" event at St. Paul's Episcopal Church," where youth from our community enjoyed fellowship and hot dogs.



To Protect, Serve, Model Integrity and Demonstrate Professionalism



Finance, Court & Water Departments

Title: Monthly Report for June 2019

Date: July 15, 2019

From: Stephanie Russell, Assistant City Manager/Finance Director

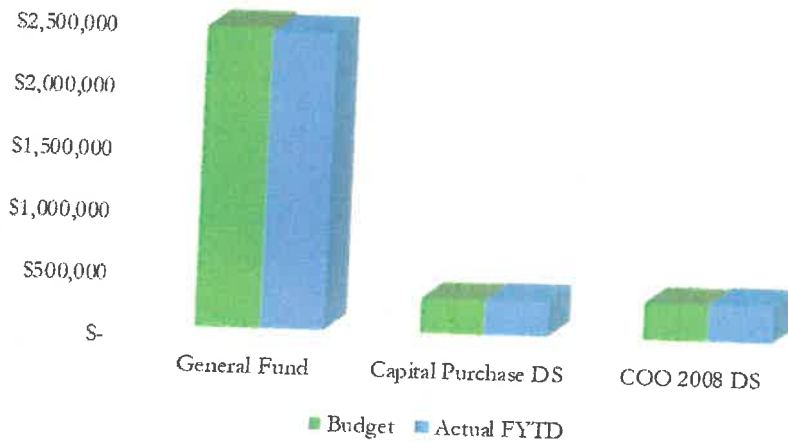
Major Revenue

Property Tax

As of the end of June, the City had received 100% of its Property Tax Revenue.

Fund	Budget	Actual FYTD	% Rcvd FYTD
General Fund	\$ 2,412,833	\$ 2,387,015	99%
Capital Purchase DS	\$ 279,907	\$ 287,340	103%
COO 2008 DS	\$ 295,518	\$ 303,408	103%
Total	\$ 2,988,258	\$ 2,977,763	100%

Property Tax Budget vs. Actual



Industrial District Contracts

The City has received 93% of its revenue to-date, the next payments are due July 31st.

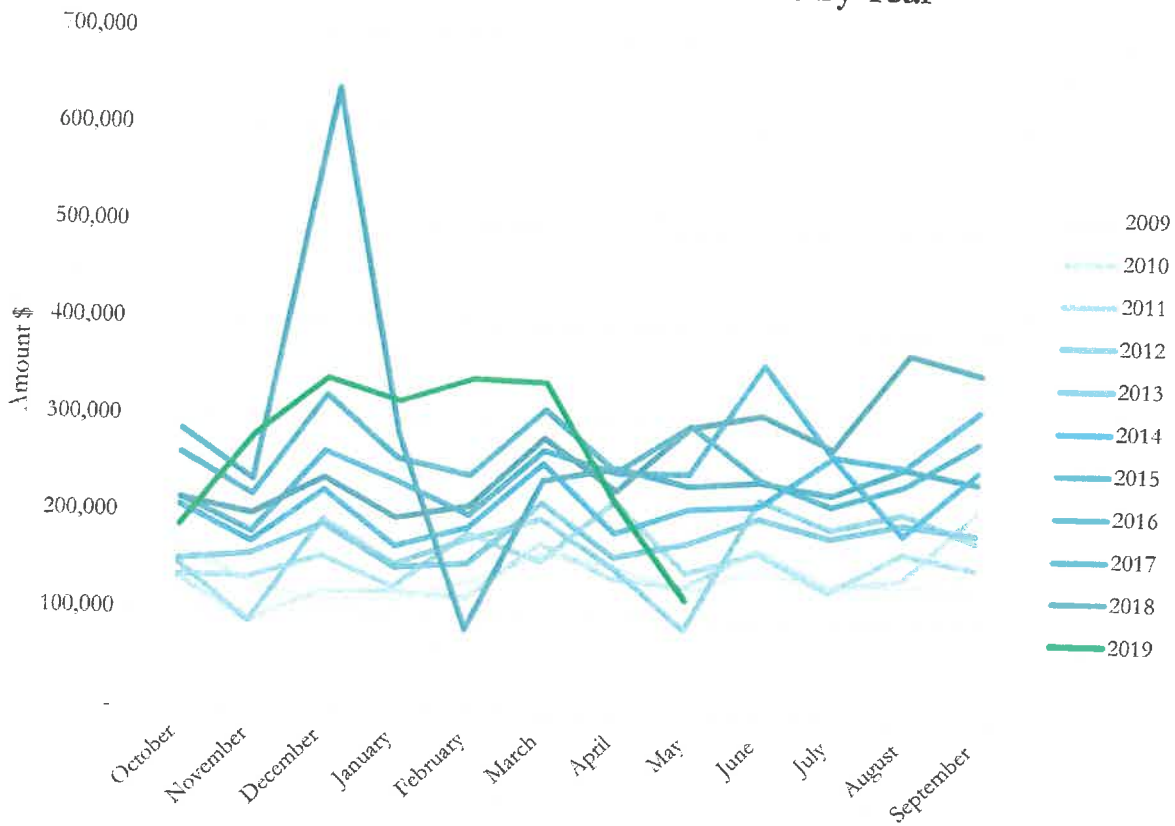
Agreement	Amended Budget	Actual YTD	% Rcvd FYTD
Brazosport IDA	4,273,311	4,273,312	100%
Freeport IDA	1,484,553	943,553	64%
Freeport LNG	1,775,000	1,775,000	100%
Total	\$ 7,532,864	6,991,865	93%

Sales Tax

Sales Tax Revenue is up about 15% from this time last fiscal year (May) and trending over budget – over 95% has been received for only 67% of the year. Please note, there is a two-month lag from when Sales Tax is collected and received by the City; thus, May's Sales Tax was received in July.

Actual Sales Tax	FY2018	FY2019	% Change
October	215,308	187,361	-13%
November	200,806	281,761	40%
December	239,165	341,499	43%
January	198,873	319,310	61%
February	212,567	343,893	62%
March	284,577	341,557	20%
April	231,594	219,081	-5%
May	298,921	120,460	
June	312,884	-	
July	280,065	-	
August	378,933	-	
September	359,563	-	
Grand Total	3,213,257	2,154,920	
Total Budget	2,437,000	2,250,000	-8%
% of Budget YTD	131.9%	95.8%	

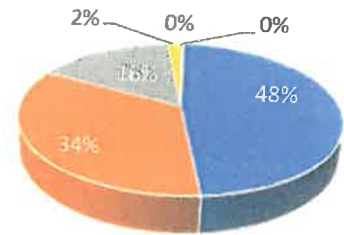
Comparison of Sales Tax Revenue by Year



Utilities

	FY2018	FY2019 YTD
Service Categories		
Water	\$ 2,790,757	\$ 1,986,637
Sewer	\$ 1,910,245	\$ 1,404,521
Garbage	\$ 877,392	\$ 663,677
Ambulance	\$ 92,044	\$ 70,076
Surcharges	\$ 3,048	\$ 155
Miscellaneous	\$ 9,456	\$ 12,600
Total	\$ 5,682,942	\$ 4,137,664

Services by Category



Water Consumptions (Gallons)		
Billed Consumption	418,205,000	288,300,000
Unbilled Consumption	1,991,000	641,000
Total	420,196,000	288,941,000

- Water
- Sewer
- Garbage
- Ambulance
- Surcharges
- Miscellaneous

Sewer Consumptions (Gallons)		
Billed Consumption	314,830,377	223,233,263
Unbilled Consumption	0	0
Total	314,830,377	223,233,263

Municipal Court

	Total FY2018	FY2019 YTD
Violations		
Filed	4,195	2,906
Completed	2,892	1,871
Outstanding Violations	1,303	1,035
Warrants		
Issued	1,189	530
Cleared	1,301	643
Change in Total Warrants	-112	-113
Other Paid Cases	86	207
Total Fees/Fines Paid*	\$ 647,702	\$ 417,469
* Includes Regulatory, State & Other Agency Fees		
Municipal Court Revenue	\$ 473,531	\$ 209,939
Budget	\$ 418,000	\$ 425,000
% Completed	113%	49%



Accounts Payable

Purchase Orders	FY2018	FY2019 YTD
Outstanding	11	32
Partial	20	46
Completed	870	523
Total	901	601

Ongoing Initiatives

FY2017-2018 Audit

The Auditors were onsite to conduct the FY2017-2018 audit the week of April 15-25, 2019. The audit is complete, and the auditors presented the draft Annual Financial Report (AFR) July 1st. The final AFR is now posted on the City's website under http://www.freeport.tx.us/page/finance_budget

Banking RFP

The Request for Applications (RFA) was published Monday, July 8th and is due Thursday, August 1st. Additionally, a non-mandatory pre-application conference will be held at 11:00 a.m. on Wednesday, July 17, 2019.

Budget

Staff met Monday, July 8th to review the internal budget process. Departmental requests are due to the City Manager Friday, July 12th and will be reviewed the following week. The proposed budget will be delivered to Council the week of July 29th and presented August 5th.

Financial Software

The City is not fully utilizing its financial software to its maximum capacity. Therefore; staff is currently working with the software provider to expand our use within the available modules and evaluate adding new ones. Additionally, staff is also evaluating the cost versus benefit of newer versions of the current software and other software that is available.

Policies

Staff is reviewing current policies and procedures to determine updates and new policies moving forward. Council approved the Purchasing Policy and Financial Management Policy in May. Staff is currently working on administrative procedures to ensure internal controls and financial accountability.

Purchasing Cards

Initial forms have been submitted to the State for both the purchase and fuel cards. Staff has met with both providers to begin the implementation process. Staff expects full implementation to be complete before the end of the fiscal year.

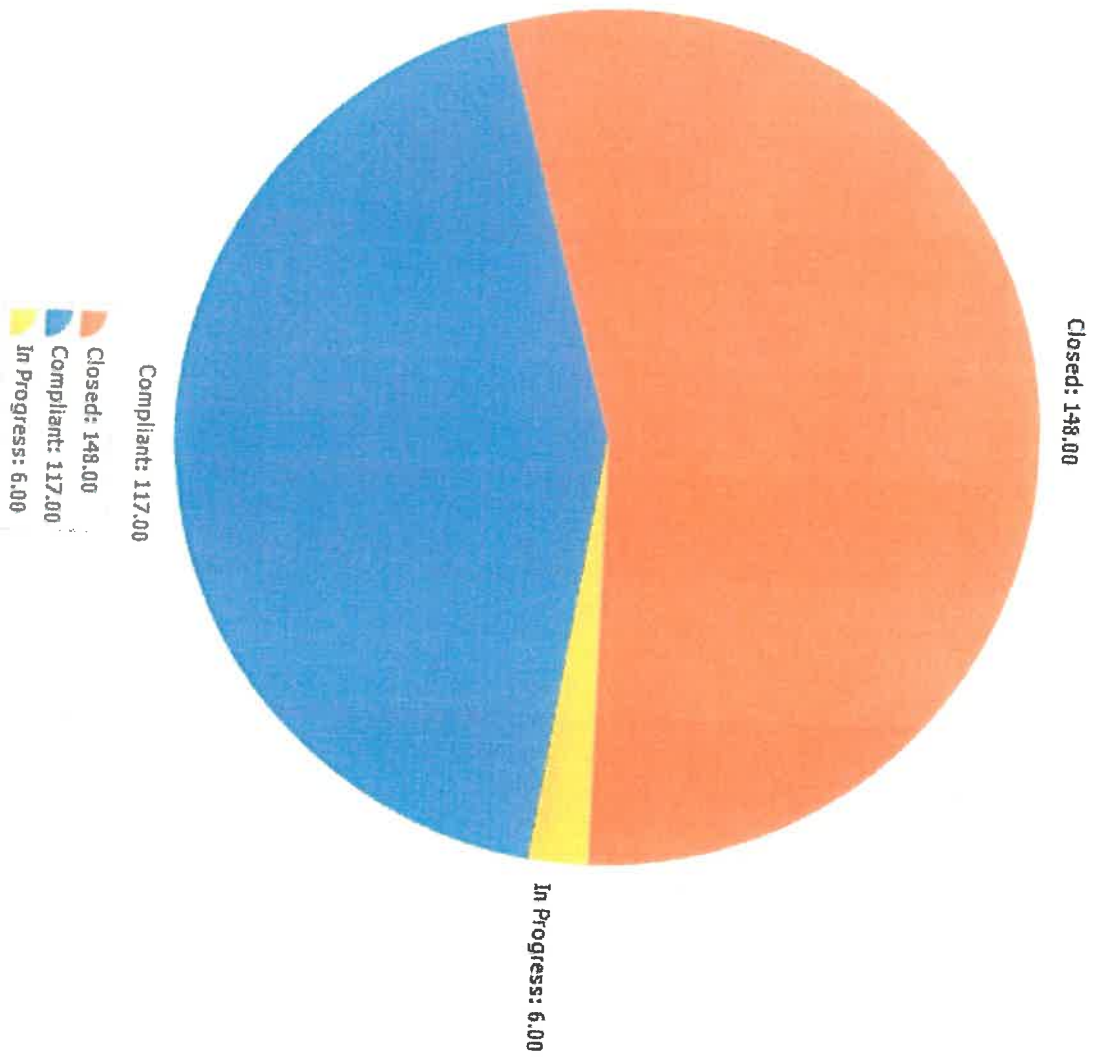
Records

Staff has been diligently working to sort and organize the massive volume of paper records left by the previous Director for ease of reference and compliance with records retention.

Code Enforcement Cases - March to May 2017

Run Date: 07/01/2019 8:00 AM

Code Enforcement Cases



Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Steve Upton	3/17/2017	V007770-03171Z	Compliant	200 SWEENEY ST	RAUL JOSE & CLAUDIA RODRIGUEZ	High grass and weeds, some litter and debris, tire discarded.
Steve Upton	3/17/2017	V007771-03171Z	In Progress	1524 N AVE Q	LUCKY NICHELLE ELIZABETH	House burned and is unsecured, high grass, piles of litter/debris/trash/junk, rotten wood on garage, garage not secure-hole in side of building. Trees on ground, trees stored inside burned structure.
Steve Upton	3/17/2017	V007772-03171Z	In Progress	200 SWEENEY ST	HERNANDEZ MANUEL & VERONICA	Roof has collapsed on building, several junk vehicles on property, high grass and weeds, litter/debris
Steve Upton	3/21/2017	V007784-03211Z	Compliant	1915 N AVE H	USA BANK NA % SHRIERA SMITH	High grass litter and debris, open structure
Steve Upton	3/21/2017	V007785-03211Z	Compliant	1917 N AVE H	WARE JOYCE M	high grass unsecured shed
Steve Upton	3/16/2017	V007759-03161Z	Compliant	1802 N BRAZOSPORT BOULEVARD	QM MARKETS INC	Stagnate water around scale area. Needs to be removed
Steve Upton	4/3/2017	V007854-04031Z	Closed	2001 N BRAZOSPORT BLVD-214	CANALES ANGELICA	No Address, unlicensed vehicle, shed not tied down, improper skirting.
Steve Upton	4/3/2017	V007858-04031Z	Closed	2001 N BRAZOSPORT BLVD-201	GARCIA JOSE ANGEL	Skirting needs to be brought to code, butane not properly used.
Steve Upton	4/3/2017	V007860-04031Z	Closed	2001 N BRAZOSPORT BLVD-202	CALDERON MAYNOR	skirting, add on not secured possible plumbing
Steve Upton	4/3/2017	V007861-04031Z	Closed	2001 N BRAZOSPORT BLVD-203	LEWIS GERALDINE % QUINONEZ SENAYDA A	skirting, address numbers same color as building
Steve Upton	4/3/2017	V007862-04031Z	Closed	2001 N BRAZOSPORT BLVD-204	SALINAS OSCAR J	skirting, building needs repair, add on not tied down,
Steve Upton	4/3/2017	V007863-04031Z	Closed	2001 N BRAZOSPORT BLVD-205	CHAVEZ-TREJO JULIA MAE	skirting, sewer line cracked
Steve Upton	4/3/2017	V007864-04031Z	Closed	2001 N BRAZOSPORT BLVD-206	NIETO LUIS M & RUTA E % RUBEN NIETO	skirting, junk vehicle, shed needs painting,
Steve Upton	4/3/2017	V007865-04031Z	Closed	2001 N BRAZOSPORT BLVD-207	DAVILA FRANCISCO & MARIA	skirting, junk vehicle, building add on not secured
Steve Upton	4/3/2017	V007866-04031Z	Closed	2001 N BRAZOSPORT BLVD-208	DELA FUENTE JUAN	no address, no skirting, add on needs repair/repaint, possible sewer leak-using duct tape

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Steve Upton	4/3/2017	V007867-04031Z	Closed	2001 N BRAZOSPORT BLVD-210	GARCIA MARIA DEL ROCIO ESTATE	skirting, shed needs repair/paint/tie down/ litter and debris
Steve Upton	4/4/2017	V007870-04041Z	Closed	2001 N BRAZOSPORT BLVD-211	SUAREZ GIL & TERESA CAMPOS	skirting, need new address numbers, graffiti, improperly installed water heater
Steve Upton	4/4/2017	V007872-04041Z	Closed	2001 N BRAZOSPORT BLVD-212	MARMOLEJO EFREN	need new address numbers, shed and add on not properly secured
Steve Upton	4/4/2017	V007873-04041Z	Closed	2001 N BRAZOSPORT BLVD-213	GUZMAN JUAN HERNANDEZ	skirting, add on not tied down, 2 unlicensed motor vehicles
Steve Upton	4/4/2017	V007875-04041Z	Closed	2001 N BRAZOSPORT BLVD-215	SPRADLING DOUGLAS M & PATRICIA L	skirting, add on not tied down, needs address on end of mobile home
Steve Upton	4/4/2017	V007877-04041Z	Closed	2001 N BRAZOSPORT BLVD-216	QUINONEZ GABRIELA	skirting, plumbing at water heater needs repair, add on not tied down, needs new address-on end of trailer
Steve Upton	4/4/2017	V007880-04041Z	Closed	2001 N BRAZOSPORT BLVD-217	SALINAS OSCAR D	open structure needs to be secure. skirting, open windows, high grass
Steve Upton	4/5/2017	V007892-04051Z	Closed	2001 N BRAZOSPORT BLVD-218	ALVARA RICARDO & GUILLEN GENEVIE	needs new address numbers to contrast from building paint color. skirting, add on not tied down.
Steve Upton	4/5/2017	V007893-04051Z	Closed	2001 N BRAZOSPORT BLVD-221	RASCON MARCELA	two addresses on trailer, one on side correct, different one on the window--needs to be removed, skirting.
Steve Upton	4/5/2017	V007894-04051Z	Closed	2001 N BRAZOSPORT BLVD-222	HINOJOSA DAVID %DANIEL DELA FUENTE	SKIRTING, GRAFFITI, BROTHER WORKING ON PLUMBING WITHOUT PERMIT/LICENSE
Steve Upton	4/5/2017	V007895-04051Z	Closed	2001 N BRAZOSPORT BLVD-223	MENDOZA EPIMENIO	skirting, electrical wiring violations, shed not tied down
Steve Upton	4/6/2017	V007896-04061Z	Closed	2001 N BRAZOSPORT BLVD-224	MOLINA YESSENIA GOMEZ	skirting, litter and debris, need to paint add on buildings, need add on buildings to be tied down
Steve Upton	4/6/2017	V007897-04061Z	Closed	2001 N BRAZOSPORT BLVD-225	GOMEZ MIGUEL	skirting, add on not tied down, litter and debris
Steve Upton	4/6/2017	V007897-04061Z	Closed	2001 N BRAZOSPORT BLVD-226	ZAVALA MARIA % GABRIEL CEBALLOS	SKIRTING, HIGH GRASS, LITTER AND DEBRIS, EXTENSION CORD WRONG USE,

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Steve Upton	4/6/2017	V007899-040617	Closed	2001 N BRAZOSPORT BLVD-227	OLIVAS CLEOTILDE	needs new address, skirting, add on not tied down
Steve Upton	4/4/2017	V007883-040417	Closed	2001 N BRAZOSPORT BLVD-219	VASQUEZ ANNA	Skirting, need new address, add on not secured
Steve Upton	4/5/2017	V007890-040517	Closed	2001 N BRAZOSPORT BLVD-220	GARCIA VICTOR M & MARIA A % JUAN CARLOS CONTERAS	LITTER AND DEBRIS, SKIRTING, ADDRESS NEEDS TO BE ON TRAILER, ADD ON NOT SECURED,
Steve Upton	4/6/2017	V007901-040617	Closed	2001 N BRAZOSPORT BLVD-229	TOPIA BLANCA	SKIRTING MOTOR VEHICLE EXPIRED TAG, POSSIBLE SEWER LEAK, LITTER AND DEBRIS
Steve Upton	4/6/2017	V007904-040617	Closed	2001 N BRAZOSPORT BLVD-230	RUIZ FERNANDO & NANCY % TIFFANY HUERTA	SKIRTING MOTOR VEHICLE WITHOUT CURRENT TAGS PORCH NEEDS REPAIR ADD ON NOT TIED DOWN BUTANE TANK NEEDS REPAIR AND LABELS NEEDS ADDRESS
Steve Upton	4/11/2017	V007927-041117	Closed	2001 BRAZOSPORT BLVD-131	AYALA OSCAR A	skirting address needs replacing litter and debris butane on porch refrigerator on porch not secured needs painting and add on not secured
Steve Upton	4/12/2017	V007931-041217	Closed	2001 N BRAZOSPORT BLVD-100	DAVILA ALMA % FERMINA CANO	NEEDS ADDRESS, SKIRTING, ADD ON NOT TIED DOWN
Steve Upton	4/12/2017	V007932-041217	Closed	2001 N BRAZOSPORT BLVD-104	MENDEZ FERNANDO	SKIRTING, ADD ON NOT TIED DOWN LITTER AND DEBRIS
Steve Upton	4/12/2017	V007933-041217	Closed	2001 N BRAZOSPORT BLVD-105	CAMPOS MA C	SKIRTING, MOTOR VEHICLE EXPIRED TAGS, LITTER AND DEBRIS
Steve Upton	4/12/2017	V007938-041217	Closed	2001 N BRAZOSPORT BLVD-106	DICKERSON JANET I	SKIRTING ADD ON NOT TIED DOWN SHED NOT TIED DOWN
Steve Upton	4/12/2017	V007939-041217	Closed	2001 N BRAZOSPORT BLVD-107	STANFORD WILLIAM CRAIG %AUGUSTIN MENDOZA	SKIRTING SHED NOT TIED DOWN POSSIBLE WATER/SEWER PROBLEM CHECK WITH SCOTT
Steve Upton	4/13/2017	V007941-041317	Closed	2001 N BRAZOSPORT BLVD-108	PEREZ ROSALINDA	skirting
Steve Upton	4/13/2017	V007942-041317	Closed	2001 N BRAZOSPORT BLVD-109	CRUZ LUIS MANUEL	skirting, litter and debris, stagnant water, needs painting on exposed wood

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Steve Upton	4/13/2017	V007944-041317	Closed	2001 N BRAZOSPORT BLVD-110	AYALA ROSA % JUANVA I MORALES	SKIRTING, ADD ON NOT SECURED,
Steve Upton	4/13/2017	V007945-041317	Closed	2001 N BRAZOSPORT BLVD-127	LUNA ISIDRO	skirting, add on and shed not secured, butane on porch, litter and debris
Steve Upton	4/13/2017	V007946-041317	Closed	2001 N BRAZOSPORT BLVD-129	RIVERA MA TAINORA	SKIRTING STAGNATE WATER LITTER AND DEBRIS NEEDS PAINTING NO TIE DOWN ON ADD ON
Steve Upton	4/13/2017	V007947-041317	Closed	2001 N BRAZOSPORT BLVD-130	HERNANDEZ FIDEL SANCHEZ % FRANICISCO LOMELI	SKIRTING LITTER AND DEBRIS STAGNATE WATER POSSIBLE SEWER LEAK, ADD ON NOT TIED DOWN
Steve Upton	4/13/2017	V007948-041317	Closed	2001 Brazosport Blve TRLR # 132	ROBERTO CANTU % Eloisa Soto	needs new address, skirting, add on not tied down
Steve Upton	4/13/2017	V007950-041317	Closed	2001 N BRAZOSPORT BLVD-231	PORRAS IRMA J % ELDIFONSO DIAZ	SKIRTING, SHED NEEDS REPAIR/DEMO ADD ON NOT SECURED NEEDS PAINTING
Steve Upton	4/13/2017	V007951-041317	Closed	2001 N BRAZOSPORT BLVD-232	VIRRUETA GILBERTO G	SKIRTING ADD ON SHED NOT SECURED
Steve Upton	4/13/2017	V007952-041317	Closed	2001 N BRAZOSPORT BLVD-233	GARCIA ISRAEL	SKIRTING ADD ON SHED NOT TIED DOWN
Steve Upton	4/13/2017	V007955-041317	Closed	2001 N BRAZOSPORT BLVD-234	CARDENAS RIGOBERTO	SKIRTING, SHED NEEDS REPAIR/DEMO/PAINTING ADD ON AND SHED NOT SECURED
Steve Upton	4/13/2017	V007957-041317	Closed	2001 N BRAZOSPORT BLVD-235	RASCON CARLOS	SKIRTING ADD ON NOT SECURED NEEDS PAINTING
Steve Upton	4/13/2017	V007956-041317	Closed	2001 N BRAZOSPORT BLVD-236	AGUILAR BERTANO	SKIRTING NEEDS PAINTING ROTTEN WOOD NEEDS TO BE REPAIRED ADD ON NOT SECURED
Steve Upton	4/13/2017	V007958-041317	Closed	2001 N BRAZOSPORT BLVD-237	DELA FUENTE PASCUAL % MANUELA GONZALES	SKIRTING ADD ON NOT SECURE (PORCH)
Steve Upton	4/13/2017	V007959-041317	Closed	2001 N BRAZOSPORT BLVD-238	VASQUEZ LINDA	NEEDS NEW ADDRESS
Steve Upton	4/13/2017	V007959-041317	Closed	2001 N BRAZOSPORT BLVD-239	VARGAS SOFIA	SKIRTING ADD ON NEEDS TO BE SECURE NEEDS NEW ADDRESS

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Steve Upton	4/13/2017	V007960-041317	Closed	2001 N BRAZOSPORT BLVD-240	ROBLES IRIS	SKIRTING ADD ON AND SHED NOT SECURED NEEDS PAINTING REAR PORCH NEEDS REPAIR/DEMO ROTTEN WOOD SHOWING
Steve Upton	4/13/2017	V007965-041317	Closed	2001 N BRAZOSPORT BLVD-244	NIETO LUZ ELENA % JOSE CRUZ	NEED ADDRESS ON END OF TRAILER SKIRTING LITTER AND DEBRIS ADD ON AND SHED NOT TIED DOWN SHED NEEDS REPAIR/DEMO NEEDS PAINTING
Steve Upton	4/13/2017	V007966-041317	Closed	2001 N BRAZOSPORT BLVD-245	DE LOPEZ CAROLINA C	address on side, skirting, needs painting add on and shed not secured
Steve Upton	4/15/2017	V007968-041517	Closed	2001 N BRAZOSPORT BLVD-246	ANSLEY WILLIE BERNICE % MALLEIA GOMEZ	SKIRTING NEEDS PAINTING ON ADD ON ADD ON NOT SECURED
Steve Upton	4/15/2017	V007969-041517	Closed	2001 N BRAZOSPORT BLVD-247	ESQUIVEL RICARDO A % JOSE ALEANDRO GARCIA	SKIRTING ROTTEN WOOD EXPOSED SHED NOT SECURED MOTOR VEHICLE EXPIRED TAGS LITTER AND DEBRIS
Steve Upton	4/15/2017	V007970-041517	Closed	2001 N BRAZOSPORT BLVD-248	FERNANDEZ G M % ERIK ZUNIGA	NEEDS ADDRESS SKIRTING ADD ON NOT SECURE NEEDS PAINTING EXPOSED ROTTEN WOOD LITTER AND DEBRIS
Steve Upton	4/15/2017	V007971-041517	Closed	2001 N BRAZOSPORT BLVD-249	ESQUIVEL MARIA % MARIA VALDEZ	ADDRESS NEEDS REPLACEMENT SKIRTING ADD ON MISSING ROOF ADD ON NOT SECURED MOTOR VEHICLE EXPIRED TAGS LITTER AND DEBRIS
Steve Upton	4/17/2017	V007972-041717	Closed	2001 N BRAZOSPORT BLVD-250	JASSO ROBERT & ABRIL	SKIRTING ADD ON NOT SECURED LITTER AND DEBRIS
Steve Upton	4/17/2017	V007974-041717	Closed	2001 N BRAZOSPORT BLVD-251	IRWIN RANDOLPH R % MARTIN & BLANCA e VASQUEZ	SKIRTING ADD ON NOT SECURE ADD ON NEEDS ROTTEN WOOD REPAIRED/REPLACED
Steve Upton	4/17/2017	V007975-041717	Closed	2001 N BRAZOSPORT BLVD-252	CARDENAZ VOLTIVAR LOPEZ % MARIA LEIDA GOMEZ	SKIRTING ADD ON NOT SECURED REFRIGERATOR OUTSIDE NOT SECURED
Steve Upton	4/17/2017	V007976-041717	Closed	2001 N BRAZOSPORT BLVD-253	AGUILAR ALVELINO MARTINEZ	SKIRTING ADD ON NOT SECURE REFRIGERATORS/FREEZERS OUTSIDE NOT SECURED
Steve Upton	4/17/2017	V007981-041717	Closed	2001 N BRAZOSPORT BLVD-254	RIVERA MANUEL	skirting add on shed not secured litter and debris stagnate water
Steve Upton	4/17/2017	V007982-041717	Closed	2001 N BRAZOSPORT BLVD-255	MARROQUIN JOSE LUIS	SKIRTING ADD ON NOT SECURE LITTER AND DEBRIS JUNK VEHICLE/EXPIRED TAGS IMPROPERLY INSTALLED WATER HEATER-EXPOSED ELECTRICAL NO DRAIN LINE NO VALVE

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Steve Upton	4/17/2017	<u>V007984-041717</u>	Closed	2001 N BRAZOSPORT BLVD-256	ELICERIO ABEL & DELIA	ADDRESS NEEDS REPLACING, SKIRTING, NEEDS PAINTING/CLEANING ADD ON NOT SECURE
Steve Upton	4/17/2017	<u>V007985-041717</u>	Closed	2001 N BRAZOSPORT BLVD-257	BARROS JOSE LUIS	ADDRESS NEEDED ON END OF MOBIL HOME SKIRTING EXPIRED TAGS ON MOTOR VEHICLE BUTANE TANKS
Steve Upton	4/17/2017	<u>V007986-041717</u>	Closed	2001 N BRAZOSPORT BLVD-258	ALVARADO EMANUEL & TANYA	SKIRTING MOTOR VEHICLE EXPIRED TAGS AD ON NOT SECURED NEEDS CLEANING/PAINTING
Steve Upton	4/18/2017	<u>V007993-041817</u>	Closed	2001 N BRAZOSPORT BLVD-259	MARTINEZ EFFRAIN & CARMEN	skirting address block by hedge/shrub add on not secured
Steve Upton	4/18/2017	<u>V007994-041817</u>	Closed	2001 N BRAZOSPORT BLVD-260	ALANIS MAURO & EMMA	SKIRTING SHED NEEDS REPAIR/DEMO ADD ON NOT SECURED LITTER AND DEBRIS
Steve Upton	4/18/2017	<u>V007995-041817</u>	Closed	2001 N BRAZOSPORT BLVD-261	ACUNA JORGE	SKIRTING BACK PORCH COLLAPSING NEEDS REPAIR/DEMO ADD ON NOT SECURED
Steve Upton	4/18/2017	<u>V007996-041817</u>	Closed	2001 N BRAZOSPORT BLVD-262	HERNANDEZ FRANCISCO	SKIRTING ADD ON NOT SECURE ADD ON NEEDS REPAIR/REPLACE/PAINT/DEMO ROOF HAS HOLE NEEDS REPAIR LITTER AND DEBRIS
Steve Upton	4/18/2017	<u>V007997-041817</u>	Closed	2001 N BRAZOSPORT BLVD-263	AYALA LUIS	SKIRTING LITTER AND DEBRIS ADD ON NOT SECURE BUTANE TANKS NOT PROPLERY INSTALL LABELED SHED NEEDS REPAIR/DEMO PAINTING
Steve Upton	4/13/2017	<u>V007962-041317</u>	Closed	2001 N BRAZOSPORT BLVD-242	URBINA DEBRA	SKIRTING NEEDS PAINTING ADD ON NOT SECURED
Steve Upton	4/13/2017	<u>V007963-041317</u>	Closed	2001 N BRAZOSPORT BLVD-241	BARAJAS YOLANDA BAUTISTA % JOSEFINA ARROYO	SKIRTING
Steve Upton	4/19/2017	<u>V008001-041917</u>	Closed	1624 N Ave H	T R CHEN FIRST FAMILY LTD PRT % THOMAS CHEN	High grass and weeds, needs mowing-could lead to rodent problem
Steve Upton	4/19/2017	<u>V008004-041917</u>	Closed	2001 N BRAZOSPORT BLVD-264	AYALA JOSE WALTER	NEED ADDRESS NUMBER PAINTED DIFFERENT COLOR, SKIRTING, ADD ON NOT SECURE SHED NEEDS REPAIR/DEMO/PAINT, EXPOSED ROTTEN WOOD BUTANE TANKS
Steve Upton	4/20/2017	<u>V008010-042017</u>	Compliant	1109 N AVE C	COOK & FARRIS PROPERTIES	Refrigerator outside unsecured with doors still attached

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Steve Upton	4/21/2017	V008017-042117	Closed	2001 N BRAZOSPORT BLVD-265	CISNEROS EDUARDO & MARIA % MA GAUDALUPE GUTTERREZ	ADDRESS NOT ON TRAILER SKIRTING ADD ON NOT SECURE SHEDS NEED REPAIR/DEMO BUILDING HAS MILDEW NEEDS PAINT/CLEANING MOTOR VEHICLE EXPIRED TAGS IMPROPER STORAGE BUTANE TANKS
Steve Upton	4/21/2017	V008018-042117	Closed	2001 N BRAZOSPORT BLVD-266	DE LA CRUZ BELLARMINO & ESPINOZA MINERVA	ADDRESS NOT ON TRAILER, SKIRTING, LITTER AND DEBRIS REPAIR/PAINT ADD ON CARPORT ADD ON NOT SECURE BUTANE TANK?
Steve Upton	5/1/2017	V008050-050117	Closed	2001 N BRAZOSPORT BLVD-267	ACUÑA HECTOR % ALEXANDER CALDERON	SKIRTING ADD ON X 3 NOT SECURE NEEDS PAINTING LITTER AND DEBRIS
Steve Upton	5/1/2017	V008051-050117	Closed	2001 N BRAZOSPORT BLVD-268	VELA ELCERIO	SKIRTING ADD ON NOT SECURE NEEDS PAINTING LITTER AND DEBRIS ADD ON NEEDS REPAIR/PAINT PROPERT INSTALL
Steve Upton	5/1/2017	V008052-050117	Closed	2001 N BRAZOSPORT BLVD-269	LEVARIO GABRIEL & MANUELA	skirting address needs to be contrasting color litter and debris needs painting add on not secure
Steve Upton	5/1/2017	V008053-050117	Closed	2001 N BRAZOSPORT BLVD-272	HERRERA ANTONIO	NEEDS NEW ADDRESS LITTER AND DEBRIS SKIRTING
Steve Upton	5/1/2017	V008055-050117	Closed	2001 N BRAZOSPORT BLVD 272	JEFFERSON DOUGLASW AND GLORIA J	ADDRESS NEEDS TO BE PLACED ON TRAILER, NEEDS PAINT
Steve Upton	5/1/2017	V008059-050117	Closed	2001 N BRAZOSPORT BLVD-139	JACKSON BRANDON & WENDY % VOLIVAR LOPEZ	NEEDS NEW ADDRESS SKIRTING NEEDS PAINT/REPAIR LITTER AND DEBRIS
Steve Upton	5/1/2017	V008062-050117	Closed	2001 N BRAZOSPORT BLVD #141	DE LA FUENTE EVARISTO	SKIRTING PORCH NEEDS REPAIR ADD ON NOT SECURED NEEDS PAINTING/CLEANING IN AREAS
Steve Upton	5/2/2017	V008063-050217	Closed	2001 N BRAZOSPORT BLVD TRLR 102A	PENA NIDIA	ADDRESS NEEDS REPLACEMENT/CORRECTION SKIRTING ADD ON NEEDS TO BE SECURE
Steve Upton	5/2/2017	V008064-050217	Closed	2001 N BRAZOSPORT BLVD TRLR 133	BAUTISTA ANGEL E % JOSEFA CARDENAS	NEEDS NEW ADDRESS SKIRTING 2 VEHICLES EXPIRED TAGS, NEEDS PAINTING
Steve Upton	5/2/2017	V008065-050217	Closed	2001 N BRAZOSPORT BLVD TRLR #134	MEZA LUIS & CECILIA % HUGO GALLANO GOMEZ OR FRANSSISCO MENDEZ	SKIRTING IMPROPER PLUMBING BUTANE TANK UNDER TRAILER LITTER AND DEBRIS

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Steve Upton	5/2/2017	V008066-05021Z	Closed	2001 N BRAZOSPORT BLVD TRLR #135	LOPEZ ESTEBAN M & ROSA MARIA	NEEDS NEW ADDRESS, SKIRTING ADD ON NOT SECURE
Steve Upton	4/26/2017	V008039-04261Z	Compliant	630 W 5TH ST	MENDOZA MARIA	House needs repair, vehicle needs to be updated with current tags, back yard needs to be cleaned.
Steve Upton	5/3/2017	V008076-05031Z	Closed	2001 N BRAZOSPORT BLVD TRLR 136	MOLINA MONICA	NEEDS NEW ADDRESS SKIRTING ADD ON NOT SECURE LITTER AND DEBRIS NEEDS PAINTING/REPAIR
Steve Upton	5/3/2017	V008077-05031Z	Closed	2001 N BRAZOSPORT BLVD TRLR 137	RODRIGUEZ HILDA	NEEDS NEW ADDRESS SKIRTING LITTER AND DEBRIS JUNK VEHICLE/UNLICENSE TAGS (WRECKED) IMPROPER USE OF EXT CORDS
Steve Upton	5/3/2017	V008079-05031Z	Closed	2001 N BRAZOSPORT BLVD TRLR 138	NUNEZ ALBERTO	NEEDS NEW ADDRESS, SKIRTING, LITTER AND DEBRIS ADD ON NOT SECURE, ADD ON NEEDS PAINTING/REPAIR TRAILER NEEDS PAINTING/CLEANING
Steve Upton	5/5/2017	V008090-05051Z	Closed	1503 N AVE R	MORENO SULEMA	complaint call-someone living in pop up rv outside rv park, verified and talked with residents. will have gone by Monday.
Steve Upton	5/10/2017	V008119-05101Z	Closed	2237 YELLOWSTONE	CASTILLO YOLANDA	JUNK VEHICLES EXPIRED TAGS ON VEHICLES JUNK AND DEBRIS, LITTER AND DEBRIS HOUSE NEEDS ADDRESS ON HOUSE AND NEEDS PAINTING, SHED NEEDS PAINTING.
Steve Upton	5/11/2017	V008127-05111Z	Compliant	823 N BRAZOSPORT BOULEVARD	MCINTYRE WILLIAM B & DANA	REFRIGERATOR OUTSIDE OF BUILDING NOT SECURED.
Steve Upton	5/20/2017	V008163-05201Z	Closed	2001 BRAZOSPORT BOULEVARD SPACE 54	PENCER ROBERT	NEEDS NEW ADDRESS, EXPIRED MOTOR VEHICLE TAGS, NEEDS PAINTING, UNSECURED HOME,
Steve Upton	5/20/2017	V008164-05201Z	Closed	2001 BRAZOSPORT BOULEVARD SPACE 56	GUTIERREZ ENRIQUE	TWO ADDRESSES ON RV, RV WITHIN 10 OF BUILDING, RV HAS EXPIRED MV TAGS
Steve Upton	5/20/2017	V008165-05201Z	Closed	2001 BRAZOSPORT BOULEVARD SPACE 59	ALEXANDER RACHEL	NO ADDRESS ON RV
Steve Upton	5/20/2017	V008166-05201Z	Closed	2001 BRAZOSPORT BOULEVARD SPACE 58	CHOUDHARY BILAL	NO ADDRESS ON RV
Steve Upton	5/20/2017	V008167-05201Z	Closed	2001 BRAZOSPORT BOULEVARD SPACE 103	FLORES SALVADOR	NEEDS NEW ADDRESS, REPAIR PLUMBING WITHOUT DUCT TAPE

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Steve Upton	5/20/2017	V008168-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 103A	SOTO JOSE	NEEDS ADDRESS AND REPAIR PLUMBING
Steve Upton	5/20/2017	V008169-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 112	YESENIA JAIME	NEEDS ADDRESS, NEEDS ELECTRICAL BREAKER BOX REPAIRED
Steve Upton	5/20/2017	V008170-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 113	SOLIS ANTONIO	NEED ADDRESS, REPAIR PLUMBING, LITTER AND DEBRIS
Steve Upton	5/20/2017	V008171-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 113A	GONZALES MARIO	NEEDS ADDRESS AND REPAIR PLUMBING
Steve Upton	5/20/2017	V008172-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 114	ESPINOZA AMERICO	2001 BRAZOSPORT BOULEVARD SPACE 114
Steve Upton	5/20/2017	V008173-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 115	HINOJOSA DIMAS/ANITA	NEED NEW ADDRESS-TWO ON RV, REFRIGERATOR OUTSIDE UNSECURED
Steve Upton	5/20/2017	V008174-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 116	NAVA PEDRO/ALICE	ADDRESS NUMBERS NEED TO BE 4", NEEDS PAINTING/CLEANING OF RV (MOLD MILDEW/CHIPPED PAINT) LITTER AND DEBRIS
Steve Upton	5/22/2017	V008176-052217	Closed	2001 BRAZOSPORT BOULEVARD SPACE 117	SALINAS MIGUEL SR.	NEEDS ADDRESS, STAGNANT WATER FROM PLUMBING LEAK.
Steve Upton	5/22/2017	V008177-052217	Closed	2001 BRAZOSPORT BOULEVARD SPACE 117A	SALINAS MIGUEL JR.	NEEDS NEW ADDRESS, SEWER CONNECTION DOES NOT SEEM TO BE PROPERLY CONNECTED
Steve Upton	5/22/2017	V008178-052217	Closed	2001 BRAZOSPORT BOULEVARD SPACE 118	CHAVEZ ROBERTO	NEEDS NEW ADDRESS, MV TAGS EXPIRED
Steve Upton	5/22/2017	V008180-052217	Closed	2001 BRAZOSPORT BOULEVARD SPACE 118A	GARZA RUBEN	ADDRESS IS END OF RV AND NOT ROADSIDE, PER ORDINANCE.

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Steve Upton	5/22/2017	V008181-052217	Closed	2001 BRAZOSPORT BOULEVARD SPACE 118B	ACEVEDO JOSE	NO ADDRESS ON RV
Steve Upton	5/22/2017	V008182-052217	Closed	2001 BRAZOSPORT BOULEVARD SPACE 120	GARCIA OSCAR	WRONG NUMBER ON RV....STORING GASOLINE UNDER RV
Robert Cramer	5/12/2017	V008128-051217	Compliant	4 N AVE A	QUIROZ MARIA NOELIA	R.V Hooked up to Sewer
Robert Cramer	5/8/2017	V008104-050817	Compliant	423 S AVE F	SHELTON SANFORD	Tall Grass and Weeds
Robert Cramer	5/9/2017	V008109-050917	Compliant	1121 N AVE N	ANTONIO MUNOZ	3 junk vehicles on property.
Robert Cramer	5/9/2017	V008110-050917	Compliant	702 N BRAZOSPORT BLVD	SOUTHERN DEVELOPMENT OF MISSISSIPPI INC	FACIA NEEDS PAINTING OR CLEANING.
Robert Cramer	5/9/2017	V008112-050917	Compliant	1118 N AVE N	ESPINOZA JOSE APOLINAR & SANDRA G	Litter and Debris, water tank uncovered
Robert Cramer	5/5/2017	V008091-050517	Compliant	1000 N AVE F	JORDAN MARTIAL TRUST	2 Junk Vehidws at 2 Seperate R.V.s
Robert Cramer	5/5/2017	V008092-050517	Compliant	1000 N AVE F	JORDAN MARTIAL TRUST	Junk Vehicle
Robert Cramer	5/2/2017	V008074-050217	Compliant	2 S AVE A	SHADDEN STEVEN T & JERRY L	Junk Vehicle, Building needs to be secured and painted
Robert Cramer	5/2/2017	V008075-050217	Compliant	723 N AVE B	MADDEX TIMOTHY DWAYNE	Classic car, Mustang in driveway needs to be covered
Robert Cramer	4/27/2017	V008042-042717	Compliant	106 N AVE C	JUAN ANTONIO & JUANA MATA CARDENAS	Tall Grass & Junk Vehicle
Robert Cramer	4/28/2017	V008043-042817	Compliant	311 N AVE C	REYNA RICHARD WAYNE	Junk Vehicle on Property.
Robert Cramer	5/2/2017	V008067-050217	Compliant	915 N GULF BLVD	SWALLEN RICHARD B	People Illegally dumping water out back door on weekends
Robert Cramer	5/2/2017	V008070-050217	Compliant	1014 N GULF A BLVD	MIKE SANCHEZ	Tall Grass and weeds, small Building homeless people are using.
Robert Cramer	4/21/2017	V008020-042117	Compliant	311 N AVE D	VILLEGAS VIDAL	Vincent Martinez Villegas living in R.V. Outside R.V. Park
Robert Cramer	4/24/2017	V008025-042417	Compliant	605 N AVE G	PEREZ VITERBO MADRIGAL	Garage door broken, needs repair

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Robert Cramer	4/20/2017	V008012-042017	Compliant	219 S AVE I	KHOURY BARBARA A	Building in back yard put up without permit.
Robert Cramer	4/20/2017	V008013-042017	Compliant	203 S AVE I	JAINIE FLORESTELLA	R.V. HOOKED UP TO SEWER AND WATER OUTSIDE OF R.V. PARK
Robert Cramer	4/21/2017	V008016-042117	Compliant	223 S AVE I	PEREZ ROEL JR	Tagged Vehicle at 223 S Ave I
Robert Cramer	4/19/2017	V008005-041917	Compliant	319 S AVE I	FELIX SOTO & DEVANIRA A GARZA	Junk Vehicle in Driveway
Robert Cramer	4/13/2017	V007964-041317	Compliant	513 S AVE G	SIDNEY SALECJA	Junk Vehicle on premises
Robert Cramer	5/12/2017	V008130-051217	Compliant	2 S AVE A	SHADDEN STEVEN T	Junk Vehicle in front of building, Junk On Trailer
Robert Cramer	5/16/2017	V008144-051617	Closed	622 N AVE A	JOSE JAVIER Navarro Estate	Building in rough shape, Two Junk Vehicles, Building needs painting.
Robert Cramer	5/16/2017	V008145-051617	Closed	12 S AVE D	HENLEY BRENDA	Rotted wood, peeling paint, debris in back yard, Building in bad shape.
Robert Cramer	5/16/2017	V008146-051617	Compliant	209 S GULF BLVD	GAIL ANSLEY	
Robert Cramer	5/12/2017	V008135-051217	Compliant	14 S AVE D	RIOS AUTO SALES	R.V Hooked up to sewer and water outside of an R.V. park.
Robert Cramer	5/17/2017	V008152-051717	Compliant	500 Block S GULF BLVD	CORONA CANLTO & MARIA S DEANO	Debris in front yard and driveway
Robert Cramer	5/19/2017	V008161-051917	Closed	513 S Ave G	MERRIGAN	Piles of limbs and debris
Robert Cramer	5/19/2017	V008162-051917	Compliant	516 S AVE G	SIDNEY SALECJA	Tall Grass and Weeds
Robert Cramer	5/25/2017	V008201-052517	Compliant	609 N AVE G	DPL INVESTMENTS	Tall Grass and Weeds
Robert Cramer	5/30/2017	V008220-053017	In Progress	FRONT ST & GROCE	GIBSON AUBREY M	Junk Vehicle
Robert Cramer	5/25/2017	V008206-052517	Compliant	11 N AVE A	HUTCHINS JENNIE LORINE %WANDA JONES	Building in a bad state of disrepair
Robert Cramer	4/11/2017	V007926-041117	Compliant	120 N GULF BLVD	LEVARIO OSBALDO & MARIA D RODRIGUEZ	Branches Dumped in alleyway
Robert Cramer	4/19/2017	V007999-041917	Compliant	403 S AVE A	HICKEY DANIEL B	Someone dumped trash in Danny
Robert Cramer	4/13/2017	V007961-041317	Compliant	517 S AVE G	MIKES MACHINE WORKS INC	Trash Metal Dumpster in city right of way.
Robert Cramer	4/13/2017	V007953-041317	Compliant	12 S AVE C	VEOLA BONNER WILLIAMS & JOYCE M ADAMS SOLIS CHRISPIN	Junk Vehicle in driveway Unsecured Building, Building burned.

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Robert Cramer	4/13/2017	V007949-041317	Compliant	413 S AVE B	DIMAS & MIRIAM GARZA	Unsecured Refrigerator, Debris In Yard
Robert Cramer	4/13/2017	V007943-041317	Compliant	901 N AVE C	SHOEMAKER DONALD W	Boarded up windows
Robert Cramer	4/7/2017	V007907-040717	Closed	214 S AVE C	JAUREGUI REFUGIO	Building windows boarded up, need to have a meeting with owner to find out his plans.
Robert Cramer	4/7/2017	V007908-040717	Closed	103 S AVE D	DONORE HILL LLC	Building and property in really rough shape
Robert Cramer	4/7/2017	V007909-040717	Closed	103 S AVE D	DONORE HILL LLC	Building and property in really rough shape
Robert Cramer	4/7/2017	V007913-040717	Compliant	1118 N AVE N	JOSE APOLLINAR SANDRA G ESPINOZA	Junk Vehicles in back yard, junk in back yard.
Robert Cramer	4/7/2017	V007914-040717	Compliant	1111 N AVE O	ABEL J MACK JR & REV LG MACK	Junk Vehicles in back yard, tall grass
Robert Cramer	4/11/2017	V007924-041117	Compliant	902 N AVE C	MARI AMEZQUITA JUAN VALENTINE HERNANDEZ	Unsecured Fridge on porch
Robert Cramer	4/6/2017	V007902-040617	Closed	316 N AVE C	PEDRO & ALMA RIOS	Piles of dirt in field.
Robert Cramer	4/5/2017	V007891-040517	Compliant	311 N AVE D	VINCENT MARTINEZ VILLEGAS	Man LYING IN R.V. outside an R.V. park
Robert Cramer	4/5/2017	V007886-040517	Compliant	1 MYSTERY HARBOR LN	DENNIS THOMAS M & KATHERINE R	Tall Grass and weeds along fence line
Robert Cramer	3/24/2017	V007804-032417	Compliant	208 N AVE C	MUNIZ ALICIA B	3 Junk Vehicles on premises
Robert Cramer	4/6/2017	V007900-040617	Compliant	117 & 123 HUDGINS ST	STANLEY & CHRISTINE BERKEFELT	Illegal Dumping in other Businesses Dumpsters
Robert Cramer	4/3/2017	V007868-040317	Compliant	1112 N AVE N	JEREMIAH SHAW	Tall Grass and weeds
Robert Cramer	3/13/2017	V007743-031317	Compliant	107 S AVE F	CALVILLO LUIS JR	eviction
Robert Cramer	3/9/2017	V007729-030917	Compliant	214 N AVE A	CANTU REMNALDO	3 Junk Vehicles on premises, 1 In front yard, 2 on side of house.
Robert Cramer	3/13/2017	V007738-031317	Compliant	304 N AVE A	FOX LINDA GAYLE	No Water on In premises
Robert Cramer	3/13/2017	V007741-031317	Closed	724 S AVE B	ASHLEY PARKER PRICE FRED	JUNK AND DEBRIS THOUGHOUT PROPERTY LEASES PROPERTY FROM UNION PACIFIC RR

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Robert Cramer	3/14/2017	<u>V007747-031417</u>	Compliant	1014 N GULF B BLVD	PRINCE HANNIS JOHN JR & EVANGELINE LOIS	TALL GRASS AND WEEDS BEHIND BUILDING
Robert Cramer	3/1/2017	<u>V007683-030117</u>	Compliant	530 N GULF BLVD	RODRIGUEZ EFFRAIN & MARIA	RVs Illegally hooked up, junk and debris throughout yard.
Robert Cramer	3/1/2017	<u>V007685-030117</u>	In Progress	311 N AVE D	VINCENT MARTINEZ VILLEGAS	Junk Vehicles, Acetylene Tanks On Ground, Litter And Debris.
Robert Cramer	3/3/2017	<u>V007696-030317</u>	Compliant	110 N AVE B	ORTEGA SANDRA MARGARITA	Junk Vehicles in yard
Robert Cramer	3/3/2017	<u>V007697-030317</u>	Compliant	220 N AVE C	SHADDEN JERRY L & IRENE E	house unsecure, trailer in yard filled with junk, bottom of outside wall has holes in it.
Robert Cramer	3/3/2017	<u>V007703-030317</u>	Compliant	200 FRONT ST	ELOY AMANDO FARCIERT	BUILDING BURNED, NEEDS TO BE DEMOLISHED OR REBUILT
Robert Cramer	3/7/2017	<u>V007706-030717</u>	Compliant	403 N AVE A	JIMENEZ MARIA ELVA	Tall Grass in Alley, junk vehicle in right of way
Robert Cramer	3/7/2017	<u>V007707-030717</u>	In Progress	904 N AVE B	IRREVOCABLE TRUST	
Robert Cramer	3/7/2017	<u>V007708-030717</u>	Compliant	202 MYSTERY HARBOR LN	LANDERS DEBORAH ANN	house boarded up, need to have a meeting too find out her plans for the building
Robert Cramer	3/8/2017	<u>V007717-030817</u>	Closed	724 N AVE B	VERRET RICHARD & ELVA JIMENEZ VERRET	Litter and Debris throughout yard.
Iveet Rivas	3/9/2017	<u>V007725-030917</u>	Compliant	1219 W 2ND ST	SAMUEL JR & NATALYA M & ABRAHAM S SALAZAR	Yard overgrown with grass, trash all over yard.
Iveet Rivas	3/9/2017	<u>V007726-030917</u>	Compliant	1207 W 2ND ST	NIETO MOISES R & ELENA E	BRICKS ON SIDEWALK/YARD, REMOVE WITH IN 10 DAYS FROM THIS NOTICE.
Iveet Rivas	3/9/2017	<u>V007727-030917</u>	Compliant	1102 -1114 WEST BROAD	PEREZ DIANE SCHUSTER	HIGH GRASS AND WEEDS. CLEAN UP YARD WITHIN 10 DAYS FROM THIS NOTICE.
Iveet Rivas	3/9/2017	<u>V007728-030917</u>	Compliant	1102 W 6TH ST	VALENTINE ROSS	TALL GRASS/WEEDS
Iveet Rivas	3/3/2017	<u>V007699-030317</u>	Compliant	1728 -1730 W 7TH ST	GARZA DIMAS L & MIRIAM	NEGLECTED PREMISES, TALL GRASS, UNSECURED GARAGE, NO HOUSE NUMBER VISIBLE.
Iveet Rivas	3/1/2017	<u>V007681-030117</u>	Compliant	1702 W 11TH ST	CRUZ ENRIQUE MARQUEZ	2 JUNK VEHICLES NEED TO BE REMOVED WITH IN 10 DAYS FROM THIS NOTICE, CLEAN UP LITTER AND DEBRIS.
Iveet Rivas	3/1/2017	<u>V007682-030117</u>	Compliant	1502 W 5TH ST	WALKER JAMES H & ELSIE ESTATE MCDONALD LARRY L SR & ROSA C	TALL GRASS, HOUSE NEEDS PAINT AROUND GARAGE MOW WITH IN 10 DAYS FROM THIS NOTICE.

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Iveet Rivas	3/2/2017	V007688-030217	Compliant	1727 W 7TH ST	MURAIRA AMADOR & EUSTOLLA	REFRIGERATOR TO BE MOVED OR SECURED WITH IN 24 HOURS, CLEAN UP YARD AND HOUSE WITH IN 10 DAYS FROM THIS NOTICE.
Iveet Rivas	3/2/2017	V007689-030217	Compliant	1431 W 4TH ST	GAMBOA RUBEN & MARISOL	DISMANTELED VEHICLE, JUNK VEHICLE AND LITTER IN ALLEY WAY NEEDS TO BE REMOVED WITH IN 10 DAYS OF THIS NOTICE.
Iveet Rivas	3/22/2017	V007787-032217	Compliant	1518 W 9TH ST	RICHARDSON ROBERT & BRENDA ESTATE % RICHARDSON CHRISTOPHER	HOUSE IS IN VERY POOR CONDITION, LITTER AND DEBRIS, GARBAGE, TALL GRASS, BROKEN WINDOWS AND FRONT DOOR, NEGLECTED ALLEY WAY, PAINT AND REPAIRS TO EXTERIOR ARE NEEDED.
Iveet Rivas	3/22/2017	V007788-032217	Compliant	1757 W 4TH ST	ESTRADA PAUL JR	3 JUNK VEHICLES
Iveet Rivas	3/17/2017	V007764-031717	Closed	1131 W 9TH ST	HOME OPPORTUNITY % HALO ASSET MANAGEMENT	WINDOW AND GARAGE DOOR NEED TO BE REPAIRED OR BOARDED UP. TALL GRASS, HANGING WIRES ARE UNSAFE.
Iveet Rivas	3/17/2017	V007768-031717	In Progress	1311 W 6TH ST	RED ANDREW A III & JULIA G RODRIGUEZ	COMPLAINT - TALL GRASS WEEDS, JUNK VEHICLE. PUBLIC NUISNANCE.
Iveet Rivas	3/16/2017	V007757-031617	Compliant	1302 W 5TH ST	STEPHENSON WILLIAM MARCUS	RENTERS ARE MOVING OUT, TRASH/FURNITURE IN CURB. NEEDS TO BE REBAGGED AND PROPERLY DISPOSED.
Iveet Rivas	3/23/2017	V007801-032317	Compliant	1110 W 4TH ST	PENNYMAC LOAN SERVICES	HIGH GRASS MUST BE MOWED WITHIN 7 DAYS FROM DOOR HANGER.
Iveet Rivas	3/24/2017	V007816-032417	Compliant	1739 W 7TH ST	HENDERSON DENNIS-RANEL-L	HIGH GRASS
Iveet Rivas	3/24/2017	V007817-032417	Compliant	1747 -1749 7TH ST W	DONORE HILL LLC	PAINT, MESSY ALLEY, JV
Iveet Rivas	3/24/2017	V007818-032417	Compliant	1723 -1725 7TH ST W	TRAN ANDY THAI	JV, HG, LITTER AND DEBRIS
Iveet Rivas	3/24/2017	V007819-032417	Compliant	1410 W 10TH ST	GARCIA ALBERTO	2 REFRIGERATORS, JUNK IN YARD
Iveet Rivas	3/28/2017	V007829-032817	Compliant	1732 W 7TH ST	WHITE CAREY D & VIOLA M	
Iveet Rivas	3/29/2017	V007839-032917	Compliant	1819 W 11TH ST	REYES JANIE	
Iveet Rivas	3/29/2017	V007840-032917	Compliant	1618 W 6TH ST	JOSE RIVAS	RV CONNECTED TO SEWER, WATER AND ELECTRICAL INSIDE FENCED YARD. BOAT ON RIGHT OF WAY.
Iveet Rivas	3/29/2017	V007841-032917	Compliant	1703 -1705 8TH ST W	VARGAS ELIZABETH SANCHEZ	HIGH GRASS - compiled LITTER AND DEBRIS IN ALLEY 5.9.17 SPOKE TO JOSE RIVAS WIFE HG, NEGLECTED PREMISES, PAINT.
Iveet Rivas	4/4/2017	V007881-040417	Compliant	1422 W 7TH ST	SOLIS GENARO M & MARYJANE	Resident has been driving over water meter and busted pipe. water leak must be fixed by resident according to Jerry @Viola
Iveet Rivas	4/11/2017	V007922-041117	Compliant	1715 -1717 4TH ST W	NORMA HIGAREDA	ILLEGAL DUMPING AT CUL-DE-SAC 1700 BLOCK W 5TH.

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Iveet Rivas	5/31/2017	V008229-053117	Compliant	1630 W 9TH ST	ADAIR KETH & PATSY	PEELING PAINT. JV NEEDS PAINT 9.27.17 ROTTED WOOD, NEGLECTED PREMISES, LITTER AND DEBRIS IN BACK YARD.
Iveet Rivas	5/30/2017	V008218-053017	Compliant	1215 W 4TH ST	FERNANDEZ MICHAEL A & JEANNE M GATZKA	SPOKE TO JEANNE IN RE: TO HER PROPERTY NEEDED TO BE CLEANED. SHE ASKED FOR A MONTH TO UPDATE REGISTRATION ON VEHICLES OR REMOVE THEM. SHE WILL PAINT AND CLEAN DEBRIS AND TRASH. NO LETTER WILL BE SENT AT THIS TIME. IF NOT COMPLIED IN THE 30 DAYS A VIOLATION NOTICE WILL BE SENT.
Iveet Rivas	5/31/2017	V008222-053117	Compliant	1606 W 8TH ST	GONZALES DENNIS	PORCH ROOF NEEDS REPAIR. BROKEN WINDOW, REPLACE & PAINT SIDING. BACK DOOR UNSECURED, OPEN PREMISES, HG
Iveet Rivas	5/31/2017	V008224-053117	Compliant	1709 W 4TH ST	SILVAS CHRISTOPHER J	HG
Iveet Rivas	5/25/2017	V008202-052517	Closed	1522 W 6TH ST	SHAW VICTOR & SHEILA M	COMPLAINT RE: NEIGHBORS FILLED IN DITCHES AND WATER HAS BEEN GOING STRAIGHT TO HIS ALLEY DRIVE WAY. CALLED DAVID HOELLOWAY, SCOTT AND BILLYWAYNE TO MEET ME AT THE PROPERTY TO DISCUSS OPTIONS. DAVID WILL GO BACK TO REMEDY THE ISSUE.
Iveet Rivas	5/24/2017	V008198-052417	Compliant	1602 W 5TH ST	LARIOS EFRAIN VILLATORO	OVER GROWN WEEDS IN ALLEY WAY
Iveet Rivas	5/24/2017	V008194-052417	Compliant	1229 W 10TH ST	ALMANZA BLANCA MARLA	Complaints of rodents and trash in back yard
Iveet Rivas	5/15/2017	V008142-051517	Compliant	1222 W 5TH ST	ALVIE MERRILL	RUNNING A BUSINESS OUT OF RESIDENTIAL PROPERTY, MESSY YARD.
Iveet Rivas	5/15/2017	V008143-051517	Compliant	1755 -1757 5TH ST W	GARZA EMILIA	basket ball court on side walk.
Iveet Rivas	5/17/2017	V008148-051717	Compliant	1303 W 8TH ST	MACK ERIC M	DEBRIS IN ALLEY WAY, HG, NEGLECTED HOME. JV
Iveet Rivas	5/8/2017	V008101-050817	Compliant	1327 -1329 10TH ST W	HERNANDEZ JOSE LUIS	NRGLECTED PREMISES
Iveet Rivas	5/8/2017	V008102-050817	Compliant	1328 -1324 10TH W	MARTINEZ REGINA L	NEGLECTED PREMISES
Iveet Rivas	4/19/2017	V008002-041917	Closed	1311 W 8TH ST	INGLES ALMA L	PUBLIC NUISANCE
Iveet Rivas	4/19/2017	V008003-041917	Closed	1311 W 8TH ST	INGLES ALMA L	PUBLIC NUISANCE
Iveet Rivas	4/19/2017	V008006-041917	Compliant	1410 W 5TH ST	JOSE CASTILLO	TRASH IN ALLEY
Iveet Rivas	4/19/2017	V008007-041917	Closed	1403 W 6TH ST	LANNA DAVIS	TRASH IN ALLEY, HG 10.11.17 Jv, trailer loaded with debris
Iveet Rivas	4/19/2017	V008008-041917	Compliant	1623 W 6TH ST	KIMBERLY GUICE	LITTER AND DEBRIS IN ALLEY
Iveet Rivas	4/25/2017	V008035-042517	Compliant	1226 W 8TH ST	DE ALBA CARMEN	HOUSE NEEDS TO BE SECURED AND REPAIRED
Iveet Rivas	5/3/2017	V008085-050317	Compliant	1325 -1329 9TH ST W	ALVAREZ ODULLA	JUNK RV, NEGLECTED PREMISES, LITTER AND DEBRIS.
Iveet Rivas	5/4/2017	V008089-050417	Compliant	1700 -1702 W 5TH ST	MONICA MONTEZ	MANY JUNK VEHICLES, LITTER AND DEBRIS, PAINT, ROTTED WOOD, JUNK BOAT.
Iveet Rivas	5/9/2017	V008114-050917	Compliant	1614 W 6TH ST	PHILLIPS CURTIS	HOME NEEDS PAINT - TRAP IN ALLEY WAY DRIVE WAY VERY DANGEROUS.
Iveet Rivas	5/9/2017	V008115-050917	Compliant	1748 -1750 6TH ST W	GINA RENTERIA	JV FRIDGE IN ALLEY NOT SECURED

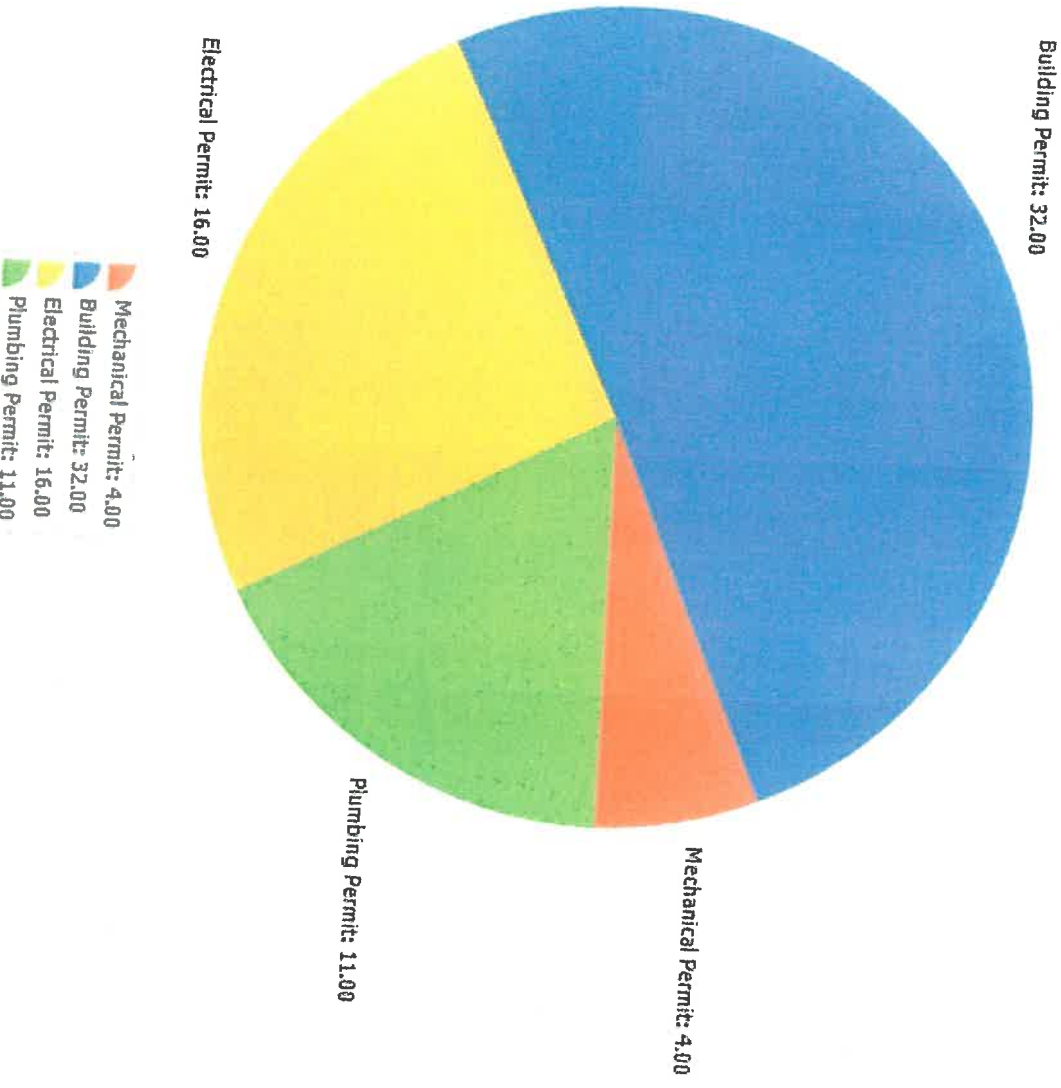
Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Iweet Rivas	5/9/2017	V008116-05091Z	Compliant	1631 W 5TH ST	GUTIERREZ MAYRA	JV, LITTER AND DEBRIS IN BACK YARD
Devaughn Price	5/12/2017	V008129-05121Z	Compliant	727 W 6TH ST	NEUERBURG JOYCE A	Working on front side of house with no building permit.
Devaughn Price	5/5/2017	V008093-05051Z	Compliant	226 W 8TH ST	GONZALEZ MANUEL A	Junk vehicle needs to be removed and front.
Devaughn Price	5/5/2017	V008094-05051Z	Closed	415 W 7TH ST	VERGARA JUAN JOSE & ROMELIA GOMEZ DURAN	Put drive way in with no permit, covert needs to be put in at right grade.
Devaughn Price	5/5/2017	V008097-05051Z	Closed	503 W 8TH ST	CAMACHO MARCOS & MARTHA RAZO	Garage needs repair and old tires removed and junk vehicles also.
Devaughn Price	5/24/2017	V008191-05241Z	Compliant	507 E 2ND	IBARRA RAMON N & MARLA	Front yard has a pile of junk ,and several junk vehicles.
Devaughn Price	4/26/2017	V008038-04261Z	Closed	1026 W 8TH ST	HAYS BRADY GENE JR	Replaced siding around entire house without being approved.
Devaughn Price	5/2/2017	V008071-05021Z	Closed	410 W 9TH ST	REAMES KARYL D	Junk vehicle in front needs to be removed.
Devaughn Price	5/2/2017	V008072-05021Z	Closed	718 W 12TH ST	MARQUEZ VINCENT E & EPIFANIO	Junk vehicle needs to be remove from front driveway.
Devaughn Price	4/28/2017	V008049-04281Z	Closed	823 W BROAD ST	LUDAN RAMON & SILVIA	Front and back yard needs to be mowed ,house needs work also.
Devaughn Price	5/3/2017	V008082-05031Z	Closed	714 W 12TH ST	FERNANDEZ MARGARET M	Junk vehicle needs to be removed from front yard .trailer with junk needs to be moved also.
Devaughn Price	5/8/2017	V008103-05081Z	Closed	806 W 10TH ST	Daniella & Simon Amaro	Put new roof on without permit.
Devaughn Price	5/12/2017	V008132-05121Z	Compliant	723 W 6TH ST	SOLIS OSCAR SR & YOLANDA	Junk vehicle needs to be removed and yard mowed.
Devaughn Price	5/12/2017	V008134-05121Z	Compliant	326 W BROAD ST	SALDIERNA APOLINAR	Running a small engine repair shop in a residential neighbor .
Devaughn Price	5/18/2017	V008153-05181Z	Closed	523 W 7TH ST	DANIEL GUTIERREZ	Junk vehicle needs to be removed from front yard.
Devaughn Price	5/18/2017	V008155-05181Z	Compliant	703 W 12TH ST	MARQUEZ VICTOR M & JUANITA M HERNANDEZ	Storage shed has rotten wood,junk vehicle needs to be remove,and back yard needs to be mowed.
Devaughn Price	5/24/2017	V008197-05241Z	Compliant	503 E 2ND	LOREN HAYES	Has several junk vehicle that needs to be removed ,yard needs to be mowed, and RV needs to be disconnected.
Devaughn Price	5/25/2017	V008200-05251Z	Compliant	718 W 7TH ST	CLARK MABEL LOUISE	Front and back yard needs to be mowed.
Devaughn Price	5/25/2017	V008205-05251Z	Compliant	1303 W 9TH ST	PAULA FUENTES	Wrecked vehicle needs to be removed will give 15 days.

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Devaughn Price	5/31/2017	<u>V008228-053117</u>	Compliant	526 E 2ND	HAYES LOREN	Unsafe structure needs to be tore down ,large pile of trash needs to be removed.
Devaughn Price	4/11/2017	<u>V007925-041117</u>	Closed	119 W 6TH ST	SOLIS OSCAR SR	House needs to be painted, windows repaired,fence needs to be fixed,junk vehicles hauled off.
Devaughn Price	4/7/2017	<u>V007911-040717</u>	Compliant	827 W 12TH ST	TAPIA OSCAR& AMELIA GUEL MORALES	Mr.Morales has added a bay window and storage shed with no building permit.
Devaughn Price	3/24/2017	<u>V007806-032417</u>	Compliant	715 W 11TH ST	RODRIGUEZ ALEJANDRINA E	Empty lot needs to be mowed.
Devaughn Price	3/24/2017	<u>V007814-032417</u>	Compliant	527 W 6TH ST	LINDSEY RICHARD H JR	Front and back yard needs to be mowed, junk vehicle needs to be removed and windows needs to be repaired.
Devaughn Price	4/18/2017	<u>V007987-041817</u>	Compliant	826 W 4TH ST	SUTTON MARVIN E	Front yard has trash and debris , junk vehicle needs to be updated with current tags or removed.
Devaughn Price	4/18/2017	<u>V007988-041817</u>	Compliant	602 W 4TH ST @ HICKORY	ROBERT JACKSON	Roof needs to be repaired ,building needs to be painted also.
Devaughn Price	4/17/2017	<u>V007983-041717</u>	Closed	931 W 8TH ST	CYNTHIA MARTINEZ	House needs repair and roof also.
Devaughn Price	3/14/2017	<u>V007744-031417</u>	Closed	1014 W BROAD ST	GOSSETT JAMES H	Roof has holes ,and yard needs to be mowed and weeded really bad.Junk vehicle needs to hauled off also.
Devaughn Price	3/14/2017	<u>V007746-031417</u>	Closed	918 W 12TH ST	SOLIS OSCAR SR & YOLANDA	Front and back yard needs to be painted ,fence line needs to cleaned ,house needs to be painted also.
Devaughn Price	3/16/2017	<u>V007761-031617</u>	Closed	306 W 8TH ST	SANDERS GLENN R	House is in really poor condition,needs to be inspected by Building Official.
Devaughn Price	3/22/2017	<u>V007789-032217</u>	Closed	122 W 6TH ST	RAMIREZ MARIA	Storage shed roof has caved in and it needs to be deom.
Devaughn Price	3/15/2017	<u>V007752-031517</u>	Closed	503 W BROAD ST	TREVINO JOHNNY & DIANA	Junk vehicle need to be removed from front yard.
Devaughn Price	3/15/2017	<u>V007754-031517</u>	Compliant	902 W 6TH ST	SALAZAR FREDDIE	Storage building behind house needs to be demolished.
Devaughn Price	3/16/2017	<u>V007756-031617</u>	Closed	903 W 6TH ST	LEIDA ANDRES	Yard needs to be mowed,garage has rotten wood that needs to be replaced and junk vehicles need to be hauled off.
Devaughn Price	3/13/2017	<u>V007742-031317</u>	Closed	818 W 6TH ST	NAVARRETE JASINTO L	In back driveway they put crush concrete down with no covert to drain water.
Devaughn Price	3/9/2017	<u>V007730-030917</u>	Closed	811 W 12TH ST	RAZO JESUS & PATRICIA T	Front and back yard needs to be cleaned ,also has rotten wood needs to be replaced.
Devaughn Price	3/10/2017	<u>V007733-031017</u>	Closed	922 W 12TH ST	FLORES ERLINDA	Front and back yard needs to be mowed and clean,junk vehicle needs to be removed.
Devaughn Price	3/2/2017	<u>V007690-030217</u>	Compliant	823 W 5TH ST	BANKS MORRISSIA JEAN	Front yard needs to be clean and,house needs to be pressure was and painted.
Devaughn Price	3/2/2017	<u>V007692-030217</u>	Closed	810 W 5TH ST	ARREOLA MARTIN	Front and side of house needs to be repaired and siding needs to be replaced.
Devaughn Price	3/2/2017	<u>V007695-030217</u>	Closed	814 W 5TH ST	JIMENEZ MIGUEL	House needs to have siding put back on and painted.
Devaughn Price	3/23/2017	<u>V007800-032317</u>	Closed	1110 W 4TH ST	CABRERA RAUL	ENTERED TWICE BY MISTAKE.
Total Items:271						

Building Permits Issued - Prev Month

Run Date: 07/02/2019 10:15 AM

Type of Permit



Building Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
6/3/2019	42000909000	719 W 6TH ST	GUTIERREZ REMODELING	FOUNDATION REPAIR PER ENGINEER GREG A. BROOKS #114197	Building	\$3,200.00
6/3/2019	42000499000	231 W 2ND ST	RDT CONTRUCTION	STORE REMODEL AND NEW WASHATERIA	Building	\$108,000.00
6/3/2019	42000598000	330 W 1ST ST	VARD GRIFFITH	ADDITION TO HOUSE	Building	\$30,000.00
6/4/2019	81101610000	404 N AVE A	EXTREME BUILDERS	NEW RESIDENTIAL HOME CONSISTING OF 3 BEDROOMS, 2 BATHS, AND A 1 CAR GARAGE	Building	\$130,000.00
6/4/2019	81101578000	316 N AVE C	EXTREME BUILDERS	NEW RESIDENTIAL HOME CONSISTING OF 4 BEDROOMS, 2 1/2 BATHS AND A 2 CAR GARAGE	Building	\$200,000.00
6/4/2019	81103071000	1203 N AVE M	D-SQUARE FOUNDATTION	FOUNDATION REPAIR PER ENGINEER TERRY HUDKINS #55526	Building	\$17,550.00
6/6/2019	81101314000	209 N AVE D	ANGEL ISAIS	DRIVEWAY 73X12 3/8 REBAR 4 IN THICK	Building	\$4,100.00
6/7/2019	42000887000	703 W 8TH ST	DENNIS MIZELL	INSTALL WOOD FENCE	Building	\$1,500.00
6/10/2019	42011821000	1732 W 7TH ST	J8J HANDYMAN	REMODEL FLOORS, FOUNDATION, REPAIR OF ANY DAMAGE ,PAINT AND CARPET	Building	\$15,000.00
6/10/2019	42000742000	521 W BROAD ST	SUNRUN INSTALLATION	SOLAR PANEL INSTALLATION	Building	\$17,354.00
6/10/2019	84000049000	621 W 9TH ST	MARIO GALLEGOS/ DOUG DEVOTE	REPLACE EXISTING FENCE	Building	\$1,500.00
6/10/2019	42011821000	1732 W 7TH ST	JORGE VARGAS	FOUNDATION REPAIR	Building	\$5,800.00
6/10/2019	42000712000	519 W 5TH ST	JESSICA ARANA	PUT UP 10 X 10 SHED	Building	\$2,500.00
6/11/2019	81103154000	1324 N AVE R	JOSE OCHOA	ENTIRE RE-ROOF	Building	\$4,910.00
6/11/2019	42000704000	510 W 7TH ST	VEGA ROOFING	ENTIRE RE-ROOF	Building	\$3,000.00
6/12/2019	42001233000	1111 W 7TH ST	JOSE OCHOA	ENTIRE RE-ROOF	Building	\$5,500.00
6/13/2019	81102310000	808 N AVE C	ROGER GAGE	PARTIAL ROOF REPAIR	Building	\$2,500.00



Building Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
6/17/2019	73100068000	2012 N AVE G	RAYMOND CALVILLO	REPLACING WOOD FENCE, 6' WOOD PRIVACY FENCE WITH 6" ROT BOARD MUST REMAIN WITHIN PROPERTY LINES ANS CAN NOT PASS FRONT PLANE OF HOUSE	Building	\$700.00
6/18/2019	14250002000	1906 N AVE S	MARIA CUNTU	ADDITION TO EXISTING HOUSE	Building	\$20,000.00
6/19/2019	42000858110	601 W 6TH ST	MARIA MARTINEZ	POUR 19' X 42' DRIVEWAY WILL HAVE 1/2" RE BAR ON 12" CENTERS WATER FLOW MUST DRAIN TO STREET	Building	\$2,000.00
6/20/2019	42001684000	1619 W 5TH ST	ORLANDO DIAZ	PUT UP 10 X 12 WOOD SHED	Building	\$2,000.00
6/20/2019		6413 E HWY 332	MARISA AYALA	INSTALL DOUBLE SIDED MONUMENT SIGN	Building	\$18,000.00
6/20/2019	81103122000	2023 SKINNER ST	KENNETH BREE	ENTIRE RE-ROOF	Building	\$4,000.00
6/21/2019		TX-332 CR 227A WILSON RD	DOUG KRAUSE	INSTALL A 1-2" CONDUIT FROM THE NORTHEAST CORNER OF CR 227A (WILSON RD) AT SH 332, EXTENDING NORTH ALONG THE EAST ROW OF CR 227A (WILSON RD) FOR A TOTAL DISTANCE OF 5282 LF.	Building	\$31,000.00
6/21/2019	42000728000	511 W 4TH ST	JOEL HERNANDEZ	CONSTRUCT NEW 38 X 10 DRIVEWAY AND 28 X 3.5 SIDEWALK	Building	\$2,100.00
6/24/2019	21900125000	126 SNAPPER LN	BETO GARCIA	42' X 10' DECK ADDITION TO REAR OF RESIDENCE	Building	\$8,000.00
6/25/2019	17800002000	1326 W 11TH ST	PERCY HERRERA	REBUILT FENCE IN BACK YARD	Building	\$1,000.00
6/25/2019	42001411000	1230 W 8TH ST	LAURA SOLIS	MOVE EXISTING FENCE BACK AND A LITTLE TO THE SIDE MUST STAY WITHIN PROPERTY LINES AND PUT TOP ANGLE IN FENCE	Building	\$1,000.00
6/25/2019	21140007000	1501 YELLOWSTONE ST (FIRE ALARM)	FIRE DETECTION COMPANY	INSTALL NEW FIRE ALARM SYSTEM AND DEVICES	Building	\$4,500.00
6/25/2019	81103024000	1219 N BRAZOSPORT BLVD (FIRE SURP)	TEXAS HOOD FIRE	INSTALL FIRE SUPPRESSION SYSTEM	Building	\$2,500.00



Building Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
6/26/2019	81104162200	1811 N AVE N	APOLINAR NIETO	PUTTING UP WOOD FENCE MUST BE 6' X 6" WITH ROT BOARD AND MUST MEET ALL SET BACKS	Building	\$1,500.00
6/27/2019	81103071000	1203 N AVE M	GALAXY ROOFING	ENTIRE RE-ROOF	Building	\$14,000.00

Electrical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
6/3/2019	160005000	301 BRAZOSPORT BLVD	CLARK EL	PUTTING UP TIME CLOCK		
6/6/2019		1217 N AVE J	MIKE AHART A&A ELECTRIC			
6/6/2019		1102 CHERRY ST	PORT OF FREEPORT			
6/7/2019	42001433000	1318 W 8TH ST				
6/10/2019	42000742000	521 W BROAD ST	SUNRUN INSTALLATION			
6/12/2019	77500148000	811 W 11TH ST	JSJ EL			
6/13/2019	81102693120	1010 N GULF BLVD	ENTHALPY EL			
6/18/2019	81101610000	404 N AVE A (TEMP POLE)	MAD MAX ELE	TEMP POLE		
6/18/2019	81101578000	316 N AVE C (TEMP POLE)	MAD MAX ELE	TEMP POLE		
6/18/2019	81103237000	1305 N AVE M (TEMP POLE)	MAD MAX ELE	TEMP POLE		
6/20/2019	160005000	301 BRAZOSPORT BLVD	CLARK EL			
6/20/2019	21900079000	79 DOLPHIN	THIEM ELE	TEMP POLE		
6/21/2019	93271600000	606 N BRAZOSPORT BLVD	JOSUE RODRIGUEZ			
6/24/2019		500 N BRAZOSPORT BLVD	CD COLLINS ELE			
6/25/2019	81250041000	1109 W 10	MAD MAX ELECTRIC	HOPPER FIELD		
6/27/2019	77500103000	914 W 11TH ST	MARGON ELE	TEMP POLE		

Mechanical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
6/17/2019	42011821000	1732 W 7TH ST	PEDROCHE MECH	REMODEL NEW 4 TON ELECTRIC SYSTEM AND SOME DUCT FLEX		\$5,400.00



Mechanical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
6/18/2019	42011994000	1514 W 11TH ST	ARS SOUTH	UT 16SR CARRIER COMPLETE ELECTRIC SYSTEM		\$7,000.00
6/26/2019		719 S ave A	K & B AIR	INSTALL ONE 15 TON UNIT AND TWO 7.5 TON UNIT AND A 2 TON UNITS		\$50,000.00
6/27/2019	42001126000	927 W BROAD ST	GOENS A/C & HEATING	REPLACE 3 1/2 TON CONDENSER		\$2,251.00

Plumbing Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
6/3/2019	81250018000	1314 W 10TH ST	BRAZOSPORT PLUMBING			
6/6/2019	17800014120	1118 W 11TH ST (void)	JW MACEK			
6/6/2019	17800014120	1118 W 11TH ST	JW MACEK			
6/7/2019	42001025000	807 W 5TH ST	ACCURATE PLUMBING			
6/13/2019	42012002000	1410 W 11TH ST	AMERICAN PLUMBING	GAS TEST		
6/20/2019	81101578000	316 N AVE C	C&R SERVICES			
6/21/2019	81101610000	404 N AVE A	C&R SERVICES			
6/21/2019	77500148000	811 W 11TH ST	NAVARRETE PL			
6/25/2019	731000067000	2008 N AVE G	BRAZOSPORT PLUMBING	GAS TEST		
6/26/2019	81101850000	622 N AVE C	G&A PLUMBING	GAS TEST		
6/27/2019	81101850000	622 N AVE C	SHELTEX PL	GAS TEST		