



**AGENDA
REGULAR MEETING
FREEPORT CITY COUNCIL
MONDAY, SEPTEMBER 16, 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 16th DAY OF SEPTEMBER 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. Employee of the month.

COUNCIL BUSINESS – REGULAR SESSION:

2. Consideration and possible action on the approval of City Council meeting minutes from September 3, 2019, and September 9, 2019.(Wells)

3. **Public Hearing:** To review the Juvenile Curfew Ordinance of City of Freeport, Texas codified as Section 130.20 through 130.99 of Freeport's Code of Ordinances, for purpose of determining whether or not to abolish, continue or modify said ordinance. **(Garivey)**
4. Consideration and possible action regarding Ordinance No. 2019-2582 approving the Property Tax Rates for 2019 Tax Year. **(Russell)**
5. Ratification of the Fiscal Year 2019-2020 Adopted Budget **(Russell)**
6. Consideration of Ordinance No. 2019-2583 adopting an amendment to the budget for the 2018-2019 fiscal year. **(Russell)**
7. Consideration of approval of Resolution No. 2019-2606 the bid for Bank Depository services. **(Russell)**
8. Consideration of authorizing engagement letter to conduct audit for FY 2018-2019 **(Russell)**
9. Consideration of approving Resolution No. 2019-2607 regarding a rate increase of EMS Services. **(Motley)**
10. Consideration to approve Resolution No. 2019-2608 approving BASF Firefighting & Emergency Support Services Agreement. **(Motley)**
11. Consideration to approve Resolution No. 2019-2609 approving the EDC Budget **(Holman)**
12. Consideration and possible action on Change order #4 to the contract with Sorrell Construction for the 2019 Concrete Street Repair Project. **(Hoelewyn)**

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), and Attorney Consultation (Potential Litigation) in accordance with Vernon's Texas Government Code Annotated, Chapter 551, 551.087 and Chapter 551, 551.071.

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, in accordance with Open Meetings Act.


Betty Wells, City Secretary
City of Freeport, Texas

**The City of Freeport
EMPLOYEE OF MONTH NOMINATION FORM**

Name of Nominee: Justin Davison
Title: Lieutenant
Department: Fire & EMS Department
Supervisor: Michael Praslicka, Captain
Nominated By: Christopher D. Motley, Fire Chief

Address how this nominee meets any or all of these values. Remember, the committee determines award recipients solely on the basis of the information provided on this nomination form. You may attach additional pages.

Please describe your nominee keeping in mind the above listed criteria. How does this employee distinguish themselves from others?

The EOM narrative is attached to this cover letter for your review.



**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: City Manager Tim Kelty

From: Fire Chief Christopher Motley

Date: September 5, 2019

Re: Employee of the Month Nomination "Lieutenant Justin Davison"

I would be honored to nominate with full confidence Lieutenant Justin Davison for the August Employee of the Month for the City of Freeport. Justin came to join us at the fire department on April 12, 2012 as a rookie firefighter and EMT Basic. Since then, Justin has went far beyond what any employer would expect from an employee. Justin has proven time and time again to be a dependable, trustworthy, devoted, and loyal member to our department. He always goes past the minimum and has become a true leader within our organization and has earned the trust and respect from every single one of his team members both within operations and administration.

Justin came into the department with the love of fire operations but also displayed a true passion for EMS and the eagerness to learn advance life support skills which is not the most common amongst rookie firefighters. Justin was a reliable team member on C-Shift where he began taking classes, asking questions, and learning skills that he would begin using in order to assist our community during their times of need. Justin went to school and earned his way into becoming a National Registered Paramedic in July of 2015. He then set forth to become one of the top skilled members within our department and although not possessing a title of authority, he became a true leader both on and off of the ambulance.

In January of this year, Justin was acknowledged for his achievements as he was promoted to the well-deserved title of Lieutenant where he became the Freeport Fire Department's B-Shift Officer. Again, this was the beginning of the next chapter for Justin where he has now become driven to become the best Lieutenant he can be for his shift and his community.

On August 20, 2019 at approximately 10:00 am, Justin was having lunch with a few other department members that had gotten off earlier the same morning at 07:00 am. At this time, the group observed a call come out over the Active 911 dispatch system which all employees have on their phones. The group, being in Clute, observed that the call was for a motor vehicle accident on Hwy 332 not far from their location. At this time, although off duty, the group decided to leave their plates and respond to the incident in

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



CITY OF FREEPORT
FREEPORT FIRE & EMS DEPARTMENT

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

Christopher Motley
Chief / EMC

Mike Praslicka
EMS Coordinator

case the need for additional personnel or advanced life support would be required. Upon arrival, the group split up to assist where needed. The most critical patient was loaded into the ambulance where Justin and two other off duty personnel were called to assist as they were all advanced life support qualified (Lt. Jessica Dyson EMT-I and FF Kris Vierra EMT-I). The group went into full action to assist the on-duty crew. Air ambulance transport was called due to the nature of the patient's injuries and needing to be transported to a trauma facility.

During the on-going care of the patient consisting of IV's, pain management medications, EKG's, and detailed physical assessments, the crew noticed that the patient's respirations were becoming labored and it was becoming difficult for the patient to speak. They performed an amazing assessment of lung sounds as well as utilizing the diagnostic information from the cardiac monitor including wave form capnography, oxygen saturation, and SpCO₂ readings. It was determined by the crew that this patient was suffering from a tension pneumothorax effecting the left side. This is an absolute life threatening condition that without immediate intervention, can and will cause death due it taking away the ability of the patient to adequately breathe. The crew made the decision to perform and needle chest decompression, a true advance life saving skill that is rarely performed within our organization due to this injury being one that is not often obtained. Justin, completely trained for this procedure although never having performed this skill on an actual patient, gathered his equipment and with full confidence or hesitation performed the required intervention without difficulty or incident. The patients speech improved and all levels of SpCO₂, oxygen, and waveform capnography returned to stable limits. Life Flight Air Transport crew had came onto the ambulance just as Justin was about to perform his procedure. The Life Flight crew stood aside and observed Justin as his confidence gave them full faith he had care under control. Life Flight crew, a group of individuals who perform this procedure on a regular basis, stated that the patient was suffering from one of the worst Tension Pneumothoraxes they had seen and stated that the crew certainly saved the patient's life as they were able to observe and determine the patient's condition and did not hesitate to perform interventions. The patient was transferred to Life Flight and was taken to Houston for further care.

As our team members often perform lifesaving interventions being in the field of emergency medical services, this was one circumstance that rarely presents itself and I am incredibly proud knowing our Freeport EMT's and Paramedics possess the knowledge to recognize these threats and the skills to treat our community in their time of need.

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

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the City Council of Freeport, Texas met on Monday, September 3 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-Absent
- Councilman Brooks Bass
- Councilman Ken Green
- Councilwoman Sandra Loeza
- Councilman Roy E. Yates

Staff:

- Tim Kelty, City Manager
- Betty Wells, City Secretary
- Chris Duncan, City Attorney
- Nat Hickey, Property Manager
- Brian Dybala, Golf Course Director
- Kim Townsend, Parks Director
- Chris Motley, Fire Chief
- Ray Garivey, Police Chief
- Stephanie Russell, Finance Director
- Courtland Holman, Economic Development Director
- Jerry Meeks, Veolia
- David Hoelewyn-Street Department Director

Visitors:

Larry Fansher	Gina Adams
Melanie Oldham	Manning Rollerson
Tommy Pearson	Edward Garcia
Edmeryl Williams	Angie Williams
Desiree Pearson	

Call to order.

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

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

Proclamation recognizing the new Mexican Consulate

Mayor Pro Tem Brooks Bass read the proclamation of the City of Freeport proclaiming that September 15 is Mexican Independence day in the City of Freeport

Proclamation declaring September 17th thru September 23rd, 2019, as Constitution Week

Mayor Pro Tem Brooks Bass read the proclamation of the City of Freeport declaring September 17-23, 2019 as Constitution week.

Citizen's Comments

Ms. Williams spoke to council regarding the East End Park being moved to Cherry Street. She is opposed to the park being moved, as there are residents of Freeport that still use the park. East End residents feel that the park is a very valuable place for the East End residents until all families move from the East End of Freeport

Manning Rollerson spoke to council regarding the East End Park. He is concerned about the water situation with the water needing to be boiled; he also spoke on the gun control and the safety of our kids.

Larry Fansher spoke to Council acknowledging and applauding Council and the City leaders for the positive changes that are being seen in the City of Freeport

CONSENT AGENDA:

Consideration and possible action on the approval of City Council meeting minutes from August 19th, 2019.

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

Acceptance of resignation from EDC board member Mark Friudenberg

On a motion by Councilwoman Loeza, seconded by Councilman Green, with all present voting "Aye", Council unanimously approved the resignation of Mark Friudenberg.

REGULAR SESSION

Public Hearing: First Public Hearing Regarding Proposed Property Tax Rate for the 2019 Tax Year was opened at 6:18.

Melanie Oldham spoke, stating that she thinks the rate that is chosen, is a good tax rate.

Councilman Yates asked if there was anything that showed the tax rate.

City Finance Director Stephanie Russell presented the proposed Property Tax Rate \$0.628005. On a motion by Councilman Green and seconded by Loeza, with all present voting "Aye", Council unanimously approved the closing the public hearing. Mayor Pro Tem Brooks Bass closed the Public Hearing at 6:25.

Public Hearing: Conduct Public Hearing on Proposed Budget for FY 2019-2020.

City Finance Director Stephanie Russell presented the Proposed Budget for FY 2019-2020.

Manning Rollerson questioned if the City still received Federal Funding for infrastructure.

Melanie Oldham spoke to Council regarding the Proposed Budget and she thanked management that the Budget was posted online for the Public and it is very easy to read. She spoke on the first ten pages of the proposed budget. Ms. Oldham thanked the leadership of Freeport on the Proposed Budget.

Mr. Garcia questioned funding the study of the O.A. Fleming property when the city does not own it.

On a motion by Councilwoman Loeza and seconded by Councilman Yates the Public Hearing on Proposed Budget was closed by Mayor Pro Tem Brooks Bass.

Consideration and possible action on adoption of proposed Ordinance No. 2019-2581 budget 2019-2020

Finance Director Stephanie Russell presented Ordinance No. 2019-2581 to Council for adopting 2019-2020 Proposed Budget.

On a motion by Councilwoman Loeza and seconded by Councilman Green to approve Ordinance No. 2019-2581, with all present voting "aye".

On the Record Councilman Green "Aye"

On the Record Councilman Yates "Aye"

On the Record Councilwoman Loeza "Aye"

On the Record Mayor Pro Tem Brooks Bass "Aye"

Consideration of approving the expense to modernize and update the elevator system at City Hall.

City Manager Tim Kelty spoke to council regarding the repair and modernization of the elevator system, he stated that the City has a bid from ThyssenKrupp, and is waiting for a bid from Norrell he requested the approval of the expenditure \$74,516.00 he said that he will use the best bid from the two vendors.

On a motion by Councilman Yates and seconded by Councilwoman Loeza, with all present and voting "aye" Council approved the expenditure of up to \$74,516.00 for the modernization of the elevator system at City Hall.

Consideration of approving various items and equipment for surplus and approve the sale of such items by auction

City Manager Tim Kelty spoke to Council regarding surplus items from departments that are no longer used or needed; he stated that the City would use an online auction company for the sale of these surplus items.

On a motion by Councilwoman Loeza and seconded by Councilman Yates, with all present and voting "aye" Councilman Green seconded the motion but conceded the motion seconded to Councilman Yates

Consideration of approving Resolution No. 2019-2603 for continued receipt of Bingo Prize Funds

City Manager Tim Kelty presented Resolution No. 2019-2603 to Council stating this resolution is necessary in order for the City to continue receiving these funds pursuant to House Bill 914 by the Legislature

On a motion by Councilwoman Loeza and seconded by Councilman Green Resolution No. 2019-2603 was approved, with all present and voting "aye."

Consideration of approving Resolution No. 2019-2604 on a nomination for the Brazoria County Appraisal District

City Manager Tim Kelty spoke to Council regarding Resolution No. 2019-2064, he stated that this nomination happens every two years and the City gets to nominate up to five members to The Brazoria County Appraisal District. Mr. Kelty recommended this item be tabled since it does not have to be done until October 15, 2019 and can be considered at a later date.

Mayor Pro Tem, Brooks Bass tabled this item.

No action was taken.

WORK SESSION:

Councilman Ken Green stated just as Ms. Williams spoke earlier in the meeting in regards to the East End Park, this is a big concern to the residents on the East End, moving this park and that he understands the concern and Council needs to take into thought of what they are going to do with that. .

Councilman Brooks Bass asked if an entity damages infrastructure who does the City bill? He stated that he wants Veolia and City Management help to make sure the entity that makes the damage is the one to repair it.

Councilman Roy Yates questioned the status of the Urban Renewal Project. He spoke on moving City Hall to O.A. Fleming and his concerns that this will not work. He also spoke on old fines and if there is a statue of limitations.

City Manager Tim Kelty spoke on the new HR Director starting on September 5. He spoke on the open enrollment, he thanked Donna Fisher and Stephanie Russell for a job well done on making open enrollment a success.

Councilwoman Loeza had nothing to report.

Update on reports / concerns from Department heads

Chris Motley Fire Chief gave a weather update on TD in the Gulf that was headed to Mexico. He also said that Hurricane Dorian had downgraded to a category 2.

Open session was closed at 7:12 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 Pro Tem Books Bass opened regular session at 7:26 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 Loeza, seconded by Councilman Green, with all present voting "Aye", Mayor Pro Tem Brooks Bass adjourned the meeting at 7:26 PM.

Mayor, Troy Brimage
City of Freeport, Texas

City Secretary, Betty Wells
City of Freeport, Texas

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the City Council of Freeport, Texas met on Monday, September 9, 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
Councilman Roy E. Yates

Staff: Tim Kelty, City Manager
Betty Wells, City Secretary
Stephanie Russell, Assistant City Manager/Finance Director
Chris Duncan, City Attorney
Jerry Meeks
Nat Hickey

Visitors: Desiree Pearson
Tommy Pearson
Kenny Hayes
Sabrina Brimage

Call to order.

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

WORK SESSION:

Second Public Hearing Regarding Proposed Property Tax Rate for the 2019 Tax Year

Second Public Hearing regarding the proposed Property Tax Rate was opened at 6:00 pm. City Manager Tim Kelty spoke to Council in regards to the currently proposed tax rate \$.628005 which is the same rate as the current Fiscal Year. It is slightly higher than the Effective rate of \$.618092, and lower the Roll Back rate \$.645579. The Proposed Tax Rate will generate 1.6 % additional revenue over the effective rate. This rate does support the budget that was approved at the last Regular Meeting.

There were no comments from the public.

On a motion by Councilwoman Loeza and seconded by Councilman Bass the Public Hearing was closed at 6:02 pm by Mayor Troy Brimage. With all present and voting "Aye"

Consideration of a Resolution Authorizing Representation in IRS Matter and Delegating Authority to Execute Form 2848 IRS Power of Attorney

Assistant City Manager Stephanie Russell spoke to council regarding TML, the City's previous insurance carrier. As our carrier, TML reported on the City's behalf to the IRS. Stephanie Russell stated that there were IRS requirements that went into effect a few years ago which require 1094 and 1095 forms to be reported. There were some errors with what TML reported, and TML is trying to fix those errors with the IRS. This Resolution will give TML Power of Attorney in connections with this action, which will allow their attorneys to speak directly with IRS on the 1094 and 1095 to correct the error. TML is covering all penalties or lawyer fees that may arise from this. This error by TML effected all the cities to which they provided this service.

On a motion by Councilman Bass and seconded by Councilman Green Resolution No. 2019-2605 was approved, with all present and voting "aye."

Councilman Brooks Bass asked if there would be any Attorney fees with this, Finance Director Stephanie Russell response, there would be no legal fees or penalties to the City, TML will cover that expense.

Adjourn

On a motion by Councilwoman Loeza, seconded by Councilman Green, with all present voting "Aye", Mayor Brimage adjourned the meeting at 6:04 PM.

Mayor, Troy Brimage
City of Freeport, Texas

City Secretary, Betty Wells
City of Freeport, Texas



City Council Agenda Items 3

Title: Public Hearing and consideration and possible action on re-adoption of Juvenile Curfew ordinance.

Date: 09/16/2019

From: Tim Kelty, City Manager

Staff Recommendation: Staff recommends receiving input at following the Public Hearing.

Item Summary: The Juvenile Curfew ordinance is for the conduct of minors on the streets or public places and private business, during normal school hours, at night and early morning hours in the city of Freeport. The ordinance is for the good of the minors in our city and to promote family responsibility and the safety and welfare of the city.

Background Information: The Curfew ordinance benefits the city and the minor's safety cutting down the criminal mischief and minors roaming through the streets and public places and Commercial recreational facilities are almost nonexistent. There is little or nothing for the minors to do outdoors, but roam the streets.

Special Considerations: There is no change to what was previously adopted, a second public hearing is required by law and will be on Oct. 7, 2019 before consideration on adoption.

Board or 3rd Party recommendation: None

Financial Impact: None

Supporting Documentation:

operations than last year's tax rate. The tax rate will effectively be raised by 4.46 percent and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$14.12.”

Financial Impact:

Taxes owed under any of the above rates can be calculated as follows:

$$\text{Property Tax Amount} = (\text{Rate}) \times (\text{Taxable Value of Property}) / 100$$

Board or 3rd Party recommendation: N/A

Supporting Documentation:

Ordinance No. 2019-2582

ORDINANCE NUMBER 2019-2582

AN ORDINANCE OF THE CITY OF FREEPORT, TEXAS, ESTABLISHING A TAX RATE FOR EACH \$100.00 VALUATION OF TAXABLE PROPERTY FOR THE 2019 TAX YEAR; LEVYING ALL TAXES FOR SAID CITY FOR SUCH TAX YEAR; ALLOCATING SUCH TAXES FOR CERTAIN MUNICIPAL PURPOSES THEREIN ENUMERATED; ORDERING THAT SUCH TAXES BE ASSESSED AND COLLECTED; CONTAINING A SEVERANCE CLAUSE; AND PROVIDING AN EFFECTIVE DATE FOR THIS ORDINANCE.

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

WHEREAS, Section 6.22(c), Texas Tax Code, authorizes the governing body of a taxing unit to require the county in which said unit is located to assess and collect the taxes such unit imposes in the manner in which the county assesses and collects its taxes; and,

WHEREAS, Section 26.05 of the Texas Property Tax Code provides that by October 1 or as soon thereafter as practicable, the governing body of each taxing unit shall adopt a tax rate for the current tax year; and

WHEREAS, county taxes in Brazoria County, Texas, are assessed and collected by the Brazoria County Tax Assessor-Collector; and,

WHEREAS, Section 6.23(a)(3), Texas Tax Code, provides that the county assessor and collector of taxes shall, if so required by a taxing unit, assess and collect the taxes of said unit; and,

WHEREAS, heretofore the City Council, being the governing body thereof, adopted a resolution requesting and requiring the Assessor and Collector of Taxes for Brazoria County to assess and collect the ad valorem taxes levied by the City; and,

WHEREAS, under the provisions of Section 26.05(b) of the Tax Code, the tax rate must be set by ordinance, resolution or order which, if the rate exceeds the effective tax rate, must be adopted by a motion with a record vote of the governing body of the City, such motion must be made in the form prescribed in Section 26.05(b), at least sixty (60) percent of the members of the governing body are required to vote in favor of the motion to adopt such ordinance, resolution or order and, if the ordinance, resolution or order sets a tax rate that, if applied to the total taxable value, will impose an amount of taxes to fund maintenance and operation expenditures of the City that exceeds the amount of taxes imposed for that purpose in the preceding year, additional requirements regarding the contents of such ordinance, resolution or order and the giving of notice of the home page of any Internet website operated by the City must be met; and,

WHEREAS, Section 26.0S(d) of the Tax Code, the City is only required to conduct two public hearings and satisfy the notice and voting requirements of Section 26.06 and Section 26.065 of the Tax Code where the proposed tax rate will exceed the lower of the rollback tax rate or the effective tax rate calculated as provided in said code.

WHEREAS, such Section further provides that where the tax rate consists of two components (one which will impose the amount of taxes needed to pay the unit's debt service and the other which will impose the amount of taxes needed to fund maintenance and operation expenditures of the unit for the next year); and

WHEREAS, the proposed tax rate for the current tax year of the City of Freeport, Texas, consists of two such components, a tax rate of **\$0.110033** for debt service and a tax rate of **\$0.517972** to fund maintenance and operation expenditures; and

WHEREAS, a budget appropriating revenue generated by the collection of ad valorem for the use and support of the municipal government of the City of Freeport has been proposed by the Freeport City Council as required by Title Four (4), Section 102.009 of the Local Government Code; and

WHEREAS, it is necessary and appropriate for the City Council to adopt the 2019 Tax Rate for the City of Freeport, Texas.

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

Section 1. Findings of Fact

The City Council hereby makes the following findings:

- (1) The Chief Appraiser of the Brazoria County Appraisal District furnished to the Assessor and Collector of Taxes for Brazoria County, Texas, a certified appraisal roll of the City for the 2019 tax year on the 20th day of July, 2019.
- (2) The Assessor and Collector of Taxes calculated the effective and roll back tax rates for such tax year, being \$ 0.618092 and \$ 0.645579, respectively, per \$100.00 valuation.
- (3) On the 19th day of August, City Council made the following motion which was seconded: "I propose adopting a tax rate of \$0.628005 per \$100.00 valuation for the 2019 tax year, which is effectively a 1.6 percent increase in the tax rate.
- (4) There is outstanding indebtedness for which an interest and sinking fund must be provided from ad valorem taxes and taxes must be levied as

provided below to provide a general fund for current expenses and the general improvement of the City and its property, and to meet the revenue requirements of the budget for the City's 2019-2020 fiscal year.

- (5) On the 27th day of August, 2019 a Notice of 2019 Tax Year Proposed Property Tax Rate for the City of Freeport was published in The Facts and two public hearings were held September 3, 2019 and September 9, 2019.

Section 2. Appraisal Roll Accepted and Adopted

The City Council of the City hereby accepts and adopts the Certified Appraisal Roll for the City furnished to the Assessor and Collector of the City by the Brazoria County Appraisal District and which is incorporated herein by reference.

Section 3. Tax Rate for Interest and Sinking Fund

The City Council of the City hereby orders, determines and establishes that the tax rate for each \$100.00 valuation of taxable property within the City for the interest and sinking fund shall be \$ 0.110033 the tax year 2019.

Section 4. Tax Rate for Maintenance and Operations

The City Council of the City hereby orders, determines and establishes that the tax rate for each \$100.00 valuation of taxable property within the City to provide a general fund for maintenance and operation expenses of the City shall be \$0.517972 for the tax year 2019.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 4.46 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$14.12.

Section 5. Internet Website

The City Secretary shall cause the following to be included on the homepage of the City website:

CITY OF FREEPORT ADOPTED A TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 4.46 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$14.12.

Section 6. Tax Levy; Assessment and Collection

Ad valorem taxes for the tax year 2019 are hereby levied and shall be assessed and collected as herein above set forth by the City as the ad valorem tax for said year, to-wit: a total tax of \$0.628005 on each \$100.00 valuation of taxable property situated in the City.

Section 7. Severance Clause

Any section or provision of this ordinance found to be unconstitutional, void or inoperative by the final judgment of a court of competent jurisdiction is hereby declared to be severable from the remainder of this ordinance which shall remain in full force and effect.

Section 8. Effective Date

This ordinance shall be effective from and after its passage and adoption.

PASSED AND ADOPTED this 16th day of September, 2019.

Troy Brimage, Mayor
City of Freeport, Texas

ATTEST:

Betty Wells, City Secretary
City of Freeport, Texas

APPROVED AS TO FORM AND CONTENT:

Chris Duncan, City Attorney
City of Freeport, Texas



City Council Agenda Item # 5

Title: Ratification of Fiscal Year 2019-2020 Adopted Budget

Date: September 16, 2019

From: Stephanie Russell, Assistant City Manager/Finance Director

Staff Recommendation:

Staff recommends Council ratify the FY 2019-2020 Adopted Budget.

Item Summary:

Pursuant to Section 102.007 of the Texas Local Government Code, adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget. A vote under this subsection is in addition to and separate from the vote to adopt the budget or a vote to set the tax rate required by Chapter 26, Tax Code, or other law.

Background Information:

The FY2019-2020 Budget includes more property tax revenues than FY2018-2019, therefore; Council must take a separate vote to ratify increased property tax revenues that are reflected in a budget. The ratification is in addition to and separate from the vote to adopt the budget or a vote to set the tax rate required by Chapter 26, Tax Code.

Special Considerations:

N/A

Financial Impact:

N/A

Board or 3rd Party recommendation:

N/A

Supporting Documentation:

N/A



City Council Agenda Item # 6

Title: FY2018-2019 Proposed Budget Adjustment #5

Date: September 16, 2019

From: Stephanie Russell, Assistant City Manager/Finance Director

Staff Recommendation:

I recommend the following budget amendment to the 2018-2019 Budget.

Item Summary:

This proposed budget adjustment includes adding revenue and expenditures to the General Fund. The net impact to the General Fund, including transfers, is an increase in expenditures of \$1,520,316. However; this amount is available in unassigned fund balance.

Background Information:

Below is a summary of each of the proposed changes.

- A. Golf Course Revenue & Expenditures: The Golf Course has experienced an increase in Merchandise sales and Memberships leading to overrun on both Revenue and Expenditures. Merchandise Revenue is over budget by \$75,000 and as result, the expenditures for Merchandise are also over budget. Golf Membership Revenue is over budget by \$15,000. This increase in members has also increased the use of golf carts and fuel by about \$10,000.
- B. Property Tax: Property Tax is over budget for the year with an additional \$9,000 in Revenue to-date.
- C. City Hall Elevator: Council approved the repair of the City Hall Elevator during the September 3, 2019 Council meeting. The final amount contracted is \$74,516 which needs to be added to the budget.
- D. Payouts: During the Strategic Planning Workshop in July, staff presented an estimate to payoff all existing lease purchase contracts. Additionally, the FY2019-2020 Budget was developed with the assumption these would be paid off this fiscal year. The current estimate for these payouts \$1,271,000. The estimated savings is over \$90k in addition to eliminating approximately in \$300k in recurring costs.
- E. Utility Projects: In August Council approved the following projects with Freese and Nichols: Lift Station #5 & 13 Rehab & Sewer Line Replacement (\$24,600), Lift Station Risk Based Assessment (\$69k), Water Facility Condition Assessment & Capacity Evaluation (\$45,200). The total of all three projects is \$138,800. This was not budgeted

and there are not funds available in the Utility Fund, therefore; the transfer from the General Fund is proposed to be increased by this amount.

- F. EDC Loan: The City loaned the EDC money (\$50,000) earlier this year. This item was included a previous budget amendment, however; the accounts listed were incorrect. Therefore; this item is being represented under the correct account for transparency.

Special Considerations:

N/A

Financial Impact:

The net impact to the General Fund, including transfers, is an increase in expenditures of \$1,520,316. This shortfall is due to unexpected one-time expense for the City Hall Elevator (\$74,516), Payouts (\$1,271,000), and Utility projects (\$138,000). However; this amount is available in unassigned fund balance.

Board or 3rd Party recommendation:

N/A

Supporting Documentation:

Exhibit A – Proposed Budget Amendment #6
Ordinance No. 2019-2583

ORDINANCE NO. 2019-2583

AN ORDINANCE OF THE CITY OF FREEPORT, TEXAS, CONTAINING A PREAMBLE; CONTAINING FINDINGS OF FACTS; AMENDING THE BUDGET FOR THE FISCAL YEAR 2018-2019; CONTAINING SAVINGS CLAUSES; CONTAINING A SEVERANCE CLAUSE; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, pursuant to the provisions of Subsection (a) of Section 102.007 of Chapter 102 of the Local Government Code and the provisions of Article 9 of the Home Rule Charter of the City of Freeport (hereinafter sometimes "the City"), the budget for the 2018-2019 fiscal year of the City was finally approved by the City Council, being the governing body thereof, by its Ordinance No. 2018-2554, read, passed and adopted on the 17th day of September, 2018, (hereinafter sometimes "the Budget"); and,

WHEREAS, Subsection (b) of Section 102.009 of the Local Government Code provides that, after final approval of the budget, the governing body of a municipality may spend municipal funds only in strict compliance with the budget, except in an emergency, but Section 102.010 of said Code provides that the provisions of Chapter 102 thereof do not prevent the governing body of such municipality from making changes in the budget for municipal purposes; and

WHEREAS, Subsection (c) of Section 102.009 of said Code provides that the governing body of a municipality may authorize an expenditure as an amendment to the original budget only in the case of grave public necessity to meet an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonably diligent thought and attention; and,

WHEREAS, Section 9.16 of the City's Home Rule Charter provides that the budget may be amended and appropriations altered in accordance therewith in cases of public necessity, the actual fact of which shall have been declared by the City Council; and,

WHEREAS, the adoption of this ordinance and the amendments of the Budget is necessary for and in the best interest of the health, safety and general welfare of the inhabitants of the City.

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

SECTION ONE (1): FINDINGS OF FACT

In connection with the amendment and revision of the Budget, the City Council of the City makes the following findings:

(1) The amendments and revisions set forth in the Budget were the result of numerous public workshop meetings called and conducted in the manner required by the Texas Open Meetings Act, codified as Chapter 551, Government Code.

(2) A public hearing was held on the Budget on September 18, 2017, and conducted in the manner required by Section 102.006 of the Local Government Code and the City's Home Rule Charter.

(3) Notice of such public hearing was published in the Brazosport Facts, a newspaper of general circulation in and the official newspaper of the City in the manner and time required by Chapter 102 of said Code and the City's Home Rule Charter.

(4) A grave public necessity exists and to meet an unusual and unforeseen conditions that could not have been included in the original budget through the use of reasonably diligent thought and attention and the Budget must be amended and revised with respect of the new or additional expenditures set forth in Exhibit "A" attached hereto and made a part hereof, such unusual and unforeseen conditions also being set forth in said Exhibit "A".

(5) The proposed changes are set forth in Exhibit "A" attached hereto and made a part hereof.

(6) All of the changes set forth in Exhibit "A" are for municipal purposes.

(7) The several amounts stated in Exhibit "A" as the amended or revised expenditures are hereby appropriated to and for the objects and purposes therein named.

(8) The contingent appropriations, as amended and revised in said Exhibit "A", do not exceed three (3%) percent of the total amended and revised budget appropriations reflected therein.

(9) The amended and revised expenditures of the general fund and the debt service fund contained in the Budget, as amended by said Exhibit "A", do not exceed the resources of each fund, as amended and revised.

SECTION TWO (2):

The existing budget of the City of Freeport, Texas, for the fiscal year 2018-2019, as heretofore amended by Ordinance No. 2018-2563, read, passed and adopted on November 19, 2018; Ordinance No. 2018-2564, read, passed and adopted on December 17, 2018; and Ordinance No. 2019-2570, read, passed and adopted on April 1, 2019; Ordinance No. 2019-2575, read, passed and adopted on June 17, 2019; Ordinance No. 2019-2578, read, passed and adopted on August 5, 2019; and is hereby amended and revised as reflected in said Exhibit "A".

SECTION THREE (3):

As required by Subsections (c) and (d) of Section 102.009 of the Local Government Code, upon the passage and adoption of this ordinance, the amended and revised budget adopted hereby shall be filed with the City Secretary of the City to be maintained in the official records of the City, and a certified copy of this ordinance, with Exhibit "A" attached thereto, shall be filed by the City Secretary with the County Clerk of Brazoria County, Texas, and a copy sent to the State Comptroller of Public Accounts for the State of Texas.

SECTION FOUR (4):

Nothing contained in this ordinance shall cause any rights heretofore vested to be altered, affected or impaired in any way and all such rights may be hereafter enforced as if this ordinance had not been adopted.

SECTION FIVE (5):

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

ordinance and such remaining sections and provisions shall remain in full force and effect.

SECTION SIX (6):

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

READ, PASSED AND ADOPTED this 16th day of September, 2019.

Troy T. Brimage, Mayor,
City of Freeport, Texas

ATTEST:

Betty Wells, City Secretary,
City of Freeport, Texas

APPROVED AS TO FORM ONLY:

Chris Duncan, City Attorney,
City of Freeport, Texas

EXHIBIT A
City of Freeport
FY 2018-2019 Proposed Budget Amendment #5

Ref	Proposed Amendments	Account No.	Account Description	Current Budget	Proposed Amount Inc./ (Dec.)	Amended Budget
<u>GENERAL FUND</u>						
REVENUE						
A	Golf Revenue - Merchandise	10 349-401	Golf Rev-Merchandise	90,000	75,000	165,000
	Golf Revenue	10 349-450	Golf Rev-Memberships	75,000	15,000	90,000
B	Property Tax	10 310-100	Property Tax - Current Year	2,251,831	9,000	2,260,831
Subtotal Revenue				2,416,831	99,000	2,515,831
EXPENDITURES						
A	Golf Merchandise	10 656-401	Merchandise	55,000	75,000	130,000
	Golf Fuel	10 656-390	Fuel	16,000	10,000	26,000
C	City Hall Elevator	10 410-899	Capital Outlay	345,000	74,516	419,516
D	Payouts	10 410-776	Lease Principal <i>(Total on Item F)</i>	-	1,200,000	
		10 410-775	Lease Interest	-	71,000	71,000
E	Utility Projects	10 700-056	Transfer to Utility Fund	536,959	138,800	675,759
F	EDC Loan	10 410-776	Lease Principal	-	50,000	1,250,000
Subtotal Expenditures				952,959	1,619,316	2,572,275
Net Revenue Less Expenditures				1,463,872	(1,520,316)	(56,444)
<u>Utility Fund</u>						
REVENUE						
E	Utility Projects	56 710-010	Transfer From General Fund	536,959	138,800	675,759
Subtotal Revenue				536,959	138,800	675,759
EXPENDITURES						
E	Utility Projects	56 565-413	Professional Services	-	138,800	138,800
Subtotal Expenditures				-	138,800	138,800
Net Revenue Less Expenditures				536,959	-	536,959



City Council Agenda Item # 7

Title: Consideration and possible action regarding a resolution of awarding the City's primary depository bank services.

Date: September 16, 2019

From: Stephanie Russell, Assistant City Manager/Finance Director

Staff Recommendation:

Staff recommends approving the resolution.

Item Summary:

Texas Gulf Bank, N.A. currently serves as the primary depository bank for the City. In accordance with Chapter 105 of the Texas Local Government Code, the City issued a request for application (RFA) on July 8, 2019 detailing the requirements to serve as the City's primary depository bank for the two-year period of December 1, 2019 through November 30, 2021 with the option for three one-year extensions under the same terms and conditions. Notice of the RFA was advertised in The Facts on July 8, 2019 as well as one advertisement as required in the Daily Commercial Record on July 8, 2019. Application packet notifications were emailed to eleven financial institutions within the City's expanded solicitation boundaries. A pre-application conference was held on July 17, 2019 with two banks in attendance. Four banks, Texas Gulf Bank, N.A., First National Bank – Lake Jackson, First State Bank – Clute, and The Moody National Bank, submitted applications by the 2:00 P.M. deadline on August 1, 2019. Valley View Consulting, LLC, the City's consultant, assisted the City's staff with the process of developing the RFA, evaluating the applications, and providing a recommendation to the Council.

After careful consideration of the criteria such as potential interest earnings throughout the life of the agreement, bank fees, bank service capabilities and responsiveness, online banking technology, and reference checks, it is the recommendation of both City staff and Valley View Consulting that Texas Gulf Bank, N.A. be selected as the City's primary depository bank. A representative of Valley View Consulting will be available to answer questions regarding the solicitation and evaluation process.

A copy of Valley View's recap and detailed analysis of the submitted applications is provided with this communicator for your review.

Background Information:

The process for selecting a Primary Depository Bank is governed by the State of Texas Local Government Codes: Chapter 105 Municipal Depository Act; Chapter 176 Conflict of Interest Act; Chapter 2256 Public Funds Investment Act; and Chapter 2257 Public Funds Collateral Act.

Special Considerations:

N/A

Financial Impact:

The estimated net income of this contract is approximately \$217,000 over five years.

Board or 3rd Party recommendation:

N/A

Supporting Documentation:

Recap from Valley View
Resolution



September 6, 2019

Ms. Stephanie Russell
Assistant City Manager - Finance Director
City of Freeport
200 West 2nd Street
Freeport, Texas 77541

Dear Ms. Russell:

We sincerely appreciated and welcomed the opportunity to assist the City of Freeport (the “City”) with this Primary Depository Bank Services Request for Applications (the “RFA”) project.

The objective of this engagement was to select a primary depository bank, award the contract, and execute the agreements necessary to bind the City and bank. This agreement, when approved, will commence on December 1, 2019 and terminate on November 30, 2021. At the option of the City, the contract may be extended for three additional one-year periods under the same terms and conditions.

Procedure

The project began with the establishment of a calendar of events to ensure that the required project steps were performed in a timely and sequential manner.

The process for selecting a Primary Depository Bank is governed by the State of Texas Local Government Codes: Chapter 105 Municipal Depository Act; Chapter 176 Conflict of Interest Act; Chapter 2256 Public Funds Investment Act; and Chapter 2257 Public Funds Collateral Act.

In addition to complying with these State statutory requirements, it was necessary to understand and comply with the City’s financial and purchasing policies and Investment Policy.

The RFA project was conducted as follows:

1. Analyzed historical bank service usage and balance records.
2. Reviewed the minimum banking services and potential additional services.
3. Developed a list of eligible financial institutions within 15 miles of City Hall as approved by the City of Freeport City Council:
 - a. BBVA USA
 - b. Brazos National Bank
 - c. First National Bank – Lake Jackson
 - d. First National Bank Texas
 - e. First State Bank – Clute

- f. Heritage Bank
 - g. International Bank of Commerce
 - h. TDECU
 - i. Texas Gulf Bank, N.A. (incumbent)
 - j. The Moody National Bank
 - k. Wells Fargo Bank, N.A.
4. Contacted the financial institutions to confirm distribution information, describe the process, and identify the designated recipient.
 5. Drafted the RFA for City review and approval.
 6. Posted the notice and advertised the RFA.
 7. Distributed RFAs to the identified and receptive financial institutions.
 8. Held a non-mandatory pre-application conference that was attended by representatives of:
 - a. First State Bank – Clute
 - b. First State Bank – Angleton (Location outside of approved solicitation area)
 9. By the closing deadline, applications were received from:
 - a. First National Bank – Lake Jackson
 - b. First State Bank – Clute
 - c. Texas Gulf Bank, N.A.
 - d. The Moody National Bank
 10. No additional RFA responses were received as a result of the advertisement.

The evaluation of the applications was based on, but not limited to, the following criteria, in no particular order of priority:

1. Ability to perform and provide the required and requested services;
2. References provided and quality of services;
3. Cost of services;
4. Transition cost, retention and transition offers and incentives;
5. Funds availability;
6. Interest paid on interest bearing accounts and deposits;
7. Earnings credit calculation on compensating balances;
8. Completeness of application and agreement to points outlined in the RFA;
9. Physical location within the City Council approved solicitation area;
10. Convenience of location(s);
11. Previous service relationship with the City; and
12. Financial strength and stability of the institution.

Application Analysis

The attached analysis of the applications began with an overall review of each financial institution’s general financial strength and ability to provide the services necessary to meet the City’s current and future service needs. Each of the qualified responding financial institutions exhibited acceptable financial strength and the ability to provide services the City requested.

The analysis of proposed fees, earnings credit, and investment income potential is summarized below.

Net Income/(Cost)

Each financial institution’s fee schedule was analyzed based on the City’s banking service needs and estimated activity levels. Where quantifiable and appropriate, the estimated service fees were adjusted for any incentives (including waived fees and transition allowances).

First National Bank – Lake Jackson proposed a flat monthly fee of \$925 for services with an interest bearing checking option, so the use of an earnings credit rate is not applicable. The remaining financial institutions proposed monthly fee assessments for services utilized, an earnings credit rate or an interest bearing checking option to offset monthly fee charges, for any excess balances available.

Historically, average annual deposit balances of \$2,500,000 have been maintained by the City, therefore the analysis was completed assuming the same historic average balance.

Local Government Investment Pools (LGIP’s) offer a higher yielding investment option to the City than the banks at this time, so it is in the best interest of the City to keep minimum operating balances in the depository bank and place the remaining available balances in the higher yielding LGIP.

The analysis was completed with operating balances of \$1,500,000, with the remaining available funds being invested in a LGIP.

The summary below is for both the two (2) year initial contract term, and the full five (5) year term, allowing for the three (3) possible one-year extensions at the option of the City.

Two-Year Term	Texas Gulf Bank	FNB-Lake Jackson	FSB-Clute	Moody National
Proposed Fees	(\$17,525)	(\$22,200)	(\$11,971)	(\$12,376)
Earnings Credit or Hard Interest – Depository	\$61,800	\$3,000	\$34,696	\$28,357
Hard Interest – LGIP	\$42,600	\$42,600	\$42,600	\$42,600
Net Income (Cost)	\$86,875	\$23,400	\$65,325	\$58,581

Five-Year Term	Texas Gulf Bank	FNB-Lake Jackson	FSB-Clute	Moody National
Proposed Fees	(\$43,812)	(\$55,500)	(\$29,927)	(\$30,941)
Earnings Credit or Hard Interest – Depository	\$154,500	\$7,500	\$86,739	\$70,893
Hard Interest – LGIP	\$106,500	\$106,500	\$106,500	\$106,500
Net Income (Cost)	\$217,188	\$58,500	\$163,312	\$146,452

Recommendation

As the incumbent, Texas Gulf Bank, N.A. has been a good business partner with the City, and while First State Bank - Clute and The Moody National Bank offered attractive and competitive options, there is no financial or operational advantage that would warrant a move to another financial institution. The application submitted by First National Bank – Lake Jackson was determined to be less attractive and competitive than the others.

Based on the analysis results, evaluation criteria and discussion with staff, it was determined that the terms offered by Texas Gulf Bank, N.A. provide the “best value” to the City. We concur with the staff recommendation that the Council award the Primary Depository Bank Services contract to Texas Gulf Bank, N.A. and authorize the City Manager to execute the agreements necessary to continue the banking relationship.

Upon approval, the new contract will commence on Sunday, December 1, 2019.

Please contact Bill Koch, Tom Ross, Dick Long or me to discuss any questions or additional information needs.

Thank you for this opportunity to serve the City of Freeport.

Sincerely,



E. K. Hufstedler, III
Valley View Consulting, L.L.C.

Attachment

City of Freeport, Texas - Primary Depository Bank Services RFA Analysis With Clarifications



September 6, 2019	Texas Gulf Bank (Incumbent)	FNB - Lake Jackson	First State Bank - Clute	Moody Bank	
DETAIL RESPONSE ANALYSIS OF DEPOSITORY BANK SERVICES					
"Best Value" Criteria					
1 Ability to perform and provide the required and requested services					
2 References provided and quality of services					
3 Cost of services					
4 Transition cost, retention and transition offers and incentives					
5 Funds availability					
6 Interest paid on interest bearing accounts and deposits					
7 Earnings credit calculation on compensating balances					
8 Completeness of application and agreement to points in the RFA					
9 Physical location within 15 miles of City Hall (200 W. 2nd Street)					
10 Convenience of location(s)					
11 Previous service relationship with the City					
12 Financial strength and stability of the institution					
Application Submission					
	Provided	Provided - PDF not signed	Provided - PDF not signed	Provided	
Required Bank Services					
1	Online Banking Services- Minimum of 12 months of historical information	Yes	Yes	Yes	Yes
2	ACH	Yes	No	Yes	Yes
3	ACH Debit Blocking and Filtering	Yes	Yes	No	Yes
4	Remote Deposit Capture	Yes	No	Yes	Yes
5	Wire Transfers	Yes	Yes	Yes	Yes
6	Post No Checks	Yes	Yes	No	Yes
7	Tamperproof Bank Bags	Tamperproof at cost; Locking bags at no charge	At bank cost + shipping	Yes- cost of \$25/bag	Yes
8	Bank Supplies	At bank cost	At bank cost + shipping	No	No
9	Funds availability with Same Day Credit for all transactions submitted prior to 4:00 PM	Yes; STD 3:00 PM; RDC 5:00 PM	No; 3:00 PM Same Day Credit	No; STD 3:00 PM; RDC 4:00 PM	Yes
10	Employee Check Cashing - with no cost to employees	Yes	Yes	Yes	Yes
11	Returned Check Reprocessing	Yes	Yes	No - images not available online	Yes
12	Account Analysis	Yes	No	No - bank will provide excel spreadsheet combining all accounts.	Yes
13	Bank Statements	Yes	Yes	Yes	Yes
14	Payment for Services	Yes	No - Flat fee paid monthly	Yes	Yes
15	Account Settlement - Quarterly	No - Monthly	No	No	No - Monthly
16	Research	Yes	Yes	Yes	Yes
17	Bank Errors	Yes	Yes	Yes	Yes
18	Investment Account	Interest Bearing NOW Account	No	MMA; No sweep option	Yes
19	Audit Confirmations	Yes	Yes	Yes	Yes
20	Balance Assessment	N/A	N/A	Passed in full to City	N/A
21	Reserve Requirement	No	No	Yes - 3.0%	Yes - 10%
22	Earnings Credit Rate / Formula / Floor	2.06%; 30 Day T-Bill; No Floor	N/A	90 Day T-Bill; No Floor	Tiered Rates Set by Bank Management; No Floor
23	Positive Pay and Account Reconciliation Service	Yes - ACH Positive Pay N/A	Positive Pay without Account Reconciliation	No - No Payee name or date criteria used	Yes
Services That May Be Considered					
1	Online Payments Acceptance	Yes thru First Data	Yes	No	Yes
2	Zero Balance Accounts	Yes	Yes	No	Yes
3	Consumer Bill Pay Processing	No	No	No	No
4	Courier or Armored Car Services	Cannot provide	Cannot provide	Cannot provide	Fee billed thru analysis
5	Security Clearing/Safekeeping Services	Does not offer	Cannot provide	Cannot provide	Yes
Collateral Requirements					
1	Collateralization	Yes	Yes	Yes	Yes
2	Collateral Amount	Yes - Greater than \$6MM requires advance notice	Yes	Yes - Max of \$8MM	Yes
3	Collateral Custody	Yes - TIB	Yes - FHLB Dallas	Yes - TIB - \$25/mo	Yes - FRB and/or TIB
4	Collateral Substitution	Yes	Yes	Yes	Yes
5	Collateral Report	Yes	Yes	Yes - Ratings N/A	Yes
6	Board Resolution	Yes	Yes	Yes	Yes
Investment Activities					
1	Direct Investment Alternative	Yes	Yes	Yes	Yes
2	Certificates of Deposit	Yes	Yes	Yes	Yes
Overdraft Provisions					
1	Net Overdraft Defined - Balances Collectively	Yes	Yes	No	No
2	Notification	Yes	Yes	Yes	Yes
3	Stipulations - Days / \$ Amount / Interest rate / NSF fee	1 day; \$500K; Prime rate; \$30/item	2 days; \$90.00; 0.00%; \$30/item	3 days; \$100K; 0.00%; \$30/item	1 day; \$10K; rate not stated; \$35/item
Other Stipulations					
1	Regulation Notifications	Yes	Yes	Yes	Yes
2	Incoming Wire Transfers	Yes	Yes	Yes	No - email and login alerts
3	Right to Cancel Under Federal or State Law Rulings	Yes	Yes	Yes	Yes
4	Access to Bank Records	Yes	Yes	Yes	Yes
5	Right to Open and Maintain Other Accounts	Yes	Yes	Yes	Yes
6	Secondary Bank Depository	Yes	No	No	Yes

City of Freeport, Texas - Primary Depository Bank Services RFA Analysis With Clarifications



September 6, 2019		Texas Gulf Bank (Incumbent)	FNB - Lake Jackson	First State Bank - Clute	Moody Bank
7	Right to Terminate	Yes	Yes	Yes	Yes
8	Terms Fixed	Yes	Yes	No	Yes
9	One Relationship Officer	Mary Henson, Chief Operations Officer; 979.888.7850	Jeff Barfield, CFO, 979.297.4012	Jenna M. Ford; Vice President; 979.265.2511	Michelle Foster; AVP, Investment Officer; 409.632.5023
Miscellaneous					
1	Semi-Annual Meeting	Yes	Yes	Yes	Yes
2	Formal Agreement Required	Yes	Yes	Yes	Yes
Fee Schedules					
	Bank Services	Provided	Provided - Flat Fee	Not provided in RFA PDF Response	Provided
Response Attachments					
1	Account Analysis - pro-forma	Provided	N/A	Provided	Provided
2	Rate Basis	Provided	Provided	Provided	Provided
3	Sample Collateral Agreement	Not Provided - "does not have a sample"	Provided	Provided	Provided Policy Only
4	Security Measures	Provided	Provided	Provided	Provided
5	Technology Specifications	Provided	Provided	Provided	Provided
6	Sample Safekeeping Report	Not offered	Not offered	Not offered	Provided
7	Securities Safekeeping Fees	Not offered	Not offered	Not offered	Provided
8	Investment Account Information	Provided	Provided	Provided	Provided
9	Summary Business Continuity Plan	Provided	Provided	Provided	Provided
10	References	Provided	Provided	Provided	Provided
11	Sample FIRREA Compliant Document	Provided	Provided	Not Provided	Provided
12	Completed Excel Fee Schedule	Provided	Provided	Provided	Provided
Other Considerations					
1	Equipment / Bank Supplies / Deposit Bags	One Remote Scanner at no charge / One Large Safe Deposit Box at no charge / Zipper or Locking deposit bags for each account at no charge (Additional bags will be charged)	N/A	N/A	N/A

City of Freeport, Texas - Primary Depository Bank Services RFA Analysis With Clarifications



September 6, 2019	Texas Gulf Bank (Incumbent)	FNB - Lake Jackson	First State Bank - Clute	Moody Bank
FEE ANALYSIS OF DEPOSITORY BANK SERVICES				
Proposed Fees - Banking Services				
Monthly Fee Estimate	(730)	(925)	(499)	(516)
Monthly Estimated Assessment Fee	Waived	-	8	Waived
Fees for Two Year Term	(17,525)	(22,200)	(11,971)	(12,376)
Fees for Five Year Term	(43,812)	(55,500)	(29,927)	(30,941)
Contract Incentives				
Estimated Waived Fees	-	-	-	-
Transition Allowance	-	-	-	-
Total Fees for Two Year Term less Incentives	(17,525)	(22,200)	(11,971)	(12,376)
Total Fees for Five Year Term less Incentives	(43,812)	(55,500)	(29,927)	(30,941)
Earnings Credit				
Earnings Credit Rate	2.06%	N/A - Flat Fee	2.03%	0.75%
Rate Basis	30 Day T- Bill Discount Rate Floating Adjusted First of Each Month (No Floor)		91 Day T-Bill (No Floor)	Tiered Rates Bank Managed \$1,000,001 Pay 1.00%; \$250,001- \$1,000,000 Pay 0.75%; and \$250,000 or less Pay 0.50% (No Floor)
Target DDA Compensating Balance			303,965	916,765
Monthly Earnings Credit less Reserve	-		499	516
Earnings Credit for Two Year Term	-		11,971	12,376
Earnings Credit for Five Year Term	-		29,927	30,941
Reserve Requirement	No	No	Yes 3.00%	Yes 10.00%
Net Fees for Two Year Term	(17,525)	(22,200)	0	0
Net Fees for Five Year Term	(43,812)	(55,500)	0	0
Interest Income Estimate				
Investment Option	Interest Bearing NOW	Interest Bearing NOW	Interest Bearing Money Market	Interest Bearing Money Market
Rate Basis	30 day T-Bill Discount Rate Floating- Adjusted First of Each Month - Floor of 0.50%	Bank Managed	Tiered Rates \$200,000 Balances and Greater Pay Interest Rate of 0.95% (Rates are Bank Managed)	Fed Funds Sold Rate minus 0.75% - Floor of 1.00%
Interest Rate	2.06%	0.10%	0.95%	1.37%
Investment Balance	1,500,000	1,500,000	1,196,035	583,235
Monthly Investment Income	2,575	125	947	666
Two Year Investment Income	61,800	3,000	22,725	15,981
Five Year Investment Income	154,500	7,500	56,812	39,952
Two Year Income/(Cost)	44,275	(19,200)	22,725	15,981
Five Year Income/(Cost)	110,688	(46,000)	56,812	39,952
Alternative Cash-Equivalent				
	LGIP	LGIP	LGIP	LGIP
Interest Rate	2.13%	2.13%	2.13%	2.13%
Investment Balance	1,000,000	1,000,000	1,000,000	1,000,000
Monthly Investment Income	1,775	1,775	1,775	1,775
Two Year Investment Income	42,600	42,600	42,600	42,600
Five Year Investment Income	106,500	106,500	106,500	106,500
Alt. Cash-Equivalent Two Year Income/(Cost)	86,875	23,400	65,325	58,581
Alt. Cash-Equivalent Five Year Income/(Cost)	217,188	58,500	163,312	146,452
Rates as of August 22, 2019				
Historical Bank Balance	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
30-Day T-Bill Discount Rate	2.06%	2.06%	2.06%	2.06%
91-Day T-Bill Discount Rate	1.96%	1.96%	1.96%	1.96%
Fed Funds Rate Actual	2.12%	2.12%	2.12%	2.12%
Fed Funds Rate Target	2.00-2.25%	2.00-2.25%	2.00-2.25%	2.00-2.25%
Local Government Investment Pool	2.13%	2.13%	2.13%	2.13%

RESOLUTION NO. 2019-2606

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS SELECTING TEXAS GULF BANK, N.A. AS THE PRIMARY DEPOSITORY BANK FOR THE CITY OF FREEPORT, TEXAS AND DIRECTING THE CITY MANAGER TO EXECUTE THE AGREEMENTS NECESSARY FOR PRIMARY DEPOSITORY BANK SERVICES. THE INITIAL TERM OF THE PRIMARY DEPOSITORY BANK CONTRACT WILL BE FOR THE TWO-YEAR PERIOD OF DECEMBER 1, 2019 THROUGH NOVEMBER 30, 2021, WITH THREE (3) ONE-YEAR EXTENSION OPTIONS UNDER THE SAME TERMS AND CONDITIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the State of Texas Local Government Codes: Chapter 105 Municipal Depository Act; Chapter 176 Conflict of Interest Act; Chapter 2256 Public Funds Investment Act; and Chapter 2257 Public Funds Collateral Act established the process for selecting a depository bank; and,

WHEREAS, the City received applications from Texas Gulf Bank, N.A.; First National Bank – Lake Jackson, First State Bank – Clute, and The Moody National Bank; and,

WHEREAS, staff, with the assistance of Valley View Consulting, L.L.C., has reviewed the applications submitted and recommends that the primary Depository Bank Services contract be awarded to Texas Gulf Bank, N.A.

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

Section 1. Recitals Incorporated

The recitals set forth above are incorporated herein for all purposes as if set forth in full.

Section 2. Approval and Authorization of Contract

The City Council hereby approves the contract award, subject to approval as to form by the City Attorney, for Primary Depository Bank Services and authorizes the City Manager's execution of same. The City Manager is hereby authorized to execute all documents and to take all other actions necessary to finalize, act under, and enforce the contract.

PASSED by the City Council of the City of Freeport, Texas on this 16th day of September 2019.

ATTEST:

APPROVED:

Betty Wells, City Secretary

Troy Brimage, Mayor

Chris Duncan, City Attorney



City Council Agenda Item # 8

Title: Consideration of Engagement Letter to Conduct audit for FY2018-2019.

Date: September 16, 2019

From: Stephanie Russell, Finance Director

Staff Recommendation:

Staff recommends Council authorize the City Manager and Mayor to accept and sign the Engagement Letter.

Item Summary:

The City has requested that Whitley Penn LLP conduct the City's annual audit for the fiscal year ending September 30, 2019. In response to that request, they have requested a response to confirm their acceptance and understanding of this audit engagement by means of the attached letter.

The timing of our audit will be scheduled for performance and completion as follows:

Document internal control and preliminary tests	October 2019
Perform year-end internal control testing and substantive audit procedures	January 2020
Issue audit report	March 2020

Background Information:

The City hired Whitley Penn LLP in 2018 to conduct the audit for the FY2017-2018.

Special Considerations: N/A

Financial Impact: The fee for the audit services will be based on the amount of time required and the difficulty of the work involved which is estimated to be \$45,000. This amount is less than last year and is included in the FY2019-2020 Budget.

Board or 3rd Party recommendation: N/A

Supporting Documentation: Engagement Letter from Whitley Penn

September 4, 2019

To the Honorable Mayor, Members of
City Council and City Administrator
City of Freeport, Texas

The following represents our understanding of the services we will provide City of Freeport Texas (the "City").

You have requested that we audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City, as of September 30, 2019, and for the year then ended and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit.

Accounting principles generally accepted in the United States of America require that required supplementary information (RSI) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- 1) Management's discussion and analysis
- 2) Budgetary comparison information
- 3) Required pension supplementary information
- 4) Required other post-employment benefit supplementary information

Supplementary information other than RSI will accompany the City's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

- 1) Combining and individual fund statements and schedules

Also, the document we submit to you will include the following other additional information that will not be subjected to the auditing procedures applied in our audit of the financial statements:

- 1) Introductory section
- 2) Statistical section

The Objective of an Audit

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in accordance with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

General Audit Procedures

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Internal Control Audit Procedures

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS.

In making our risk assessments, we consider internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

Compliance with Laws and Regulations

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit; and
 - iii. Unrestricted access to persons within the City from whom we determine it necessary to obtain audit evidence.
- d. For including the auditor's report in any document containing financial statements that indicates that such financial statements have been audited by the City's auditor;
- e. For identifying and ensuring that the City complies with the laws and regulations applicable to its activities; and
- f. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Reporting

We will issue a written report upon completion of our audit of the City's basic financial statements. Our report will be addressed to the governing body of the City. We cannot provide assurance that unmodified opinions will be

expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

Timing and Fees

The timing of our audit will be scheduled for performance and completion as follows:

Document internal control and preliminary tests	October 2019
Perform year-end internal control testing and substantive audit procedures	January 2020
Issue audit report	March 2020

Christopher Breaux, CPA is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Whitley Penn, LLP's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fee for the audit services will be based on the amount of time required and the difficulty of the work involved which we estimate to be \$45,000.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation and payment is due in Brazoria County. You agree to pay reasonable attorney fees and collection costs incurred relating to collection of fees for services performed under the terms of this engagement. In accordance with Whitley Penn, LLP policy, work may be suspended if your account becomes 30 days or more past due and will not resume until your account is paid in full. In addition, invoices not paid in full by the last day of the month will be assessed interest at a rate of one percent per month. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been complete even if we have not issued our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. Our final auditors' report will be released upon final payment of any outstanding invoices.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you concerning the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We would like to make the following comments regarding the fee estimates:

- 1) Our fee estimates have not considered the effects of any changes to auditing standards and accounting principles, which may be promulgated by the AICPA, Congress, or any other regulatory body in the future and are unknown to us at this time. If significant additional time is necessary resulting in increased fees, we will endeavor to notify you of any such circumstances as they are assessed.
- 2) The City's personnel is responsible for the preparation of all items requested in the Prepared by Client ("PBC") listing and received by the date requested. Any delays caused by not preparing the items when requested may result in additional fees, as well as the possibility of postponing our fieldwork. The PBC listing will be provided to you during the planning process of the engagement.

- 3) Time incurred for audit adjustments identified during our audit and the related additional testing required has not been considered in our fee estimates. Prior to performing any additional testing, we will notify you of the exceptions and obtain approval for any additional fees which may be incurred.
- 4) Our fee estimates are based on all general ledger sub ledgers being reconciled to the general ledger balance and any adjustment necessary should be recorded to the general ledger prior to our fieldwork start date.

The ethics of our profession prohibit the rendering of professional services where the fee for such services is contingent, or has the appearance of being contingent, upon the results of such services. Accordingly, it is important that our bills be paid promptly when received. If a situation arises in which it may appear that our independence would be questioned because of significant unpaid bills, we may be prohibited from issuing our auditors' report.

In the unlikely event that differences concerning our services or fees should arise that are not resolved by mutual agreement, to facilitate judicial resolution and save time and expense of both parties, the City and Whitley Penn, LLP agree not to demand a trial by jury in any action, proceeding or counterclaim arising out of or relating to our services and fees for this engagement. Any controversy, dispute, or questions arising out of or in connection with this agreement or our engagement shall be determined by arbitration conducted in accordance with the rules of the American Arbitration Association, and any decision rendered by the American Arbitration Association shall be binding on both parties to this agreement. The costs of any arbitration shall be borne equally by the parties. Any and all claims in arbitration relating to or arising out of this contract/agreement shall be governed by the laws of the State of Texas and to the extent any issue regarding the arbitration is submitted to a court, including the appointment of arbitrators or confirmation of an award, the District courts in Brazoria County shall have exclusive jurisdiction. Any action arising out of this agreement or the services provided shall be initiated within two years of the service provided.

This letter replaces and supersedes any previous proposals, correspondence and understanding, whether written or oral. The agreements contained in this engagement letter shall survive the completion or termination of this engagement.

To ensure that Whitley Penn, LLP's independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Other Matters

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

The audit documentation for this engagement is the property of Whitley Penn, LLP and constitutes confidential information. However, we may be requested to make certain audit documentation available to various regulators pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision Whitley Penn, LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the applicable regulator. The regulator may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

With respect to any nonattest services we perform, the City's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities. Nonattest services include the preparation of the financial statements based on the City-provided trial balance and assistance with government-wide journal entries based on City-provided documentation.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to those charged with governance the following significant findings from the audit:

- Our view about the qualitative aspects of the City's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

Whitley Penn LLP

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of City of Freeport, Texas by:

Management Signature: _____

Title: _____

Date: _____

Governance Signature: _____

Title: _____

Date: _____



Report on the Firm's System of Quality Control

July 19, 2018

To the Partners of Whitley Penn LLP and
the National Peer Review Committee.

We have reviewed the system of quality control for the accounting and auditing practice of Whitley Penn LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2018. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, audits of employee benefit plans, audits performed under FDICIA, an audit of a broker-dealer, and examination of service organization (SOC 1 engagement).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Whitley Penn LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2018, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Whitley Penn LLP has received a peer review rating of *pass*.

Olsen Thielen & Co., Ltd.

Olsen Thielen & Co., Ltd.



City Council Agenda Item # 9

Title: Resolution 2019-2607 Emergency Medical Billing Fee Schedule Alignment 2019

Date: 09/16/2019

From: Christopher D. Motley, Fire Chief

Staff Recommendation: Staff recommends approving the Resolution for EMS Fee Schedule alignment for 2019.

Item Summary: Freeport Fire & EMS provides emergency medical services in which the department's billing agency generates an invoice for the patient's insurance company. The department has been reviewing all revenue streams that support the EMS revenue account (formerly 20-535 account and currently the 10-535). The attached fee schedule is a recommendation for Freeport's emergency medical billing fee schedule that was received as a recommendation from the billing agency who performed a demographic comparison of comparable agencies. The last time medical billing service fees were realigned was in 2014 when contracting with Emergicon. This fee schedule brings the EMS billing service fees in align with Alvin and Santa Fe EMS for basic as well as advanced life support services.

Background Information: The department bills for the emergency medical service through a third party billing agency known as Emergicon as mentioned above. The department first began billing for its professional services in 1999. Since then, the department has worked with three billing agencies as the department is constantly searching for the best billing service available for the department in the area of technology as well as requiring a high level of customer service being provided to our citizens. The department has been comparing EMS billing rates over the last year. The suggested billing fee schedule was derived from an internal survey of EMS services in Brazoria County as well as EMS agencies that have similar demographics in our region of Texas. This recommended increase comes from the cost of operations through maintaining personnel, educational level of EMS, equipment, the constant increase of medications, and vehicles.

Special Considerations: Chart of current fee schedule and proposed fee schedule

Type of Service	Current Rate	Proposed	%
ALS	\$1,200.00	\$1,800.00	50
ASL-2	\$1,400.00	\$1,800.00	28.57
BLS	\$1,000.00	\$1,800.00	80
ALS Disposable	\$341.50	\$450.00	31.96
BLS Disposable	\$241.50	\$250.00	3.52
Oxygen	\$149.60	\$149.60	0.0
TNT	\$400.00	\$400.00	0.0
Ground Mileage	\$21.00	\$25.00	19.04

Financial Impact: No financial impact to City.

Board or 3rd Party recommendation: None

Supporting Documentation: Emergicon: Emergency medical billing, Resolution, Level of Service Guidance Sheet

RESOLUTION NO. 2019-2607

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS AMENDING AND ADOPTING FEES FOR SERVICES RENDERED BY THE FREEPORT FIRE AND E.M.S. DEPARTMENT; AUTHORIZING THE CITY SECRETARY TO MAINTAIN THE RATE; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR A FINDING OF PROPER MEETING AND NOTICE.

WHEREAS, the City Council of the City of Freeport, Texas ("City") seeks to provide for reasonable fees and charges for materials and services provided by the Freeport Fire and E.M.S. Department in order to recoup the cost of providing such service on the public's behalf without unduly relying on taxes; and

WHEREAS, the City Council finds that Section 92.43 of the City of Freeport, Texas Code of Ordinances as established by Ordinance 2004-2066, authorizes the City Council to periodically review and amend such schedule of fees and charges; and

WHEREAS, the City Council finds that adoption of the fees and charges attached hereto as Exhibit A are in the best interest of the citizen of Freeport, and promotes the safety, health, and general welfare of the public at large.

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

SECTION 1. FEES. Pursuant to the provisions of Section 92.43 of the City of Freeport, Texas Code of Ordinances, the City Council hereby adopts the Freeport Fire and E.M.S. Fee Schedule with the rates and fees attached hereto as Exhibit "A".

SECTION 2. EFFECTIVE DATE. That City Secretary is hereby ordered and directed to cause the caption of this resolution, and the exhibit attached to this resolution, to be published once per week for two consecutive weeks in the Brazosport Facts newspaper. This resolution and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect when this publication requirement has been satisfied.

SECTION 3. PROPER NOTICE AND MEETING. It is hereby found and determined that the meeting at which this resolution was passed was attended by a quorum of the City Council, was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

Read, passed and adopted the _____ day of September, 2019.

Troy T. Brimage, Mayor
City of Freeport, Texas

ATTEST:

Betty Wells, City Secretary
City of Freeport, Texas

APPROVED AS TO FORM ONLY:

Christopher Duncan, City Attorney
City of Freeport, Texas

Exhibit A



EMERGICON
emergency medical billing

Fee Schedule Alignment 2019

An opportunity for the City of Freeport:

Something important to note is that your agency does not balance bill residents. This affords a great opportunity to maximize commercial payments with no adverse consequences on your citizens. An increase in rates could be achieved without affecting any residents because your agency does not balance-bill residents. An increase in fees would substantially increase commercial insurance collections. It is a common industry practice for agencies that do not bill residents to also have a higher fee schedule to help offset.

Below is a recommended fee schedule that would fall into the reasonable and customary range for your region. Note the mileage amount... Recent data is showing that Blue Cross Blue Shield is paying up to \$24.00 per mile. Medicare and Medicaid pay the same regardless of the fees that are charged. Commercial payments are the only opportunity here. These below amounts will align your agency and will do well at capturing more commercial payments.

	Proposed
ALS	\$1,800.00
ASL-2	\$1,800.00
BLS	\$1,800.00
ALS Disposable	\$450.00
BLS Disposable	\$250.00
Oxygen	\$149.60
TNT	\$400.00
Ground Mileage	\$25.00

An update on our end is simple. Once your agency is ready to implement an update, rate changes can go into effect as early as the following day.

Let us know if you need anything at all. Thank you very much.



City Council Agenda Item # 10

Title: Firefighting & Emergency Support Services Agreement

Date: 09/16/2019

From: Christopher D. Motley, Fire Chief

Staff Recommendation: Staff recommends approving the BASF and City of Freeport: Firefighting & Emergency Support Service Agreement.

Item Summary: The support service agreement is similar to a fire service mutual aid agreement but has been updated to include the responsibility of each parties: scope of services, specialized response, training to industrial complex, annual review of response and preplanning, and reimbursement of expenses.

BASF is committing its support to training department (Freeport Fire & EMS) personnel to respond to its industrial site. BASF in return to the department is providing support services to the department's response area for industrial rescue support to include high-angle and confined space rope rescue.

Background Information: BASF has been discussing with the City management and the department about providing support services to supplement the BASF Freeport Emergency Services Brigade at its Freeport, Texas Sites. Original BASF had a fire protection agreement with Dow Chemical Texas Operations. BASF Freeport site served notice to Dow that BASF was forming their own response group.

Originally, Freeport Fire & EMS Department and Clute Fire Department were both spoken to about providing supplement services. The primary request was looking for a professionally trained department to respond to BASF facilities. To provide non-industrial, interior/structural firefighting which this includes office building, temporary office trailers, warehouses, control rooms. Secondary response will be defensive industrial firefighting support. Emergency Medical Service will be provided to each site. The main plant is currently has EMS services from BASF Response group. This Agreement would provide response to the BASF Ammonia Terminal site and supplement current EMS services.

Special Considerations: None

Financial Impact: No financial impact to City. BASF recognizes the services provided by the Freeport Fire & EMS Department are billable under currently adopted standards and accepts the billing practice. In return, BASF is providing

training in the areas of support services training (I.e.: roper rescue, Haz-Mat). Along with this agreement has no impact on Industrial District Agreements

Board or 3rd Party recommendation: None

Supporting Documentation: BASF Agreement

RESOLUTION NO. 2019-2608

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS AUTHORIZING THE CITY MANAGER TO SIGN AN AGREEMENT WITH BASF TO PROVIDE FIREFIGHTING AND EMERGENCY SUPPORT SERVICES TO BASF.

WHEREAS, the City of Freeport, Texas possesses a unique and highly skilled staff and advanced equipment to provide firefighting and emergency services; and

WHEREAS the City of Freeport, Texas regularly works and cooperates with neighboring cities and industry to provide mutual support and assistance in the area of firefighting and emergency support; and

WHEREAS, entering into a specific firefighting and emergency support services agreement with BASF relating to their neighboring industrial facility is mutually beneficial to BASF, the City of Freeport and the citizens of Freeport; and

WHEREAS, the specific "Firefighting and Emergency Support Services Agreement" attached to this resolution, and incorporated herein, has been reviewed by the City Council and the terms of which are approved.

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

The Mayor and/or the City Manager are hereby authorized execute the attached "Firefighting and Emergency Support Services Agreement" with BASF, and take all actions to comply with the terms contained therein.

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

Troy T. Brimage, Mayor
City of Freeport, Texas

ATTEST:

APPROVED AS TO FORM ONLY:

Betty Wells, City Secretary
City of Freeport, Texas

Christopher Duncan, City Attorney
City of Freeport, Texas

**BASF CORPORATION- FREEPORT, TEXAS & THE CITY OF FREEPORT
FIRE DEPARTMENT
FIRE FIGHTING & EMERGENCY SUPPORT SERVICES
TERMS & CONDITIONS**

The City of Freeport Fire Department hereby agrees to provide BASF Corporation ("BASF") with certain firefighting support and emergency Services at its Freeport Texas Sites and in consideration for such Services, BASF agrees to compensate the City of Freeport Fire Department in accordance with the Fee Schedule in Exhibit A. The City of Freeport Fire Department and BASF are referred to herein as a "Party" and collectively as the "Parties."

The following guidelines set forth the proposed terms and conditions for the firefighting and emergency support services between BASF and the City of Freeport Fire Department.

1.0 General/Objective

Upon request from BASF, the City of Freeport Fire Department will provide a professional Emergency Services Program as described below, to supplement the BASF Freeport Emergency Services Brigade at its Freeport, Texas Sites. The Emergency Services to be provided shall be compliant with the standards set by the National Fire Protection Association (NFPA) and the Occupational Safety and Health Administration (OSHA).

1.1 Scope of Services

Term: The Services shall commence on _____ and continue unless terminated by either Party in writing.

Locations:

BASF locations where services may be needed:

1. BASF Freeport Site – 602 Copper Rd, Freeport site
2. BASF Freeport Ammonia Terminal – 2834 FM 1495, Freeport site

The **Emergency Services Program** will include the following:

A. The Freeport Fire Department will provide

- (i) Emergency personnel to staff the Emergency Response Request to:
 - a. Respond to either location above as requested for non-industrial, interior/structural firefighting with mobile equipment owned by Freeport Fire Department. This includes but is not limited to: office buildings, temporary office trailers, warehouses, control rooms, etc.
 - b. Respond as a secondary response to either location above as requested for defensive industrial firefighting support with equipment owned by Freeport Fire Department. This includes but is not limited to: providing secondary water

supply to include using pumpers and fire hose, defensive exposure cooling tactics, etc.

- c. Respond to either location above as requested for Emergency Medical Services (EMS).

If the Freeport Fire Department is requested to respond to either location, BASF will pay a fixed rate per response which will be mutually agreed upon between the parties.

B. In return for the Services outlined in A above, BASF Freeport will provide the following:

- (i) Industrial Rescue Support to Freeport Fire Department as requested. Industrial Rescue Support will include:
 - a. high-angle and confined space rope rescue.

C. Hazardous Materials Emergency Response

- (i) Will be requested on an as needed basis.

D. Emergency Response Team Training

- (i) BASF will offer quarterly training to all Freeport Fire Department personnel. This training is to supplement the city of Freeport Fire Department existing training program, not to replace. It is offered to prepare city of Freeport Fire Department responders for the types of Industrial Emergencies they may be asked to assist with.
- (ii) The training will occur as scheduled through the BASF Freeport Emergency Response Coordinator or designee and are typically offered on a quarterly basis.
- (iii) The training dates will be given to the City of Freeport Fire Department as soon as available (typically in the 4th quarter of the year prior) to allow for timely scheduling of personnel.
- (iv) The quarterly training will include:
 - a. On-site brigade training. Topics to include regular site access, layout and orientation, building tours, access gates, site fire suppression systems, fire water infrastructure; including hydrant locations, automatic suppression systems and portable firefighting equipment.
 - b. BASF coordinated confined space and high-angle rescue classes
 - c. BASF coordinated firefighting classes
 - d. BASF Incident Command System (ICS) classes
- (v) All training will be conducted at a BASF Freeport site or designated training facilities

- (vi) All direct training cost (including meals and travel costs if applicable) will be covered by BASF Freeport
- (vii) Hourly time of Freeport Fire Personnel will be invoiced to and paid by BASF Freeport for their time during training.

1.2 Annual Review

- A. There will be a service review of the Emergency Services Program each calendar year. This review will be conducted with the City of Freeport Fire Department Leadership and the BASF Freeport Site Emergency Services Coordinator. The details of this agreement are subject to change each year.

1.3 Other Reimbursement

BASF Freeport will:

- A. Reimburse the City of Freeport Fire Department for the cost of all consumables used during an emergency response to either of BASF Freeport location.
- B. Reimburse the City of Freeport Fire Department for the cost of any equipment that is damaged during an emergency response directly caused by the emergency event.
- C. The Parties agree that the rates for industrial support shall be the rates listed on the attached Fee Schedule. Fees for EMS with transport shall not exceed \$1,800.00 per call and the annual cost for training shall not to exceed \$10,000 per year.

Safety

In performance of the Services on BASF's premises the City of Freeport Fire Department agrees that it shall comply with the applicable safety rules and regulations of the particular location where the Services are to be performed and BASF agrees that said safety rules and regulations shall be made available to the City of Freeport Fire Department before the commencement of performance of any such Services.

Indemnity

To the extent of its negligence or legal fault, the City of Freeport Fire Department shall be responsible for and shall indemnify, defend and hold harmless BASF from and against any and all claims related to any injury arising out of or in any way occurring directly or indirectly in connection with the training or Services being provided at the BASF locations or facilities covered under this Agreement.

To the extent of its negligence or legal fault, BASF shall be responsible for and shall indemnify, defend and hold harmless the City of Freeport Fire Department from and against any and all claims related to any injury arising out of or in any way occurring directly or indirectly in connection with the training or Services being provided by BASF covered under this Agreement.

The Parties agree that they have voluntarily entered into this Agreement and that the Terms and Conditions of this Firefighting and Emergency Support Services are separate and independent, and do not violate the existing Terms and Conditions of the Industrial District Agreement between the Parties.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Agreement.

CITY OF FREEPORT FIRE DEPARTMENT

BASF CORPORATION

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



City Council Agenda Item # 11

Title: Consideration of a Resolution approving and adopting a budget for the Freeport Economic Development Corporation for FY2019-2020

Date: September 16, 2019

From: Stephanie Russell, ACM/Finance Director & Courtland Holman, FEDC Exec. Director

Staff Recommendation:

Staff recommends approval of the Resolution.

Item Summary:

The FY2019-2020 proposed budget for the Freeport Economic Development Corporation includes the following changes from the prior year:

Revenue

The City has experienced a 5.2% annual increase in Sales Tax over the last 10 years, therefore; staff has included a conservative 4% increase over actuals for the upcoming year.

Salaries and Benefits

- The City provided a one-time lump sum payment in FY2017-2018 but did not include salary increases in FY 2018-2019. Therefore; in order for the City to remain competitive, a 3.5% increase has been included under Salaries as a placeholder.
- The City solicited proposals for Group Medical Insurance for the first time in many years. As a result, the City will experience an overall decrease in the cost of Group Insurance due to significantly lower medical insurance premiums. Part of these savings are proposed to be used for the addition of employee dental, vision, and 20% towards dependent medical insurance in FY2019-2020. These benefits will increase the competitiveness of the City's compensation package during future recruitment and ongoing retention.
- The City's contribution to the Texas Municipal Retirement System (TMRS) has been increased due to an increase in rates starting January 1, 2020.

Professional Services

Several planning tools have been included under Professional Services: Retail Demographic Data (\$50k), development of a TIRZ (\$75k), development of a Downtown Revitalization Plan (\$80k), Parks Master Plan (\$45k), Annexation Plan (\$30k) and Grocery market study (\$9k).

Advertising

Funding has been included for the following publications: Cornett Publishing - Expansion Solutions, Due North Media - Trade & Industry, FDI Alliance, Conway Data - Texas Wide Open, GHP Economic Guide, and the Business Xpansion Journal.

Other Services

In addition to \$10k for unanticipated services, Other Services includes production of an Economic Development Video (12k), Web Site Development and annual contract (12k) and the annual contract for GIS Zoom Prospector (9k).

Special Projects

Funding for a downtown Business Improvement Grant (BIG) Program (\$67,500) has been added under Special Projects.

Debt Service

- A placeholder has been included for refinancing the loan with the First State Bank of Clute.
- The City loaned the EDC \$50,000 for the last payment towards the Southside Bank Loan. This is proposed to be paid back in full in FY2019-2020.

Background Information:

Section 501.073 of Texas Local Government Code requires the corporation's authorizing unit approve all programs and expenditures of a corporation.

Special Considerations:

A new budget for the Freeport Economic Development Corporation must be approved by Council prior to October 1st or the existing budget will remain in place.

Financial Impact:

Overall, proposed revenue less expenditures are \$30,037 leaving an ending fund balance of \$712,307. Additionally, the staff proposes a 25% reserve leaving \$419,786 in unassigned fund balance.

FEDC	Current Budget	Proposed
Beginning Fund Balance	214,071	682,270
Revenue	1,003,520	1,200,120
Expenditures	966,880	1,170,083
Revenue Less Expenditures	36,640	30,037
Ending Fund Balance	250,711	712,307

Board or 3rd Party recommendation:

The FEDC Board recommends approval of the resolution.

Supporting Documentation:

Resolution

RESOLUTION NO. 2019-2609

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE FREEPORT ECONOMIC DEVELOPMENT CORPORATION FOR FISCAL YEAR 2019-2020; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH FISCAL YEAR AS REFLECTED IN SAID BUDGET; PROVIDING FOR THE INCORPORATION OF PREAMBLE; MAKING CERTAIN FINDINGS AND CONTAINING CERTAIN PROVISIONS RELATING TO THE SUBJECT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, after notice required by law, on the 10th day of September 2019, the Freeport Economic Development Corporation Board proposed and adopted a budget for expenditures for the Freeport Economic Development Corporation for the 2019-2020 Fiscal Year; and

WHEREAS, Section 501.073 of Texas Local Government Code requires the corporation's authorizing unit approve all programs and expenditures of a corporation; and

WHEREAS, the City Council has considered the proposed budget and has made such changes therein as in the City Council's judgment were warranted by law and were in the best interest of the citizens and taxpayers of the City; and

WHEREAS, the City Council now finds that the proposed and adopted budget for the Freeport Economic Development Corporation for Fiscal Year 2019-2020 should be approved and adopted.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Freeport, Texas:

Section 1. The facts and recitations set forth in the preamble of this Resolution are hereby found to be true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The annual budget for the Freeport Economic Development Corporation for the Fiscal Year 2019-2020 (attached hereto as Exhibit "A" and incorporated herein by reference the same as if set forth verbatim), including adjustments, is hereby approved and adopted. The City Secretary is hereby directed to place on said budget an endorsement to be signed by the City Secretary, which shall read as follows: "The Original Budget of the Freeport Economic Development Corporation for the Fiscal Year 2019-2020." Such budget as thus endorsed shall be kept on file in the office of the City Secretary as a public record.

Section 3. The necessity for making and approving a budget for the fiscal year, as

required by the laws of the State of Texas, requires that this resolution shall take effect immediately from and after its passage, as the law in such case provides.

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

Troy Brimage, Mayor
City of Freeport, Texas

ATTEST:

Betty Wells, City Secretary
City of Freeport, Texas

APPROVED AS TO FORM ONLY:

Chris Duncan, City Attorney
City of Freeport, Texas

Exhibit "A"
Freeport Economic Development Corporation FY2019-2020 Budget

	FY16-17 Actual Budget	FY17-18 Actual Budget	FY18-19 Estimate	FY18-19 Current Budget	FY19-20 Proposed Budget	Increase/ (Decrease)
REVENUE						
Sales Tax	1,084,549	1,072,577	1,170,000	1,000,000	1,200,000	200,000
Interest Income	20	-	20	20	120	100
Sale of Property	3,943	-	3,500	3,500	-	(3,500)
Miscellaneous	1,190	(4,476)	2,500	-	-	-
TOTAL REVENUE	1,089,702	1,068,101	1,176,020	1,003,520	1,200,120	196,600
EXPENDITURES						
Salaries and Benefits						
Salaries	52,102	51,178	71,391	71,391	93,150	21,759
Education Pay	-	-	1,154	1,154	1,500	346
Longevity	(173)	192	210	210	68	(142)
Cell Phone Allowance	-	-	300	300	600	300
Auto Allowance	50	-	-	-	3,600	3,600
FICA & Medicare	3,889	4,179	5,461	5,461	7,500	2,039
Group Insurance	8,168	17,449	8,869	8,869	9,800	931
TMRS	5,674	8,213	10,273	10,273	14,000	3,727
Workmen's Comp	-	-	159	159	270	111
Unemployment	-	-	-	-	120	120
Subtotal Salaries and Benefits	69,710	81,211	97,817	97,817	130,608	32,791
Supplies						
Office- Computer Supplies	1,327	2,811	2,500	2,500	2,000	(500)
Postage-Shipping	11	50	200	200	200	-
Books, Publications, Subscriptions	610	-	3,000	3,000	3,000	-
Printing & reproduction	107	505	-	-	500	500
Furniture and Fixtures	416	-	5,000	5,000	1,000	(4,000)
Other Supplies	18,865	-	300	300	800	500
Subtotal Supplies	21,336	3,366	11,000	11,000	7,500	(3,500)
Services						
Water	1,061	-	300	300	300	-
Professional Services NOS	25,626	13,350	75,000	75,000	297,000	222,000
Bank Services	-	300	100	-	100	100
Professional Services, Auditor	-	-	4,000	4,000	4,000	-
Professional Services, Legal	29,006	26,639	35,000	35,000	30,000	(5,000)
Advertising	9,228	-	60,000	60,000	65,000	5,000
Marketing	3,104	6,443	20,000	20,000	20,000	-
Special Projects	9,690	-	50,000	309,159	267,500	(41,659)
Electricity	2,236	1,027	2,000	2,000	2,000	-
Other Services	5,132	47,969	6,500	6,500	43,075	36,575
Subtotal Services	85,083	95,728	252,900	511,959	728,975	217,016
Miscellaneous						
Seminars, Dues, Travel	2,025	610	27,000	27,000	27,000	-
Auto Reimbursement	-	-	6,000	6,000	-	(6,000)
Insurance, property	192	-	-	-	-	-
Telephone	-	-	-	-	-	-
Other Sundry	976	18,710	500	500	1,000	500
Subtotal Miscellaneous	3,193	19,320	33,500	33,500	28,000	(5,500)
Debt Service						
Principal	525,000	525,000	-	-	-	-
First State Bank of Clute	358,351	358,106	128,849	128,849	160,000	31,151
Southside Bank	-	-	149,000	149,000	-	(149,000)
Interest Expense	31,500	15,750	-	-	-	-
First State Bank of Clute	-	-	29,959	29,959	65,000	35,041
Southside Bank	-	-	4,796	4,796	-	(4,796)
Due to City	-	-	-	-	50,000	-
Subtotal Debt Service	914,851	898,856	312,604	312,604	275,000	(87,604)
Capital Outlay						
Land Acquisition	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Subtotal Capital Outlay	-	-	-	-	-	-
TOTAL EXPENDITURES	1,094,173	1,098,481	707,821	966,880	1,170,083	153,203
NET REVENUE LESS EXPENDITURE:	(4,471)	(30,380)	468,199	36,640	30,037	43,397
BEGINNING FUND BALANCE	248,922	244,451	214,071	214,071	682,270	
ENDING FUND BALANCE	244,451	214,071	682,270	250,711	712,307	
25% Operating Reserve	273,543	274,620	176,955	241,720	292,521	
Unassigned Fund Balance	(29,092)	(60,549)	505,315	8,991	419,786	



City Council Agenda Item # 12

Title: Consideration and possible action on Change order #4 to the Contract with Sorrell Construction for the 2019 Concrete Street repair project.

Date: September 16, 2019

From: David Hoelewyn, Director of Streets and Drainage

Staff Recommendation:

Staff recommends approval of the Change order.

Item Summary:

At the March 18 Council meeting Council approved a \$993,000 contract with Sorrell Construction for the 2019 Concrete street reconstruction project. Included on the list of streets to be reconstructed were parts of Victoria Street, Yaupon Street, Skinner Street, Pecan Street, and Yellowstone & North Avenue

Change order #1 were approved by Council on April 15, 2019. The cost of Change order #1 was \$35,770.00.

Change order #3 was approved by Council on July 1, 2019 for repairs to 3 deteriorating catch basins. The total cost of the Change order #3 is \$9,000.00

Change order # 4 is for the transitions from asphalt to new concrete street on Pecan and Yaupon At a cost of \$13,600 per transition. Total cost of Change order #4 is \$27,200.00.

Background Information:

Both transitions were placed on top of existing concrete street due to a difference of 10+ inches in elevation. The new transitions will be constructed on the end of the asphalt street, instead of on the new concrete street. Having Sorrell Construction construct the replacement is recommended from both a scheduling standpoint and also so that there is only one party to hold accountable if there are any issues down the road.

When the project was awarded the transitions were not included.

Financial Impact: The total cost of change orders number 4 is \$27,200.00

Board or 3rd Party recommendation: None

Supporting Documentation: Change order quote from Sorrel construction

CHANGE ORDER # 4

Contract Title: Concrete Street Replacement

Contract # _____

THIS AGREEMENT MADE, entered into and executed by and between the CITY OF FREEPORT, a body corporate and politic under the laws of the State of Texas, hereinafter called "CITY", and:

Contractor Name

has been changed as follows:

Description	Amount	Days
Transitions from asphalt to new concrete on Pecan and Yaupon at cost of \$13,600 per transition.	\$ 27,200.00	N/A
Total Changes \$ 27,200.00 0		

Change in Contract Price:	
Original Contract Price:	\$ 993,196.00
Change Order #1	\$ 32,230.00
Change Order #2	\$ 46,459.00
Change Order #3	\$ 9,000.00
Change Order #4	\$ 27,200.00
Net Change from this CO:	\$ 114,889.00
Net Change of Prior COs:	
Contract Prior	\$ 993,196.00
Contract Price	\$ 1,108,085.00
Percentage of Original Contract:	11.6%

Change in Contract Time:	
Original Number of Days:	
Original End Date:	
Net change from prior change orders:	
Number of Days prior to this Change Order:	
Net change of this Change Order:	
Number of Days with all COs:	
New End Date:	

Council Action Required

Date of Council Meeting: 09/16/2019

PURCHASE ORDER

Please amend the PO by adding or deducting the following amounts to/from the funding sources listed here:

Project Number	Account Number	Amount
		\$ -
		\$ -

CITY OF FREEPORT

Submitted by: David Hoelewyn Date _____
 Street Department

Approved by: Tim Kelty Date _____
 City Manager

CONTRACTOR

Sorrell Construction/Equipment/Materials

Signature _____

Company Name _____

Printed Name/Title _____

Date _____



September 6, 2019

City of Freeport Street Department
200 West 2nd. Street
Freeport Texas 77541

Attention: David – Street Director

Subject: City of Freeport – asphalt transitions for Pecan and Yaupon to new concrete pavement

Sorrell has been requested to construct asphalt transitions for Pecan and Yaupon streets.

Scope: Quantities are for one street

1. Remove asphalt to existing base full width of street back 30' from edge of new concrete 3-4 loads
2. Remove existing flex base 3-4 loads
3. Excavate as needed to subgrade - 2 loads
4. Spread bagged lime to control ground moisture - 50 bags
5. Install 8" cement stabilized base – 50 tons
6. Install 2" of asphalt. – 15 tons

Please issue the change order to cover asphalt transitions on Pecan Street and Yaupon

Sorrell's quote for each removal and replacement is \$13,600.00. the change order will be for \$27,200.00

Respectfully,

Sorrell Construction Equipment & Materials, LLC

Don Barrett

Don Barrett, Chief Estimator and Senior Project Manager
Cell, 979-299-8668, office 979-233-6655, email don@sorrelltx.com



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 Gilchrist
Patrol Division Commander

To: Mayor and Council

During the Month of August, my officers responded to 2655 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 swore in a new officer, Lorena Huerta. Lorena was serving as ACO and passed the TCOLE licensing exam and was sworn in as a patrol officer.

Community Events:

Participated in a backpack drive and school supplies drive.

Participated in the annual Freeport city employees picnic.

We participated in a local Jeep Rally supporting cancer awareness.



To Protect, Serve, Model Integrity and Demonstrate Professionalism

Employee of the Month:

In the month of August, Officer Daniel Reyna conducted numerous traffic stops that led to narcotics arrests. Officer Reyna's proactive police work earned him August employee of the month.

Open Positions:

We currently have (1) School Crossing Guard positions open.

Sincerely,

A handwritten signature in black ink, appearing to be 'R. Garivey', with a stylized flourish at the end.

Chief Raymond Garivey

Freeport Police Department

(979) 415-4187

August 2019

IT Department/Special Projects Coordinator

City Secretary/City Secretary Training

Open Records – 9 requests

GIS – Ave P Ownership Map

– 911 Location Mapping/Addressing

Internal Network/Email/Incode/Phone setup – 4 users

Incode Offsite Setup – 10 Users

Pictometry – setup new/delete old accounts

Deed/Lien Research



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: September 11, 2019

Re: August 2019

Response alarms: August: Fire – 12
EMS: - 212
Total: 192

Significant Events: Increase of high heat index weather related responses.
Increase in motor vehicle accidents.
Increase of fire alarm responses.
Air Ambulance transport: 2
Request mutual aid into the city to cover EMS response: 4
Two EMS units working calls at the same time: 39
Three working EMS alarms: 2
Four working EMS alarms: 1

Equipment/Instructure: Ambulance and Fire Engines have performed well without any vehicle out of service. Work was performed on the Special Response Trailer (SORT) in preparation of traveling to the fire field. The SORT trailer has the department's mobile breathing air compressor which is used to provide on scene service to refill SCBA breathing air bottles. Engine 901 is in service but is pending service to repair a leaking water tank under manufactory lifetime warranty. Updating building infrastructure for internet connectivity for the Emergency Office Center. Fire Station #1, main air conditioner in the EOC/training room has been repaired. Cost \$2,000.00.

Emergency Management: Processing Hurricane Harvey reimbursement for response and recovery expenses with FEMA. CDBG-DR grant has been completed and submit to General Land Office by Grant Works.

Personnel: Fire Marshal vacancy: Application under review.

Public Relations:

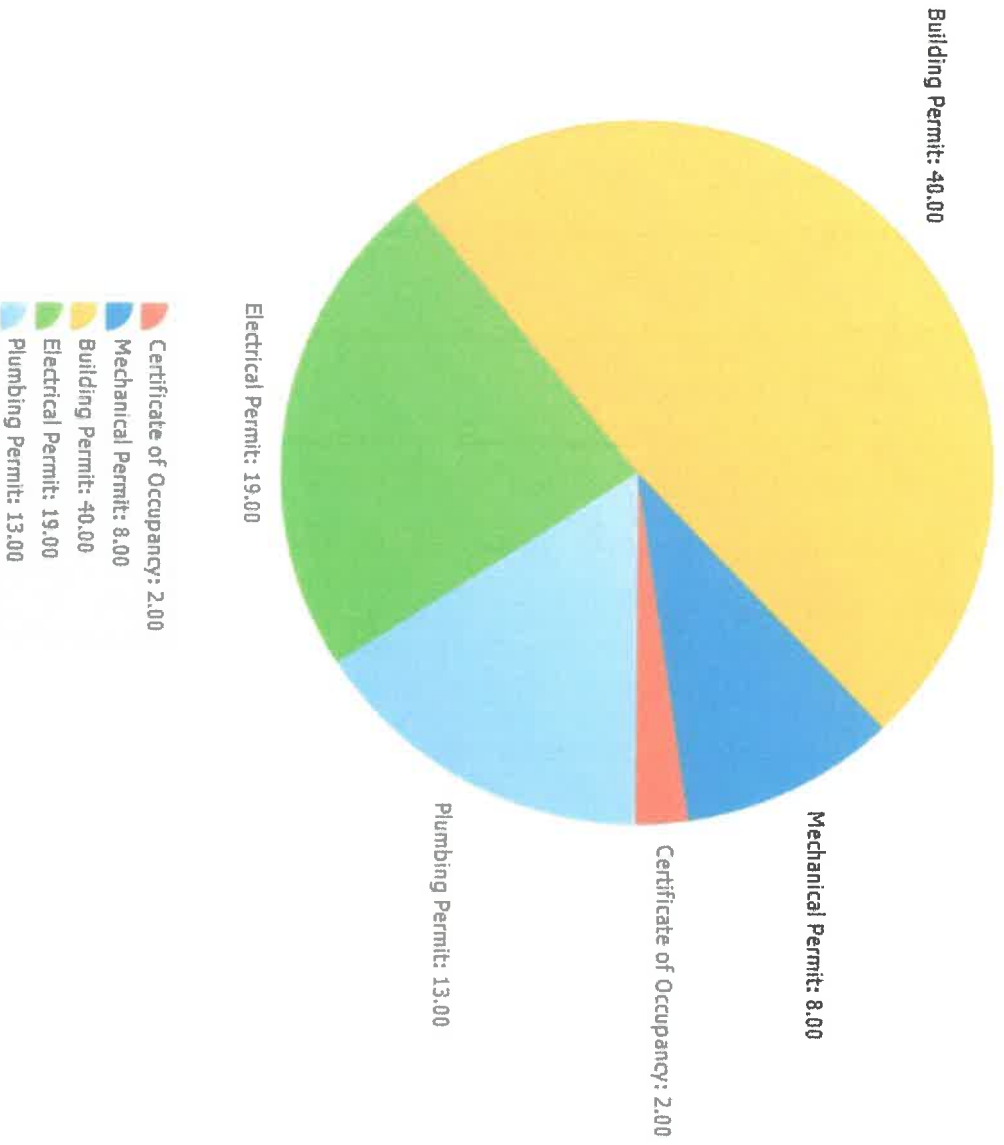
Beach Patrol: Bryan Beach and Brazos River for situational awareness of the beach front access and public awareness water hazards.

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

Building Permits Issued - Prev Month

Run Date: 09/02/2019 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
8/1/2019	42000939000	707 W 4TH ST	JEFF GIROUARD	ENTIRE RE-ROOF	Building	\$2,000.00
8/2/2019	81250020000	1306 W 10TH ST	PATRICK HOLLIS	6' MAX HEIGHT FOR TAHOE SLIP FENCE, 6' PICKETS WITH 6" ROT BOARD FOR SIDES AND REAR FENCING. FRONT FACE OF FENCE CAN NOT BE FORWARD OF THE TWO DWELLING UNITS TO THE EAST AND WEST OF THE PERMITTED PROPERTY	Building	\$1,500.00
8/2/2019	81103867000	1617 N AVE Q	CYNTHIA HUSBAND	TOTAL REMODEL	Building	\$30,000.00
8/2/2019	42000637000	415 W BROAD ST	PHYLLIS SUAREZ	CEMENT WALK REPLACEMENT	Building	\$300.00
8/5/2019	42012005000	1402 W 11TH ST	JUAN GUEVARA	POUR DRIVEWAY	Building	\$2,000.00
8/5/2019	93274530000	301 BRAZOSPORT BLVD	PATRICK THORNTON	REMOVE EXISTING WESTERN UNION CABINET AND INSTALL NEW 7' X 7' ROUND WESTERN UNION CABINET	Building	\$5,000.00
8/5/2019	81101255000	116 N AVE B	GUTIERREZ REMODELING	FOUNDATION REPAIR PER ENGINEER GREG A. BROOKS #114197	Building	\$1,200.00
8/5/2019	42000983000	810 W BROAD ST	MANUEL GONZALEZ	PUT UP 6' 6" PRIVACY FENCE	Building	\$3,000.00
8/5/2019	42000982114	806 W BROAD ST	MANUEL GONZALEZ	PUT UP 6' 6" FENCE AROUND PROPERTY	Building	\$3,000.00
8/7/2019	42000790000	614 W 1ST ST (TEST PAGE)	BRAZOSPORT ROOFING	ENTIRE RE-ROOF	Plumbing	\$30,000.00
8/9/2019	42000966110	711 W 2ND ST	CONNIE KINNEY	REMODEL BATHROOM	Building	\$2,000.00
8/12/2019	42000528000	222 W 8TH ST	CARLOS AGUILAR	ALTERATIONS REPLACE 6 WINDOWS	Building	\$4,500.00
8/12/2019	87000140030	116 S GULF BLVD (ANTENNAS)	CROWN CASTLE	ALL ANTENNAS AT THIS SITE TO BE REPLACED EXCEPT FOR 3. 6 NEW ANTENNAS, 1 INTEGRATED COVP AND 2 AHFIB RADIOS TO BE ADDED HERE. 3 RADIOS, 1 COVP AND 1 HIGH CAP CABLE TO BE REMOVED AT THIS SITE. NEW MOUNT TO BE INSTALLED HERE VFA10-HID	Building	\$11,500.00

Building Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
8/13/2019	20900090000	1887 ACACIA CIR	GUILTERMO OLVERA	ALTERATIONS 12 WINDOWS AND SIDING	Building	\$2,500.00
8/13/2019	77500077000	914 W 10TH ST	VEGA ROOFING	ENTIRE RE-ROOF	Building	\$3,000.00
8/15/2019		1315 W 4TH	FRANCISCO RIOS	POUR 40' X 50' CONCRETE PAD, NOT TO GO PASSED CULVERT WITH THE OR OVER CULVERT	Building	\$2,000.00
8/19/2019	42001160000	1014 W 4TH ST	GUTIERREZ REMODELING	FOUNDATION REPAIR PER ENGINEER GREG A BROOKS # 114197	Building	\$4,000.00
8/19/2019	81250041000	1109 -1113 W 10TH ST	ROY MARLIN	REMODEL AND ROOM ADDITON	Building	\$68,000.00
8/19/2019	42001690000	1606 W 6TH ST	JAIIME CHAVEZ	REPLACE DOORS, WINDOWS AND CLOSE IN GARAGE	Building	\$1,500.00
8/19/2019	81102983110	1100 N BRAZOSPORT BLVD	AMERICAN EAGLE WORKS	TOTAL REMODEL/ INTERIOR RE-ROOFING STORAGE SHED	Building	\$60,000.00
8/19/2019		320 VELASCO	LORENZO GOMEZ		Building	\$3,500.00
8/23/2019	81103534000	1515 N AVE S	MARIO DEL AGUILA	BUILD 12 X 40 CARPORT NOT ATTACHED TO THE HOUSE MUST BE OPEN ON ALL 4 SIDES AND SECURED PER WIND STORM REQUIREMENTS AND ALSO MUST MEET ALL SET BACK REQUIREMENTS.	Building	\$1,000.00
8/23/2019	81102885000	1124 N AVE M	AEB LLC	RESIDENTIAL BUILDING NEW 2 STORY	Building	\$220,000.00
8/23/2019	81102887000	1120 N AVE M	AEB LLC	RESIDENTIAL NEW HOME, 2 STORY	Building	\$220,000.00
8/23/2019	81102887000	1116 N AVE M	AEB LLC	NEW RESIDENTIAL HOME, 2 STORY	Building	\$220,000.00
8/23/2019	81102887000	1112 N AVE M	AEB LLC	NEW RESIDENTIAL HOME, 2 STORY	Building	\$220,000.00
8/26/2019	42001642000	1530 W 5TH ST	GREEN LIGHT SOLAR	ROOF MOUNT SOLAR PANEL INSTALLATION	Building	\$37,200.00
8/26/2019	81102631000	924 N AVE C	D SQUARE	FOUNDATION REPAIR PER ENGINEER TERRY V. HUDKINS # 55526	Building	\$12,900.00



Building Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
8/26/2019	42012006000	1403 W 10TH ST	HECTOR ZEPEDA	POUR DRIVEWAY AND SIDEWALK	Building	\$2,800.00
8/27/2019	81102310000	808 N AVE C	YESENIA SUAREZ	REMODEL	Building	\$20,000.00
8/27/2019	81101555000	304 N GULF BLVD	SUPERIOR FENCE	REPLACE 480 FT. OF 8 FT. GALV. COMMERCIAL CHAIN LINK FENCE AT NORTHEAST CORNER OF PROPERTY	Building	\$13,440.00
8/27/2019	81103226115	1301 N AVE M	JASON SMITH	INSTALLING 6' WOODEN FENCE WITH ROT BOARD MUST MEET ALL PROPERTY SET BACKS	Building	\$2,000.00
8/27/2019	42001267000	1102 W 6TH ST	CRYSTAL CASIQUE	1. ALTERATION/ADDITION REMOVE 2 WINDOWS AND ADD 2 BAY WINDOWS AT FRONT, ADD 6'X8' PORCH AT FRONT 2.R&R SIDING WITH HARDI PLANK AND BORAL STONE. R&R 1 DOOR AT FRONT, R&R 8 WINDOWS 1 FRONT, 4 LEFT, 2 REAR, 1 RIGHT 3. REPAIR 15 RAFTERS DUE TO FIRE, 11 AT LEFT HIP AND 4 AT REAR HIP,R&R ROOF DIAPHRAGM AT REAR LEFT 4. DET. GARAGE R&R ALL SIDING WITH HARDI PLANK	Building	\$8,000.00
8/28/2019	77500086000	1026 W 10TH ST	JESUS HINILOSA	DRIVEWAY CONCRETE PAD APPROVED FOR ADDITION	Building	\$1,050.00
8/28/2019	81102653000	901 N AVE B	VIRGINIA WOOD	PUT UP 6" WOOD FENCE WITH ROT BOARDS, MUST STAY WITHIN PROPERTY SETBACKS	Building	\$2,600.00
8/28/2019	20670022000	126 BRAZOS LANDING CT	JAVIER CARO	POUR TWO CONCRETE PADS	Building	\$800.00
8/28/2019	42001095000	931 W 5TH ST	JUAREZ HOUSE LEVEL	FOUNDATION REPAIR PER ENGINEER GREG A BROOKS #114197	Building	\$5,500.00
8/29/2019	81100991000	18 N AVE C	CARBALAL REMODELING	ENTIRE RE-ROOF HOUSE ONLY	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
8/29/2019	42001013000	818 W 5TH ST	PRISMA EXPRESS LLC	NEW RESIDENTIAL HOUSE CONSISTING OF 3 BEDROOMS, 2 BATHS, LIVING,KITCHEN, DINNING ROOM AND A 2 CAR GARAGE	Building	\$90,000.00
8/30/2019	81103142001	1206 N AVE R	LARRY BASS	NEW HOME CONSTRUCTION CONSISTING OF 3 BEDROOMS, 2 BATHS, KITCHEN, DINNING/FAMILY ROOM AND A 2 CAR GARAGE.	Building	\$140,000.00

Certificate of Occupancy

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
8/9/2019	81100849000	110 S AVE F	EXTREME BUILDERS	NEW HOUSE CONSISTING OF 3 BEDROOMS, 2 BATHS, DINNING AREA, LIVING ROOM AND A 1 CAR GARAGE		
8/15/2019	42000982114	810 W BROAD ST	MANUEL GONZALEZ	NEW HOUSE BUILD CONSISTING OF 3 BEDROOMS 2 BATHS, KITCHEN/DINNING AND A 2 CAR GARAGE		

Electrical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
8/2/2019	77500097000	915 W 10TH ST	J RODRIGUEZ EL	ELECTRICAL WORK FOR SIGN		
8/5/2019	93274530000	301 BRAZOSPORT BLVD	COAST 2 COAST	Rewiring Residential 719 W 9th st		\$0.00
8/6/2019		719 W. 9th St	Henry Ramirez Sr.			
8/7/2019	20900063000	1813 W 8	A-ARC ELE			
8/7/2019	42001065000	803 W 8TH ST	PENNEY'S ELE			



Electrical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
8/13/2019	77500097000	915 W 10TH ST (TEMP POLE)	SHARK ELE	TEMP POLE		
8/13/2019	77500097000	915 W 10TH ST	SHARK ELE			
8/15/2019	81104160000	1804 N AVE M	ZUNIGAS ELECTRIC	temp pole		
8/15/2019	81102998000	805 N BRAZOSPORT BLVD	TES TOTAL ELE			
8/16/2019		1214 W. Broad St	Elizabeth McKinney	New Panel		
8/16/2019	81102332111	800 N AVE F	PENNEY'S ELECTRIC			
8/19/2019	81102983110	1100 N BRAZOSPORT BLVD	ECONOMIC ELE SOLUTIONS			
8/20/2019	42011984000	1618 W 11TH ST	TES TOTAL ELE			
8/20/2019	81250041000	1109 -1113 W 10TH ST (TEMP POLE)	MAD MAX ELECTRIC	TEMP POLE		
8/20/2019	81250041000	1109 W 10TH ST	MAD MAX ELECTRIC			
8/20/2019	81250041000	1113 W 10TH ST	MAD MAX ELECTRIC			
8/20/2019	42000966110	711 W 2ND ST	MICHAEL RICHMOND	ROUGH IN		
8/26/2019	42001642000	1530 W 5TH ST	GREEN LIGHT SOLAR			
8/28/2019		404 N. Ave A	MAD MAX ELE	Wiring House and service amp connection		

Mechanical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
8/2/2019	77500038000	719 W 9TH ST	SIGNATURE A/C	SYSTEM REPLACEMENT		\$6,800.00
8/8/2019	81102332111	800 N AVE F	PAUL MARQUEZ COMFORT AIR	INSTALLING 2 GAS UNITS INTO EXISTING DUCT WORK		\$50,000.00
8/9/2019		214 SKINNER	COLLEY REFRIG	REPLACE HVAC SYSTEM		\$6,500.00
8/13/2019	81101578000	316 N AVE C	SPACE AIRE	NEW A/C INSTALLATION 4 TON		\$7,800.00
8/13/2019	81101610000	404 N AVE A	SPACE AIRE	INSTALL NEW A/C SYSTEM 2.5 TON COMPLETE DUCTS		\$5,700.00
8/19/2019	81250041000	1109 -1113 10TH ST W	S.L. LINDER AC/HEAT	INSTALL 2 HVAC UNITS		\$10,000.00
8/23/2019	81102983110	1100 N BRAZOSPORT BLVD	JM AC INSTALLER	INSTALL HVAC SYSTEM		\$12,000.00
8/27/2019	77500097000	915 W 10TH ST	AGUILA A/C	INSTALL 3.5 TON A/C AND HEATER (SPLIT SYSTEM)		\$6,000.00



Mechanical Permit

Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
-------------	----------------	-----------	------------------	----------------------	--------------------------	-------------

Plumbing Permit

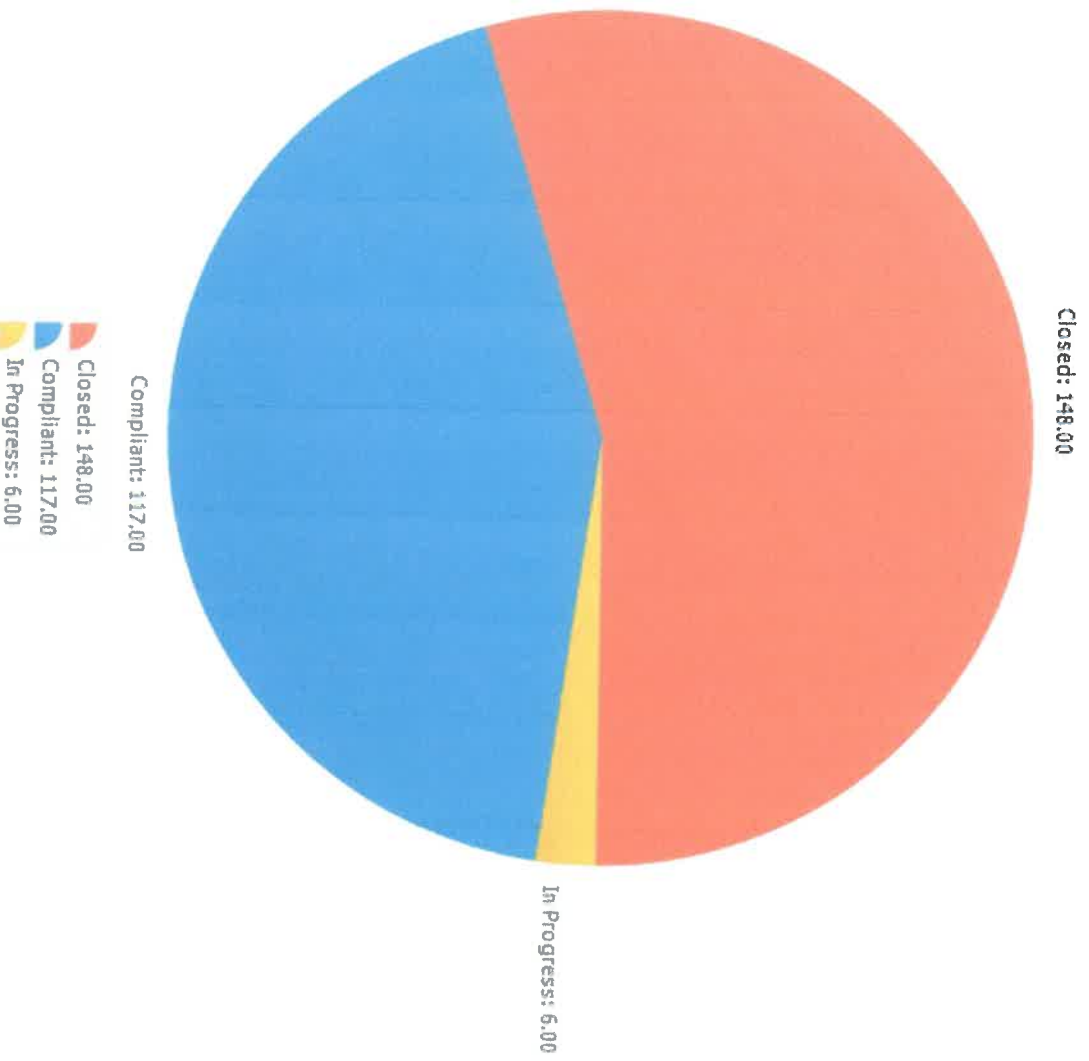
Create Date	Account Number	Address 1	P_Applicant Name	P_Description of Job	P_Types of Permit Needed	P_Valuation
8/16/2019	81101292000	218 N AVE B	FERNANDO DEALBA	GAS TEST		
8/16/2019	81101839000	620 N AVE B	BROWN PLUMBING	GAS TEST		
8/16/2019	42000726000	519 W 4TH ST	LUYCX PLUMBING	GAS TEST		
8/16/2019	42000579110	303 W 1ST ST	Brazosport Plumbing	Gas Test		
8/20/2019	42150003000	1922 W 4TH ST	MCKEEVER PLUMBING	RE-PIPE WATER LINE FOR BACKFLOW		
8/21/2019	42011947000	1427 W 9TH ST	LAMONT PL	GAS TEST		
8/23/2019	81250041000	1109 W 10TH ST	ACCURATE PLUMBING			
8/23/2019	81250041000	1113 W 10TH ST	ACCURATE PLUMBING			
8/26/2019	77500097000	915 W 10TH ST	BEST FRIEND PL			
8/26/2019	42000685000	507 W 7TH ST	CLEMENTS PLUMBING			
8/27/2019	81103643000	1618 N AVE J	LUYCX PLUMBING			
8/28/2019	81104211000	2302 YELLOWSTONE ST	BRAZOSPORT PLUMBING	GAS TEST		
8/30/2019	81100060000	23 S GULF BLVD	BRAZOSPORT PLUMBING	GAS TEST		



Code Enforcement Cases - March to May 2017

Run Date: 09/01/2019 8:00 AM

Code Enforcement Cases



Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Steve Upton	3/17/2017	V007770-031717	Compliant	200 SWEENEY ST	RAUL JOSE & CLAUDIA RODRIQUEZ	High grass and weeds, some litter and debris, tire discarded.
Steve Upton	3/17/2017	V007771-031717	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, tres stored inside burned structure.
Steve Upton	3/17/2017	V007772-031717	In Progress	200 SWEENEY ST	HERMANDEZ MANUEL & VERONICA	Roof has collapsed on building, several junk vehicles on property, high grass and weeds, litter/debris
Steve Upton	3/21/2017	V007784-032117	Compliant	1915 N AVE H	USA BANK NA % SHRIERA SMITH	High grass litter and debris, open structure
Steve Upton	3/21/2017	V007785-032117	Compliant	1917 N AVE H	WARE JOYCE M	high grass unsecured shed
Steve Upton	3/16/2017	V007759-031617	Compliant	1802 N BRAZOSPORT BOULEVARD	QM MARKETS INC	Stagnate water around scale area. Needs to be removed
Steve Upton	4/3/2017	V007854-040317	Closed	2001 N BRAZOSPORT BLVD-214	CANALES ANGELICA	No Address, unlicensed vehicle, shed not tied down, improper skirting.
Steve Upton	4/3/2017	V007858-040317	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	V007860-040317	Closed	2001 N BRAZOSPORT BLVD-202	CALDERON MAYNOR	skirting, add on not secured possible plumbing
Steve Upton	4/3/2017	V007861-040317	Closed	2001 N BRAZOSPORT BLVD-203	LEWIS GERALDINE % QUINONEZ SENALDA A	skirting, address numbers same color as building
Steve Upton	4/3/2017	V007862-040317	Closed	2001 N BRAZOSPORT BLVD-204	SALINAS OSCAR J	skirting, building needs repair, add on not tied down,
Steve Upton	4/3/2017	V007863-040317	Closed	2001 N BRAZOSPORT BLVD-205	CHAVEZ-TREJO JULIA MAE	skirting, sewer line cracked
Steve Upton	4/3/2017	V007864-040317	Closed	2001 N BRAZOSPORT BLVD-206	NIETO LUIS M & RUTA E % RUBEN NIETO	skirting, junk vehicle, shed needs painting,
Steve Upton	4/3/2017	V007865-040317	Closed	2001 N BRAZOSPORT BLVD-207	DAVILA FRANCISCO & MARIA	skirting, junk vehicle, building add on not secured
Steve Upton	4/3/2017	V007866-040317	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	V007867-040317	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	V007870-040417	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	V007872-040417	Closed	2001 N BRAZOSPORT BLVD-212	MARMOLEJO EFREN	need new address numbers, shed and add on not properly secured
Steve Upton	4/4/2017	V007873-040417	Closed	2001 N BRAZOSPORT BLVD-213	GUZMAN JUAN HERNANDEZ	skirting, add on not tied down, 2 unlicensed motor vehicles
Steve Upton	4/4/2017	V007874-040417	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	V007875-040417	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	V007877-040417	Closed	2001 N BRAZOSPORT BLVD-217	SALINAS OSCAR D	open structure needs to be secure. skirting, open windows, high grass
Steve Upton	4/4/2017	V007880-040417	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	V007892-040517	Closed	2001 N BRAZOSPORT BLVD-221	RASCON MARICELA	two addresses on trailer, one on side correct, different one on the window-needs to be removed, skirting.
Steve Upton	4/5/2017	V007893-040517	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	V007894-040517	Closed	2001 N BRAZOSPORT BLVD-223	MENDOZA EPIMENIO	skirting, electrical wiring violations, shed not tied down
Steve Upton	4/5/2017	V007895-040517	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	V007896-040617	Closed	2001 N BRAZOSPORT BLVD-225	GOMEZ MIGUEL	skirting, add on not tied down, litter and debris
Steve Upton	4/6/2017	V007897-040617	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 CONTRERAS	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 TIE DOWN BUTANE TANK NEEDS REPAIR AND LABELS NEEDS ADDRESS
Steve Upton	4/11/2017	V007927-041117	Closed	2001 BRAZOSPORT BLVD-131	AVALA 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 % JUANA 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 % FRANCISCO 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 % Elisa 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 % ELIDIFONSO 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	V007954-041317	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	V007955-041317	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	V007957-041317	Closed	2001 N BRAZOSPORT BLVD-237	DELA FUENTE PASCUAL % MANUELA GONZALES	SKIRTING ADD ON NOT SECURE (PORCH)
Steve Upton	4/13/2017	V007958-041317	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 % MALLELA 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 ALEJANDRO 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 VOLVAR 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	AGUIAR 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	V007984-041717	Closed	2001 N BRAZOSPORT BLVD-256	ELICERIO ABEL & DELLA	ADDRESS NEEDS REPLACING, SKIRTING, NEEDS PAINTING/CLEANING ADD ON NOT SECURE
Steve Upton	4/17/2017	V007985-041717	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	V007986-041717	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	V007993-041817	Closed	2001 N BRAZOSPORT BLVD-259	MARTINEZ EFRAIN & CARMEN	skirting address block by hedge/shrub add on not secured
Steve Upton	4/18/2017	V007994-041817	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	V007995-041817	Closed	2001 N BRAZOSPORT BLVD-261	ACUNA JORGE	SKIRTING BACK PORCH COLLAPSING NEEDS REPAIR/DEMO ADD ON NOT SECURED
Steve Upton	4/18/2017	V007996-041817	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	V007997-041817	Closed	2001 N BRAZOSPORT BLVD-263	AVALA 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	V007962-041317	Closed	2001 N BRAZOSPORT BLVD-241	URBINA DEBRA	SKIRTING NEEDS PAINTING ADD ON NOT SECURED
Steve Upton	4/13/2017	V007963-041317	Closed	2001 N BRAZOSPORT BLVD-242	BARAJAS YOLANDA BAUTISTA % JOSEFINA ARROYO	SKIRTING
Steve Upton	4/19/2017	V008001-041917	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	V008004-041917	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	V008010-042017	Compliant	1109 N AVE C	COOK & FARFIS PROPERTIES	Refrigerator outside unsecured with doors still attached

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Steve Upton	4/21/2017	V008017-042117	Closed	2001 N BRAZOSPORT BLVD-265	CISNEROS EDUARDO & MARIA % MA GAUDALUPE GUTTEREZ	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	ACUNA 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 ELICERIO	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 TRLR 282	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 % VOLVAR 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 GALLIANO GOMEZ OR FRANSISCO MENDEZ	SKIRTING IMPROPER PLUMBING BUTANE TANK UNDER TRAILER LITTER AND DEBRIS

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Steve Upton	5/2/2017	V008066-050217	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	V008039-042617	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	V008076-050317	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	V008077-050317	Closed	2001 N BRAZOSPORT BLVD TRLR 137	RODRIGUEZ HILDA	NEEDS NEW ADDRESS SKIRTING LITTER AND DEBRIS JUNK VEHICLE/JNLICENSE TAGS (WRECKED) IMPROPER USE OF EXT CORDS
Steve Upton	5/3/2017	V008079-050317	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	V008090-050517	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	V008119-051017	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	V008127-051117	Compliant	823 N BRAZOSPORT BOULEVARD	MCINTYRE WILLIAM B & DANA	REFRIGERATOR OUTSIDE OF BUILDING NOT SECURED.
Steve Upton	5/20/2017	V008163-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 54	PENCER ROBERT	NEEDS NEW ADDRESS, EXPIRED MOTOR VEHICLE TAGS, NEEDS PAINTING, UNSECURED HOME,
Steve Upton	5/20/2017	V008164-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 56	GLUTIERREZ ENRIQUE	TWO ADDRESSES ON RV, RV WITHIN 10 OF BUILDING, RV HAS EXPIRED MV TAGS
Steve Upton	5/20/2017	V008165-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 59	ALEXANDER RACHEL	NO ADDRESS ON RV
Steve Upton	5/20/2017	V008166-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 58	CHOUHDHARY BILAL	NO ADDRESS ON RV
Steve Upton	5/20/2017	V008167-052017	Closed	2001 BRAZOSPORT BOULEVARD SPACE 103	FLORES SALVADOR	NEEDS NEW ADDRESS, REPAIR PLUMBING WITHOUT DUCT TAPE

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
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.

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
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 MARLA 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 702 N	ANTONIO MUNOZ	3 Junk vehicles on property.
Robert Cramer	5/9/2017	V008110-050917	Compliant	BRAZOSPORT BLVD	SOUTHERN DEVELOPMENT OF MISSISSIPPI INC	FACTA 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 MARTAL TRUST	2 Junk Vehicles at 2 Seperate R.V.s
Robert Cramer	5/5/2017	V008092-050517	Compliant	1000 N AVE F	JORDAN MARTAL 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	MADDUX 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 Vehide 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

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
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	JAIMIE 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 SALECIA	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 GAIL ANSLEY	Rotted wood, peeling paint, debris in back yard, Building in bad shape.
Robert Cramer	5/16/2017	V008146-051617	Compliant	209 S GULF BLVD	RIOS AUTO SALES	R.V Hooked up to sewer and water outside of an R.V. park.
Robert Cramer	5/12/2017	V008135-051217	Compliant	14 S AVE D	CORONA CANUTO & MARIA S DEANO	Debris in front yard and driveway
Robert Cramer	5/17/2017	V008152-051717	Compliant	500 Block S GULF BLVD	MERRIGAN	Piles of limbs and debris
Robert Cramer	5/19/2017	V008161-051917	Closed	513 S Ave G	SIDNEY SALECIA	Tall Grass and Weeds
Robert Cramer	5/19/2017	V008162-051917	Compliant	516 S AVE G	DPL INVESTMENTS	Tall Grass and Weeds
Robert Cramer	5/25/2017	V008201-052517	Compliant	609 N AVE G	GIBSON AUBREY M	Junk Vehicle
Robert Cramer	5/30/2017	V008220-053017	In Progress	FRONT ST & GROCE	HUTCHINS JENNIE LORINE %WANDA JONES	Building in a bad state of disrepair
Robert Cramer	5/25/2017	V008206-052517	Compliant	11 N AVE A	LEVARIO OSBALDO & MARIA D RODRIGUEZ	Branches Dumped in alleyway
Robert Cramer	4/11/2017	V007926-041117	Compliant	120 N GULF BLVD	HICKEY DANIEL B	Someone dumped trash in Danny
Robert Cramer	4/19/2017	V007999-041917	Compliant	403 S AVE A	MIKES MACHINE WORKS INC	Trash Metal Dumpster In city right of way.
Robert Cramer	4/13/2017	V007961-041317	Compliant	517 S AVE G	VEOLA BONNER WILLIAMS & JOYCE M ADAMS	Junk Vehicle In driveway
Robert Cramer	4/13/2017	V007953-041317	Compliant	12 S AVE C	SOLIS CHRISPIN	Unsecured Building, Building burned.

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Robert Cramer	4/13/2017	V007949-041317	Compliant	413 S AVE B	DIVAS & 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 APOLINAR & 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 & REY LG MACK	Junk Vehicles in back yard, tall grass
Robert Cramer	4/11/2017	V007924-041117	Compliant	902 N AVE C	MARI AMEZQUITA 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 LIVING 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 REYNALDO	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 LUNDA 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

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Robert Cramer	3/14/2017	V007747-031417	Compliant	1014 N GULF B BLVD	PRINCE HANNIS JOHN JR & EVANGELINE LOIS	TALL GRASS AND WEEDS BEHIND BUILDING
Robert Cramer	3/1/2017	V007685-030117	In Progress	311 N AVE D	RODRIGUEZ ERRAIN & MARLA	Rvs Illegally hooked up, junk and debris throughout yard.
Robert Cramer	3/3/2017	V007696-030317	Compliant	110 N AVE B	VINCENT MARTINEZ VILLEGAS	Junk Vehicles, Aceylene Tanks On Ground, Litter And Debris.
Robert Cramer	3/3/2017	V007697-030317	Compliant	220 N AVE C	ORTEGA SANDRA MARGARITA	Junk Vehicles in Yard
Robert Cramer	3/3/2017	V007703-030317	Compliant	200 FRONT ST	SHADDEN JERRY L & IRENE E	house unsecure, trailer in yard filled with junk, bottom of outside wall has holes in it.
Robert Cramer	3/7/2017	V007706-030717	Compliant	403 N AVE A	ELOY AMANDO FARCIERT	BUILDING BURNED, NEEDS TO BE DEMOLISHED OR REBUILT
Robert Cramer	3/7/2017	V007707-030717	In Progress	904 N AVE B	JIMENEZ MARLA ELVA IRREVOCABLE TRUST	Tall Grass in Alley, Junk vehicle in right of way
Robert Cramer	3/7/2017	V007708-030717	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	V007717-030817	Closed	724 N AVE B	VERRET RICHARD & ELVA JIMENEZ VERRET	Litter and Debris throughout yard.
Iweet Rivas	3/9/2017	V007725-030917	Compliant	1219 W 2ND ST	SAMUEL JR & NATALYA M & ABRAHAM S SALAZAR	Yard overgrown with grass, trash all over yard.
Iweet Rivas	3/9/2017	V007726-030917	Compliant	1207 W 2ND ST	NIETO MOISES R & ELENA E	BRICKS ON SIDEWALK/YARD, REMOVE WITH IN 10 DAYS FROM THIS NOTICE.
Iweet Rivas	3/9/2017	V007727-030917	Compliant	1102 -1114 WEST BROAD	PEREZ DIANE	HIGH GRASS AND WEEDS. CLEAN UP YARD WITHIN 10 DAYS FROM THIS NOTICE.
Iweet Rivas	3/9/2017	V007728-030917	Compliant	1102 W 6TH ST	SCHUSTER VALENTINE ROSS	TALL GRASS/WEEDS
Iweet Rivas	3/3/2017	V007699-030317	Compliant	1728 -1730 W 7TH ST	GARZA DIMAS L & MIRIAM	NEGLECTED PREMISES, TALL GRASS, UNSECURED GARAGE, NO HOUSE NUMBER VISIBLE.
Iweet Rivas	3/1/2017	V007681-030117	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.
Iweet Rivas	3/1/2017	V007682-030117	Compliant	1502 W 5TH ST	WALKER JAMES H & ELISE ESTATE	TALL GRASS AND WEEDS
					MCDONALD LARRY L SR & ROSA C	TALL GRASS, HOUSE NEEDS PAINT AROUND GARAGE MOW WITH IN 10 DAYS FROM THIS NOTICE.

Assigned Staff	Create Date	Reference No	Status	Address 1	Full Name	Summary
Iveet Rivas	3/2/2017	V007688-03021Z	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	V007689-03021Z	Compliant	1431 W 4TH ST	GAMBA 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	V007787-03221Z	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	V007788-03221Z	Compliant	1757 W 4TH ST	ESTRADA PAUL JR	3 JUNK VEHICLES
Iveet Rivas	3/17/2017	V007764-03171Z	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	V007768-03171Z	In Progress	1311 W 6TH ST	RED ANDREW A III & JULIA G RODRIGUEZ	COMPLAINT - TALL GRASS WEEDS, JUNK VEHICLE. PUBLIC NUISANCE.
Iveet Rivas	3/16/2017	V007757-03161Z	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	V007801-03231Z	Compliant	1110 W 4TH ST	PENNYMAC LOAN SERVICES	HIGH GRASS MUST BE MOWED WITHIN 7 DAYS FROM DOOR HANGER.
Iveet Rivas	3/24/2017	V007816-03241Z	Compliant	1739 W 7TH ST	HENDERSON DENNIS-RANEL-LLC	HIGH GRASS
Iveet Rivas	3/24/2017	V007817-03241Z	Compliant	1747 -1749 7TH ST W	DONORE HILL LLC	PAINT, MESSY ALLEY, JV
Iveet Rivas	3/24/2017	V007818-03241Z	Compliant	1723 -1725 7TH ST W	TRAN ANDY THAI JV, HG, LITTER AND DEBRIS	
Iveet Rivas	3/24/2017	V007819-03241Z	Compliant	1410 W 10TH ST	GARCIA ALBERTO	2 REFRIGERATORS, JUNK IN YARD
Iveet Rivas	3/28/2017	V007829-03281Z	Compliant	1732 W 7TH ST	WHITE CAREY D & VIOLA M	
Iveet Rivas	3/29/2017	V007839-03291Z	Compliant	1819 W 11TH ST	REYES JANIE	RV CONNECTED TO SEWER, WATER AND ELECTRICAL INSIDE FENCED YARD. BOAT ON RIGHT OF WAY.
Iveet Rivas	3/29/2017	V007840-03291Z	Compliant	1618 W 6TH ST	JOSE RIVAS	HIGH GRASS - compiled LITTER AND DEBRIS IN ALLEY 5.9.17 SPOKE TO JOSE RIVAS WIFE ON 5.10.17 SHE SAID IT WILL BE CLEANED UP.
Iveet Rivas	3/29/2017	V007841-03291Z	Compliant	1703 -1705 8TH ST W	VARGAS ELIZABETH SANCHEZ	HG, NEGLECTED PREMISES, PAINT.
Iveet Rivas	4/4/2017	V007881-04041Z	Compliant	1422 W 7TH ST	SOLIS GENARO M & MARYJANE NORMA HIGAREDA	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	V007922-04111Z	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 KEITH & 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 MARJA	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	LANINA 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 ODUILA	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
Iveet Rivas	5/9/2017	V008116-050917	Compliant	1631 W 5TH ST	GUTIERREZ MAYRA	JV, LITTER AND DEBRIS IN BACK YARD
Devaughn Price	5/12/2017	V008129-051217	Compliant	727 W 6TH ST	NEUERBURG JOYCE A	Working on front side of house with no building permit.
Devaughn Price	5/5/2017	V008093-050517	Compliant	226 W 8TH ST	GONZALEZ MANUEL A	Junk vehicle needs to be removed and front.
Devaughn Price	5/5/2017	V008094-050517	Closed	415 W 7TH ST	VERGARA JUAN JOSE & ROMELIA GOMEZ DURAN	Put drive way in with no permit,cover needs to be put in at right grade.
Devaughn Price	5/5/2017	V008097-050517	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	V008191-052417	Compliant	507 E 2ND	IBARRA RAMON N & MARIA	Front yard has a pile of junk ,and several junk vehicles.
Devaughn Price	4/26/2017	V008038-042617	Closed	1026 W 8TH ST	HAYS BRADY GENE JR	Replaced siding around entire house without being approved.
Devaughn Price	5/2/2017	V008071-050217	Closed	410 W 9TH ST	REAMES KARYL D	Junk vehicle in front needs to be removed.
Devaughn Price	5/2/2017	V008072-050217	Closed	718 W 12TH ST	MARQUEZ VINCENT E & EPIFANIO	Junk vehicle needs to be remove from front driveway.
Devaughn Price	4/28/2017	V008049-042817	Closed	823 W BROAD ST	LUJAN RAMON & SILVIA	Front and back yard needs to be mowed ,house needs work also.
Devaughn Price	5/3/2017	V008082-050317	Closed	714 W 12TH ST	FERMANDEZ MARGARET M	Junk vehicle needs to be removed from front yard ,trailer with junk needs to be moved also.
Devaughn Price	5/8/2017	V008103-050817	Closed	806 W 10TH ST	Daniela & Simon Amaro	Put new roof on without permit.
Devaughn Price	5/12/2017	V008132-051217	Compliant	723 W 6TH ST	SOLIS OSCAR SR & YOLANDA	Junk vehicle needs to be removed and yard mowed.
Devaughn Price	5/12/2017	V008134-051217	Compliant	326 W BROAD ST	SALDIERNA APOLINAR	Running a small engine repair shop in a residential neighbor .
Devaughn Price	5/18/2017	V008153-051817	Closed	523 W 7TH ST	DANIEL GUTIERREZ	Junk vehicle needs to be removed from front yard.
Devaughn Price	5/18/2017	V008155-051817	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	V008197-052417	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	V008200-052517	Compliant	718 W 7TH ST	CLARK MABEL LOUISE	Front and back yard needs to be mowed.
Devaughn Price	5/25/2017	V008205-052517	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	V008228-053117	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	V007925-041117	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	V007911-040717	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	V007806-032417	Compliant	715 W 11TH ST	RODRIGUEZ ALEJANDRINA E	Empty lot needs to be mowed.
Devaughn Price	3/24/2017	V007814-032417	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	V007987-041817	Compliant	826 W 4TH ST	SULTON MARVIN E	Front yard has trash and debris , junk vehicle needs to be updated with currents tags or removed.
Devaughn Price	4/18/2017	V007988-041817	Compliant	602 W 4TH ST @ HICKORY	ROBERT JACKSON	Roof needs to be repaired ,building needs to be painted also.
Devaughn Price	4/17/2017	V007983-041717	Closed	931 W 8TH ST	CYNTHIA MARTINEZ	House needs repair and roof also.
Devaughn Price	3/14/2017	V007744-031417	Closed	1014 W BROAD ST	GOSSETT JAMES H	Roof has holes ,and yard needs to be mowed and weedeated really bad.Junk vehicle needs to hauled off also.
Devaughn Price	3/14/2017	V007746-031417	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	V007761-031617	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	V007789-032217	Closed	122 W 6TH ST	RAMIREZ MARIA	Storage shed roof has caved in and it needs to be deorn.
Devaughn Price	3/15/2017	V007752-031517	Closed	503 W BROAD ST	TREVINO JOHNNY & DIANA	Junk vehicle need to be removed from front yard.
Devaughn Price	3/15/2017	V007754-031517	Compliant	902 W 6TH ST	SALAZAR FREDIE	Storage building behind house needs to be demolished.
Devaughn Price	3/16/2017	V007756-031617	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	V007742-031317	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	V007730-030917	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	V007733-031017	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	V007690-030217	Compliant	823 W 5TH ST	BANKS MORLISSIA JEAN	Front yard needs to be clean and,house needs to be pressure was and painted.
Devaughn Price	3/2/2017	V007692-030217	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	V007695-030217	Closed	814 W 5TH ST	JIMENEZ MIGUEL	House needs to have siding put back on and painted.
Devaughn Price	3/23/2017	V007800-032317	Closed	1110 W 4TH ST	CABRERA RAUL	ENTERED TWICE BY MISTAKE.
Total Items:271						

Monthly Golf Course report August 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	\$15,000	\$18,231	\$+3,231
Cart Rental	\$7,500	\$ 8,402	\$+902
Merchandise	\$5,500	\$17,760	\$+12,260
Prep Food	\$ 900	\$ 748	\$-152
Beer Sales	\$ 5,000	\$ 7,860	\$+2,860
Drinks/Chips	\$ 3,200	\$ 4,634	\$+ 1,434
Memberships	\$ 6,000	\$ 9,369	\$+3,369
Total	\$43,100	\$67,004	\$+23,904

For the month of August we exceeded our revenue goal by \$23,904. This has been one of the highest revenue summers at the golf course in the past 20 years. We are forecasting to end the year with 30,000 rounds of golf of being played in Freeport.

We are also starting to see more quality tournaments being hosted at our facility versus the Lake Jackson course. Olin has their second annual tournament this fall, as well as Dow is hosting their first Family Day tournament and outing. The pavilion continues to help attract these new venues but I feel we can bring in much more if we can continue to add on to the pavilion like a restroom and patio.

Overall we continue to see growth in most areas of our business and as long as Mother Nature cooperates I see some very positive numbers forecasted for the next year. As always I thank each and every one of you for all the positive support.

Thank you

Brian Dybala

Parks Monthly Progress Report

August 2019

Facilities

1. *Beach Start-Up
2. *A/C at River Place
3. Flowerbeds FMP all new flowers
4. Trimmed trees on 288
5. Nominate Employee of the month- Kimberly Lyons
6. Inspection on city trucks #81, #80, #83, #76, #77, #72
7. Fixed glass at River Place temporarily until new window came in
8. *Quotes to repair Antonelli waiting on last quote to be sent
9. *Quotes for Heritage House windows
10. Plant new shrubs on 2nd Street Medians
11. Planted new shrubs at VIC
12. Painted handicap parking spot @ Lucy Goose
13. Moved water to FMPK
14. All paint done on dunking booth both metal and wood
15. Set up & Tear down for City Picnic
16. Fishing Pier power washed & Thompson water seal
17. Planted new flowers in VIC planter boxes
18. Moved boxes from City hall for Open Enrollment
19. Transplanted rose bushes to Pocket Park from 2nd Street
20. Clean all tables at College due to A/C condensation
21. Fill in at VIC when needed

GROUNDS

1. Helped set up and tear down stage for Picnic
2. Mowed big lots, landing, LED, Riverside
3. Set up barricades for kids fest
4. Pick up trash on levees before mowing

5. Weed eat flower beds at Rec Center
6. Weed eat inside fence area at Rec Center
7. Mowed and prepared grounds RP for City Picnic
8. Trimmed all hedges on 288 corridor
9. Set up Stage at RP for City Picnic
10. Trim tree limbs on Terry St before they fell on a child or car
11. Picked up & distributed 4 loads of kiddie mulch for parks
12. Spread kiddie Mulch at FCHP & FMP all playgrounds
13. Helped move water to FMPK
14. Picked all limbs up behind OPD put in dumpster
15. Trimmed and shaped all hedges at High School
16. *Clean inlets on FMP and Ave. A
17. *Spray all insides of playgrounds
18. Prepare grounds at River Place for fishing fiesta

*Denotes Work in Progress

Routine Monthly Tasks

1. Mow, weed eat, edge, and spray all 12 parks and levees every week
2. Litter Control from 288 Entrance throughout the city.
3. Clean all 10 rentals before & 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 all flower beds
7. Seasonal painting at all parks, basketball courts, playground equipment
8. Ballparks & Maintenance mow, weed eat fence lines, and spray
9. Clean Inlets as needed due to rain.

STREET DEPARTMENT
MONTHLY REPORT---August, 2019

Drainage Set culverts

1700 North Ave. S--4ft
1325 West 4th-35 ft
Parking lot driveway--40 ft

Cut drainage and jetted out culvert pipe

1315 West 4th alley-----800 ft
915 West 6th alley-----850 ft

Concrete report:

- 1- Set forms, rebar, & pour sidewalk @ 400 Block N- Ave. B
- 2- Set forms, rebar, & pour sidewalk @ 906 West 6th
- 3- Set forms, rebar, & pour sidewalk @ 1500 block N. Ave. N
- 4- Set forms, rebar, & pour sidewalk @ 1724 block N. Ave. M
5. Break, remove , form, rebar and pour new 4 buckled areas
In the 900 block of N. Ave. G
6. Began concrete removal and grading for sidewalk at Fire Station
building expansion.

Pothole repair:

Completed 20+ work orders for QPR asphalt
27+ alley Blocks with Crushed concrete repairs
10+ alley Blocks with Crushed concrete repairs

Rainy Day Schedules-- Total 2 days:

Total 3 tons of trash/debris collected

Mowing Report:

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

Sweeper operations:

Swept quadrants A,B,C,&D two total round this month and began
third round. Have completed Quads A,B,C,&D
Total 16 tons of trash/debris collected

Also worked on.

1. Beach entrance repair, road Maint, and beach cleanup.
2. Completed several saw cuts for concrete repairs.
3. Hauled concrete removed from street and sidewalk repairs to Sorrell to Sorrell yard for disposal.
4. Repair and relocate school zone lights.
5. Loaded old tires into box trailer for disposal.
6. Haul reclaimed material from East 6th to Service Center when County PCT. 1 lowered areas.
7. Haul excess dirt and grass removed from new parking lot area by Splash Pad.

Projected work September, 2019

- Drainage--- 1119 West 6th--850 lin.ft.
- Drainage--- 1500 to 1800 block N. Ave. Q --1600 lin.ft.
- 5-culverts--100 lin. ft.
- Complete volleyball court
- Sidewalk for Weight Station
- Sidewalk for Fire Station Extension
- Oversee Contractors on concrete jobs and offer assistance where and if needed.



Finance, Court & Water Departments

Title: Monthly Report for August 2019

Date: September 16, 2019

From: Stephanie Russell, Assistant City Manager/Finance Director

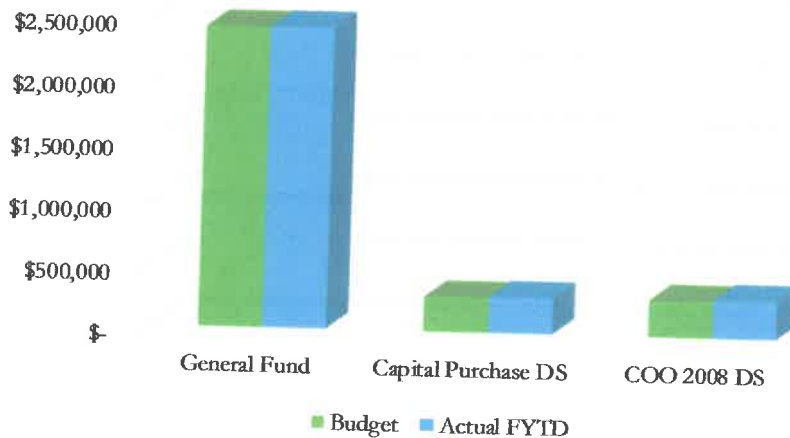
Major Revenue

Property Tax

As of the end of August, the City had received 101% of its Property Tax Revenue.

Fund	Budget	Actual FYTD	% Rcvd FYTD
General Fund	\$ 2,412,833	\$ 2,419,601	100%
Capital Purchase DS	\$ 279,907	\$ 291,326	104%
COO 2008 DS	\$ 295,518	\$ 307,618	104%
Total	\$ 2,988,258	\$ 3,018,545	101%

Property Tax Budget vs. Actual



Industrial District Contracts

The City has received 100% of its revenue to-date.

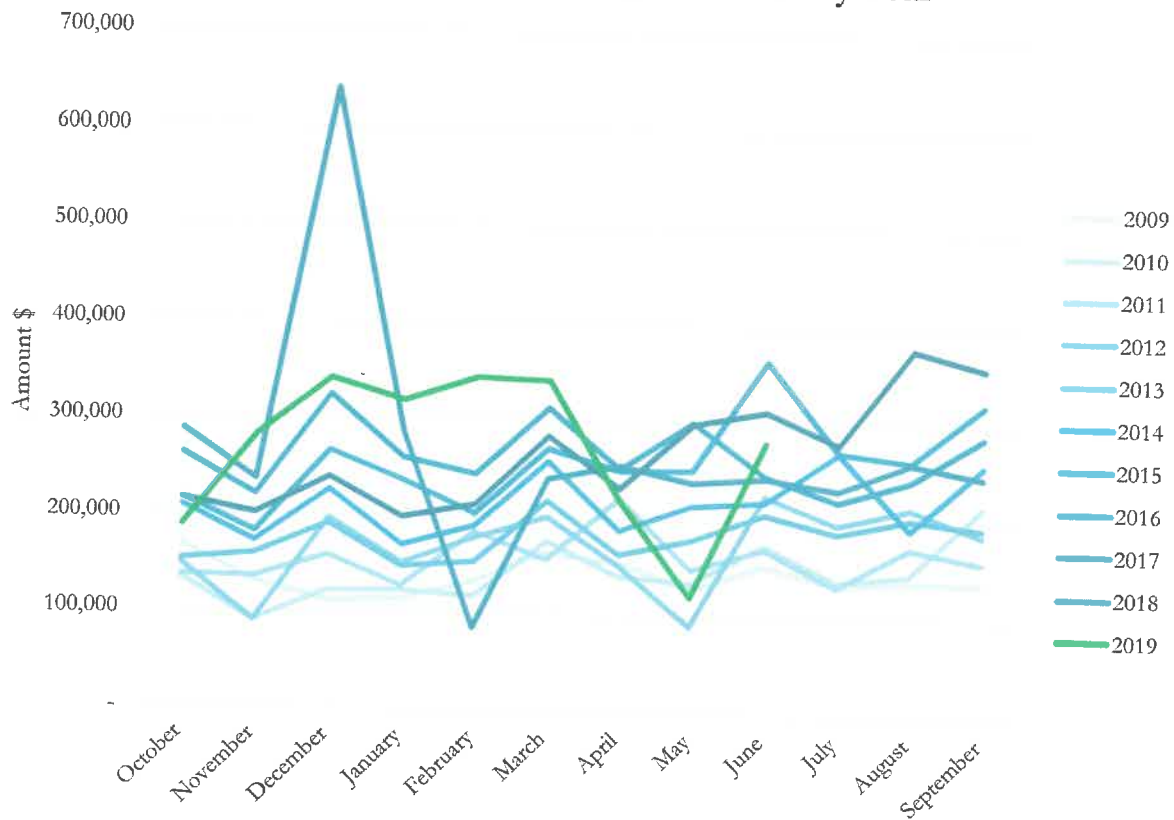
Agreement	Amended Budget	Actual YTD	% Rcvd FYTD
Brazosport IDA	4,273,311	4,273,311	100%
Freeport IDA	1,484,553	1,484,553	100%
Freeport LNG	1,775,000	1,775,000	100%
Total	\$ 7,532,864	\$ 7,532,864	100%

Sales Tax

Sales Tax Revenue is up about 11% from this time last fiscal year (June) and trending over budget – over 108% has been received for only 75% of the year. Please note, there is a two-month lag from when Sales Tax is collected and received by the City; thus, June’s Sales Tax was received in August.

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	-60%
June	312,884	280,807	-10%
July	280,065	-	
August	378,933	-	
September	359,563	-	
Grand Total	3,213,257	2,435,727	
Total Budget	2,437,000	2,250,000	-8%
% of Budget YTD	131.9%	108.3%	

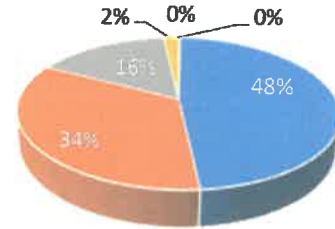
Comparison of Sales Tax Revenue by Year



Utilities

	FY2018	FY2019 YTD
Service Categories		
Water	\$ 2,790,757	\$ 2,472,181
Sewer	\$ 1,910,245	\$ 1,748,503
Garbage	\$ 877,392	\$ 825,067
Ambulance	\$ 92,044	\$ 85,667
Surcharges	\$ 3,048	\$ 235
Miscellaneous	\$ 9,456	\$ 15,875
Total	\$ 5,682,942	\$ 5,147,528

Services by Category



■ Water
■ Sewer
■ Garbage
■ Ambulance
■ Surcharges
■ Miscellaneous

Water Consumptions (Gallons)		
Billed Consumption	418,205,000	355,752,000
Unbilled Consumption	1,991,000	836,000
Total	420,196,000	356,588,000

Sewer Consumptions (Gallons)		
Billed Consumption	314,830,377	275,350,005
Unbilled Consumption	0	0
Total	314,830,377	275,350,005

Municipal Court

	Total FY2018	FY2019 YTD
Violations		
Filed	4,195	3,530
Completed	2,892	2,310
Outstanding Violations	1,303	1,220
Warrants		
Issued	1,189	668
Cleared	1,301	767
Change in Total Warrants	-112	-99
Other Paid Cases	86	177
Total Fees/Fines Paid*	\$ 647,702	\$ 505,483
* Includes Regulatory, State & Other Agency Fees		
Municipal Court Revenue	\$ 473,531	\$ 248,951
Budget	\$ 418,000	\$ 425,000
% Completed	113%	59%



Accounts Payable

Purchase Orders	FY2018	FY2019 YTD
Outstanding	11	40
Partial	20	43
Completed	870	583
Total	901	666

Ongoing Initiatives

FY2018-2019 Audit

Whitley Penn has submitted an Engagement Letter to conduct the FY2018-2019 Audit.

Banking RFP

Staff will be making a recommendation regarding the RFA during the September 16th Council meeting.

Budget

The proposed budget was delivered to Council the week of July 29th and presented August 5th. Council reviewed the certified roll, effective and rollback tax rate calculations, and proposed a tax rate during the August 19th meeting. The Budget Hearing was held, and the Budget was adopted September 3rd. Public Hearings on the Tax Rate were held September 3rd and September 9th – the adoption of tax rate will be on the September 16th meeting followed by the ratification of the budget.

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.

Human Resources

A new Human Resources Director was hired and started September 5th. Brenda Miller-Ferguson will be at the September 16th meeting to meet Council.

Policies

Staff is reviewing current policies and procedures to determine updates and new policies moving forward. Staff is currently working on administrative procedures to ensure internal controls and financial accountability.

Purchasing Cards

The implementation process is near complete. 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.