



**AGENDA  
REGULAR MEETING  
FREEPORT CITY COUNCIL  
MONDAY, SEPTEMBER 19, 2022 at 6:00 P.M.**

**Mayor:**

Brooks Bass

**Council Members:**

Jeff Pena

Jerry Cain

Mario Muraira

Troy Brimage

**City Manager:**

Timothy Kelty

**THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, WILL MEET ON MONDAY, THE 19TH DAY OF SEPTEMBER, 2022, AT 6:00 P.M., AT THE FREEPORT, POLICE DEPARTMENT, MUNICIPAL COURT ROOM, 430 NORTH BRAZOSPORT BOULEVARD FREEPORT TEXAS**

**This meeting will be live streamed via Facebook Live and may be accessed on the City of Freeport Facebook page: <https://www.facebook.com/freeporttexas>**

**THE MEETING IS BEING HELD FOR THE FOLLOWING PURPOSES:**

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

**INVOCATION AND PLEDGE OF ALLEGIANCE:** (Council Member)

**CITIZENS' COMMENTS:**

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

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

1. Presentation by EDC President Mingo Marquez on the Grants given by the Freeport EDC.
2. Presentation of Employee of the Month, for the Month of August. **(Kelty)**

**CONSENT AGENDA:**

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 Any item requiring additional discussion may be withdrawn from the Consent Agenda by the Mayor, Councilmember or City Manager, and acted upon separately.

3. Consideration and possible action on the approval of City Council meeting minutes from September 6, and September 12, 2022. **(Wells)**
4. Consideration and possible action for the approval of road closures for Fall Market Days on Saturday October 29, and Saturday November 12, 2022. **(Dillion)**
5. Consideration and possible action on the approval of road closures for the Ghost Walk on October 29, 2022 from 6:00pm-8:00pm. **(Dillion)**

**COUNCIL BUSINESS – REGULAR SESSION:**

6. Consideration and possible action approving the EDC Budget for Fiscal Year 2022/2023. **(Marquez)**
7. Consideration and possible action approving the City Manager to sign a one-year contract extension for depository services with Texas Gulf Bank. **(Ezell)**
8. Consideration and possible action approving FEMA American Firefighter Grant for training, in the amount of \$113,953. **(Motley)**
9. Consideration and possible action on designation of City Representative to HGAC General Assembly **(Kelty)**
10. Consideration and possible action approving the proposal from Bickerstaff for the redistricting of the Wards in the City of Freeport. **(Kelty)**
11. Consideration and possible action to ratify cost for materials for County Asphalt Program. **(Petty)**

**WORK SESSION:**

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

- G. Updates on current infrastructure.
- H. Update on reports / concerns from Department heads.

**CLOSED SESSION:**

- 13. Executive Session regarding a.) (Deliberations about Real Property) East End, b.) (Personnel Matters) Review of proposals in consideration of appointment of City Attorney, in accordance with Texas Government Code Annotated, Chapter 551, Sections 551.072, and 551.074.

**COUNCIL BUSINESS – REGULAR SESSION:**

- 14. Take any action resulting from Executive Session.

**ADJOURNMENT:**

- 15. Adjourn.

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

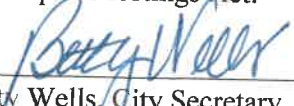
The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

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

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

  
Betty Wells, City Secretary,  
City of Freeport, Texas

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the City Council of Freeport, Texas met on Monday, September 6, 2022 at 6:00 p.m. at the Freeport Police Department, Municipal Court Room, 430 North Brazosport Boulevard, Freeport Texas for the purpose of considering the following agenda items:

City Council:

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

Staff:

- Tim Kelty, City Manager
- Betty Wells, City Secretary
- David Olson, Interim City Attorney
- Cathy Ezell, Finance Director
- Kacey Roman, Building Official
- Clarisa Molina, Administrative Assistant
- Chris Motley, Freeport Fire Chief
- Lance Petty, Public Works Director
- Toby Cohen, IT Manager
- Danny Gillchriest Interim Police Chief
- Donna Fisher, Human Resource Specialist 1

Visitors:

David McGinty	Bob Casale
Shonda Marshall	Sabrina Brimage
Desiree Pearson	Tommy Pearson
Manning Rollerson	George Matamoros
Billy Toomer	Nicole Mireles
Sam Reyna	Con McCleester
Diane McCleester	Ed Garcia
Karla Clark	Pam Dancy
Michael. Smyth	

**Call to order.**

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

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

Invocation and Pledge was led by City Manager Tim Kelty.

## **CITIZENS' COMMENTS:**

Michael. Smyth spoke to council of his concern with the Building and Code Department. He said he has been trying to get help with a permit he applied for two years ago. He said the company took \$12,000 from him. He said no one will call him back.

Bob Casale, Bridge Harbor, said he is curious about the trash pickup. He said he has had a trash pile out for six months. He asked if there is a plan to pick up the trash throughout the City.

Manning Rollerson said the trash that has been sitting out has been picked up. He said thank you. He said he also has concerns with the Interlocal Agreement the City has with the Port. Mr. Rollerson said he requested the abatement records for the Boys and Girls Club, he said he received a letter saying the city has no records. Mr. Rollerson said the ditch is so full of trees and grass on 6<sup>th</sup> and Cherry. He said this needs to be taken care of.

Ed Garcia 1924 North Ave G, he said he wants to tell council since Nov. he has been extremely disappointed in the performance of this council. He thanked the Mayor and Councilman Brimage for voting against Mr. Pena to have Mr. Garcia removed from the EDC. He said he is extremely disappointed Councilmen Cain, Pena and Muraira, because there was no investigation or documentation to have him removed. Mr. Garcia said he has great concern of the parking at Freeport Intermediate School. Mr. Garcia said people are parking on the highway, trucks are going by. The only crossing guard is not on the highway but on 4<sup>th</sup> Street.

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

Presentation by EDC President Mingo Marquez on the Grants given by the Freeport EDC.

There was not a presentation by the EDC President.

## **CONSENT AGENDA**

Consideration and possible action on the approval of City Council meeting minutes from August 15 and August 22, 2022.

Consideration of approving the road closure for the Brazosport High School Homecoming Parade.

Consideration and possible action approving Interlocal Agreement with Brazoria County for FY 2022/2023.

Consideration and possible action to approve the annual investment policy.

Consideration and possible action approving the Holiday Schedule for City of Freeport FY 2022/2023.

A motion was made to approve the consent agenda by Councilman Cain excluding item #5, seconded by Councilman Brimage. With all present voting "Aye" 5-0 council unanimously approved the Consent Agenda with the exception on #5.

## COUNCIL REGULAR AGENDA

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

Karla Clark asked if the all the vehicles are licensed and titled that the City has for sale? Mr. Kelty said we are working on this. Ms. Clark said she was told two vehicles did not have titles. Mr. Kelty said that Ms. Cramer is working on this. They will not go for auction until we have all titles. Ms. Fisher said we have one title that is still outstanding.

A motion was made to approve agenda Item #5 by Councilman Brimage, seconded by Councilman Cain with all present voting "Aye" 5-0 council unanimously approved the motion.

Public Hearing: On the removal from park use, 13.153 acres of land currently used for the ISD Baseball and Softball facilities, to be sold to the Brazosport ISD.

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

City Manager Tim Kelty explained the purpose of holding this Public Hearing for the removal from park use, 11.153 acres of land currently used for the ISD Baseball and Softball facilities, to be sold to the Brazosport ISD. He said the ISD currently uses the land for their ball fields. He said this is part of the land swap deal. Mr. Kelty said council voted on this agreement last year.

Mr. Matamoros said the School District should not be allowed to dictate what the City does with that property during the land swap, unless they are going to pay for all improvements.

Mr. Kelty said this is stemming from an Interlocal lease Agreement that was entered into 20 years ago, regarding lands owned by the School and City. He said the City had acquired the property as part of a project receiving a grant from the Texas Department of Parks and Wildlife. He said via that agreement we allowed the school to develop their baseball and softball fields on the land. In exchange, they allow us to use the property at O. A. Fleming for soccer fields.

Mayor Bass said anytime a city looks at changing the use of a City Park, you have to hold a Public Hearing in regards to any transfer of that property. He said this property was agreed to be swapped with the ISD, and there are no constraints, the only constraint was in regards to demolition of the O. A. Fleming building.

Manning Rollerson said this property was donated as a park, this property has to be voted on by the people.

Councilman Muraira asked if this is the property by the baseball and softball fields? Mayor Bass said yes. Councilman Muraira asked what is the reason for this? Mayor Bass said there is a 50-year lease that was entered into, the City of Freeport owned the piece of property. He said Council voted last year, that we would like to own all the property at O. A. Fleming. He said at this point, we have to fill our obligation of transferring this property we own to the ISD in exchange for the OA Fleming property. Councilman Muraira asked if the School District could fence in the property, once we remove the park. Mr. Kelty said yes, that will be their property, but they would still have to comply with fence restrictions in the code.

Karla Clark asked what the acreage is at the O. A. Fleming Property? Mr. Kelty said it is a nine-block area.

Max Ryder said there is asbestos in this building. She also said this asbestos was buried in a pit on the property.

Manning Rollerson said there is no record of abatement on this building.

Councilman Muraira asked if abatement is going on now, and where would we get the records? Mr. Kelty said we do not have the records but part of the agreement was that the school had to abate asbestos prior to the demolition of the external buildings that have recently come down. Mr. Kelty said Council has already approved an agreement regarding the property.

Mayor Bass closed the Public Hearing at 6:33 PM.

No action was taken.

**Public Hearing: Public Hearing Regarding FY 2022-2023 Proposed Budget.**

Mayor Bass opened the Public Hearing at 6:33 PM.

Finance Director Cathy Ezell said we proposed the Budget for FY22/23 on August 1, 2022. She said after feedback from Council we propose putting these cuts into the Budget. She said the cuts are in the Administration, Code, Fire, Police Department, Streets, Rec Center, Museum and Golf. Ms. Ezell said an Information Technology position has been created. She said this was done from pulling funds from other departments and results in a net zero impact. Ms. Ezell said there is a decrease in the Water/Sewer Department expense of \$176,095 because Veolia came back with a 5% increase instead of a 9% in their M/O. There was discussion on the Mulching Site. Mr. Kelty said he is not sure where we will find the funds in this budget, unless we take it out of reserves and add to the operating budget.

Councilman Muraira said we need more research on the mulching site.

Karla Clark asked about the salaries for the EDC Director, and the Police Chief. Mayor Bass said the EDC Director is paid for by the sales tax through the Economic Development Corporation. She asked about the IT Department and the funds being moved. Mr. Kelty explained how this works.

Councilman Pena asked about the IT Department, and the Budget for this new department. Ms. Ezell said it is \$229,000.

Councilman Pena asked if the mulching site can be paid out of the reserved funds or from other departments? Councilman Pena asked isn't there a major savings account? Ms. Ezell said "no".

George Matamoros said he supports the IT Department, recommends that you keep the maintenance and office supplies with this department. He also said he opposes taking funds from other departments for the mulching site, he does not agree with this.

Ms. Dancy opposes the mulch site.

There was lengthy discussion by Council of the mulch site.

Councilman Cain spoke on the decrease of \$443,000. He asked, is this the cuts from the last meeting? Mr. Kelty said yes. Councilman Cain asked if this is eliminating any positions? Mr. Kelty said yes. Councilman Cain said he has an issue with eliminating a position, if the person in the position is doing a good job.

Mayor Bass asked if anyone opposes to reestablishing the Jailer position? Councilman Pena said, we need to support the Police Department at all opportunities. If the employees are good employees then let's move them to another position we have open. But if the position is obsolete and we don't need it, then we need to make the cut.

Mayor Bass said he is looking for support from Council for this position of the Jailers. There was a 4-1 consensus in favor of keeping this position.

Councilman Muraira asked who the cuts would affect in the Rec Center? Ms. Ezell said it is for the two attendant positions. The Supervisor and the Programs Coordinator will be kept. Ms. Ezell said there is a savings of \$78,000 in changing the hours and the cuts of the two attendants, for an annual budget of \$572,000, versus \$620,000.

Shonda Marshall said she feels the City needs to explore Councilman Pena's recommendation on building a new Rec Center. Ms. Marshall said her children use the Rec Center, and we need to make sure we invest in our children.

Pam Dancy said the Gym next to Arlan's has been in business for two years. She said people are using the gym instead of our Rec Center.

Karla Clark said when the Rec Center first opened she played racquet ball with the Mayor's mother and sister.

Councilman Pena asked about the budget cut of \$57,940 for the Museum. Mr. Kelty said it is from eliminating the newly proposed part time position, display cases, fund raiser, and wall boards.

City Manager, Tim Kelty explained the major onetime expenses for Streets and Drainage, \$750,000 transfer for street improvements. Street improvements at the levee and T-Dock, \$150,000. Extension of 5<sup>th</sup> Street \$759,000. Facilities and Grounds, Temporary Modular Station #2, \$426,000. Jail Renovations, \$115,000. Various parking lots. Gun Range, \$50,000. Mr. Kelty said he is actually proposing we eliminate the \$50,000 for the firearm training facility.

Mayor Bass asked if we own the property, or the ROW for the 5<sup>th</sup> Street extension? Ms. Ezell said there is no ROW we will have to purchase or get donated the ROW.

Councilman Muraira said the cost is high, but what is the cost for asphalt? Mr. Kelty said it goes down to \$699,000 for asphalt.

There was a lengthy discussion on this extension of 5th Street.

Mayor Bass said he does not think we should designate \$759,000 for this property since we do not own it. He asked Council what their consensus is on moving the \$759,000 from the Budget? All council agreed to keep the funds in streets and drainage but not designated to a project.



Karla Clark asked about the Bond money and the Industrial Agreements. Mr. Kelty said the City issued an \$8 Million Bond in 2020. A large portion of this money was designated for streets and drainage. Mr. Kelty explained the Industrial Agreements.

Mayor Bass closed the Public Hearing at 7:50.

Consideration of an Ordinance No. 2022-2674 Adopting FY2022-2023 Budget.

Mayor Bass tabled this item and called a Special Meeting on September 12, 2023 at 5:30 PM for item # 10 consideration and action.

**Public Hearing: Public Hearing Regarding FY 2022-2023 Tax Rate.**

Mayor Bass opened the Public Hearing at 7:51 PM

Finance Director Presented to council the FY 2022-2023 Tax Rate. She said a proposed Tax Rate of \$0.60 is being recommended by Staff, for adoption. Ms. Ezell explained that the Budget was not adopted, and we cannot adopt the Tax Rate tonight.

Sam Reyna said that there will be a Charter Review Meeting on September 12, 2023. Mr. Kelty said yes, we will have the Special Meeting at 5:30.

Mayor Bass closed the Public Hearing at 7:56 PM.

Consideration and Possible Action Regarding an Ordinance No. 2022-2675 Establishing a Tax Rate for the 2022 Tax Year.

Mayor Bass tabled this item and asked that it be considered at the Special Meeting on September 12, 2023 at 5:30 PM.

Ratification of Increased Property Tax Revenues Reflected in the Fiscal Year 2022-2023 Adopted Budget

Mayor Bass tabled this item and asked that it be considered at the Special Meeting on September 12, 2023 at 5:30 PM.

Consideration and possible action of the ratification of the purchase of (2) Zoll X-Series Advance Cardiac Monitor Defibrillators to be included within the original replacement vehicle budget of \$600,000 proposed on October 4, 2021.

Finance Director Cathy Ezell presented to council the possible ratification of the purchase of (2) Zoll X-Series Advance Cardiac Monitor Defibrillators to be included within the original replacement vehicle budget of \$600,000 proposed on October 4, 2021. Ms. Ezell said this was part of the \$600,000 that was allocated to the purchase of the ambulances. This purchase came into question when the auditors were here, the purchase price was over \$50,000. She said it is being brought back to council for the ratification of the purchase at the auditor's request.

A motion to approve ratification of the purchase of (2) Zoll X-Series Advance Cardiac Monitor Defibrillators to be included within the original replacement vehicle budget of \$600,000 proposed on October 4, 2021 was made by Councilman Brimage, seconded by Councilman Pena with all present voting "Aye" 5-0 council unanimously approved the motion.

Consideration and possible action awarding the Bid for Phase II Concrete Street Reconstruction and authorizing the Mayor to sign the resulting contract following Legal Review.

Public Works Director, Lance Petty presented to council the possible action awarding the Bid for Phase II Concrete Street Reconstruction, and authorizing the Mayor to sign the resulting contract following Legal Review. Mr. Petty said Freese and Nichols recommends awarding the Bid to Lucas Construction Company. The City went out for bids and received four proposals, with Lucas being the lowest bidder.

George Matamoros said the Lucas is doing a poor job. With this recent rain, people cannot get to their driveways. He said they did not put enough base material. He said we need to make sure that this gets taken care of properly.

Scott with Freese and Nichols, said we are working with the contractor to take care of these issues. The concrete work is good, but the rain is slowing them down. Mr. Petty said the approaches were too narrow going in. The concrete was already cut out, and this was pooling water from all the rain.

Councilman Pena asked who will provide the oversight? Mayor Bass said it will be from City Staff, Freese and Nichols as well as the Contractor.

A motion to approve awarding the Bid for Phase II Concrete Street Reconstruction and authorizing the Mayor to sign the resulting contract following Legal Review was made by Councilman Brimage, seconded by Councilman Cain. With all present voting the motion passed 4-1. Councilman Pena voted "Nay"

Consideration and possible action approving Ordinance No. 2022-2672, approving Ordinance setting Policy Agenda.

City Manager Tim Kelty presented to council Ordinance No. 2022-2672, approving Ordinance setting Policy Agenda. Mr. Kelty said this ordinance amends the ordinance that was adopted in January. He said staff is recommending three changes.

Councilman Pena questioned the backup documentation, he asked if City Staff will be able to help provide this? Mr. Kelty said yes sir. Mr. Kelty said if the requestor will meet with him ahead of time to go over the item he will help them prepare the memo and assemble any documentation. Councilman Pena asked if there is anything in the ordinance preventing council from contacting Olson & Olson? Mr. Kelty said no.

There was discussion on the number of items allowed to be placed on any agenda. Councilman Pena said he likes six items. Councilmen Cain, Brimage and Muraira all agreed to four items being placed on an agenda.

There was discussion on the number of months that an item can be reintroduced, after being placed on an agenda and failing to pass.

A motion was made by Councilman Brimage to approve the Ordinance with item #3 on page 1, "4 items may be added to any single City Council agenda", and on item #9 on page 2, there will be a "3-month time frame before an item will be reintroduced if the item fails". The motion was Seconded by Councilman Cain. With discussion that followed.

Councilman Pena asked if this ordinance is for Special Meetings as well? Mayor Bass said it is not. Councilman Pena asked if we can extend the deadline on adding an item to the agenda to Thursday before the meeting?

Mayor Bass asked if Councilman Brimage would amend his motion. Councilman Brimage said he does not see a point in doing that.

Mayor called the motion for a vote, with all present voting 3-2 Council approved Ordinance No. 2022-2672, approving Ordinance setting Policy Agenda. Councilmen Pena and Muraira voted "Nay".

Consideration and possible action on amendment to the employee policy Manual regarding a press release/media relations policy.

City Manager Tim Kelty presented to council an amendment to the Employee Policy Manual regarding a press release/media relations policy. He said this policy establishes a written policy regarding the issuance of Press Release regarding City issues. Mr. Kelty said it allows the Mayor, City Manager or individuals authorized by the Mayor or City Manager, as authorized representatives, responsible for City Press Release.

Councilman Pena asked if this violates Freedom of Speech? Mr. Olson said no, this is regards to statements made on "Behalf of the City".

Mayor Bass said this will keep a unified front.

Councilman Cain said, as council we need to do a better job of instructing when, and what we would like to be said. Sometimes council don't always agree with what should be released.

Mayor Bass explained the Ordinance.

A motion was made to approve the policy by Councilman Cain, seconded by Councilman Brimage. With discussion that followed.

Councilman Pena said this ordinance does not make for well transparency.

Councilman Muraira said he agrees with Councilman Pena, with the inclusivity aspect of it.

Mayor Bass called the motion to a vote, with all voting 3-2, council approved an amendment to the Employee Policy Manual regarding a press release/media relations policy. Councilmen Muraira and Pena voted "Nay"

Consideration and possible action of the renewal of Freese and Nichols contract.

City Manager Tim Kelty presented to council the possible action of the renewal of Freese and Nichols contract. He said three years ago following an extensive Request for Qualification process, and a series of interviews, the City selected Freese & Nichols as our City's Engineer. Currently Freese & Nichols is working on a number of major projects for the City. Staff recommends the approval of the renewal contract with Freese and Nichols.

A motion was made to approve the Contract extension by Councilman Brimage, seconded by Councilman Cain with all voting 4-1, council approved the motion. Councilman Pena voted "Nay"

### Discussion for redistricting of Wards

City Manager Tim Kelty said that he has talked with Mr. Olson, and Mr. Kelty said he has checked with some other cities and Bickerstaff is the company that most cities use for this process. Mr. Kelty said this can be a very challenging political decision for the council to make. Talking with the attorney from Bickerstaff the process is pretty straightforward. Mr. Kelty said that there is a requirement that prohibits the largest and the smallest Ward being different by more than ten percent in population. Mr. Kelty said Bickerstaff is putting a proposal together, and this will be presented at the next City Council meeting.

Mayor Bass said this is a requirement that is necessary. He said the populated areas have changed, he said he recommends this.

Councilman Muraira asked how long does this process take? Mr. Kelty said the goal is to be done by December.

### Discussion regarding the AmeriWaste Trash Contract.

Councilman Cain said he has been for the AmeriWaste Contract. He spoke of his concerns for the residents. He said they do not know who to contact, or where to get the roll off dumpsters. We need to educate residents to call the City, and they will be instructed use Wastemasters, per the contract with AmeriWaste. He spoke of the contractors that frequently use roll offs, and the possible relationship they have with a specific company. Councilman Cain said he feels like, if we limit people to just one company, this is another way that the City is handcuffing the improvement in the City. Councilman Cain said he is hoping we can have conversation with AmeriWaste.

Councilman Brimage said he has used a roll off one time, from Wastemasters. They were quick to drop off, and pickup. He said he used Sprint prior to this, because local residents Kenny McGee and his wife Karen owned it, and Councilman Brimage said he chose to use a local company. He said Wastemasters is out of Alvin, this is a Brazoria County company.

Mr. Kelty said when the contract was agreed on, the company made a significant investment to ensure there would be plenty of roll off dumpsters for the City. Mr. Kelty spoke on the franchise fees.

Nicole Mireles said she is very upset that people are being fined. She said how can the city dictate how to spend our money?

Pam Dancy said people are angry. She said people should be allowed to choose who they want to use.

Sam Reyna presented council a letter given out to residents in the City explaining which company that can be used.

George Matamoros has been in favor of AmeriWaste residential service. But does not like being dictated on who can be used. He said the notice given to residents should have be worded better.

Councilman Pena said we need to end this contract, if this is something AmeriWaste was being serious about. Or we need to edit this contract as it is. Councilman Pena asked Interim City Attorney if the city has grounds to be making threats to the citizens and businesses? Mr. Olson said there is authority in Chapter 50 of the Code of Ordinances.

Mayor Bass said Council had the opportunity to read the contract in its entirety. This is a contract, and there is not much that can be done. He said if we wanted to object, we should have done so before the contract was signed. He said we will talk with them, and Janelle has been responsive with us.

Sam Reyna said he has been against this contract from the beginning.

### **WORK SESSION:**

Councilman Cain spoke of the rain and all the mosquitos. He said he is grateful to see the mosquito truck. He spoke of the rain is making the grass to grow quicker, for the most part, the majority of the lawns are mowed. But there are some that are overgrown. The empty rental property homes, have overgrown yards. He said we need to get after the owners of these empty homes.

Councilman Muraira asked for updates on the concrete streets for 1700 West 8<sup>th</sup>. Mr. Kelty said it should be completed by the end of October. He asked about the Alley between 6<sup>th</sup> & 7<sup>th</sup>, he said there is standing water. Mr. Petty said they are going to cut some ditch where this is holding water. Councilman Muraira asked if the mosquito truck can go to Slaughter Road. Councilman Muraira asked about the Velasco Drainage District, in regards to the ditches by Magnolia, and Cedar. Mr. Petty said it is not to make the ditches wider, but to clean them out. Councilman Muraira asked about an update on the Police Chief search. Mr. Kelty said there have been interviews of eight candidates, we will be bringing three back on Thursday for final interviews. Thorough background checks will be conducted, before he makes a recommendation to City Council. He asked about the Magnesium Plant, he said can we require an environmental impact study before? Mr. Kelty said most companies do this before they make an investment.

Councilman Pena thanked all that came out and spoke. He asked Mr. Kelty about Mr. Smyth's issue with the permit. Mr. Kelty said he will be giving him a call. He spoke on the trash issue that Mr. Casale is having, and asked him for pictures of the trash. He spoke on the gas line that was broke from the mowing on 6<sup>th</sup> and Cherry. Chief Motley said this was taken care of the same day. Councilman Pena asked about the work being done at the 100 Block of Broad Street. He said there was a gas line being dug up by Centerpoint. Chief Motley said they are replacing older lines right now. Councilman Pena said the alleys are torn up. Ms. Roman said when a company comes in they are required to get a ROW Permit, this is so we can backtrack them and make sure the repairs are done. Councilman Pena asked about the parking at the Intermediate School. Mayor Bass said this is a TXDOT road. Councilman Pena spoke of the road complaints on 288. Mr. Kelty said TXDOT is planning to make repair of this, this fiscal year. Councilman Pena asked about Code Violations. Mr. Kelty said no fine is issued unless the problem is not taken care of. He asked about the pet policy and the number of dogs allowed. He also spoke of the loose dogs in the City. He asked what the Police Chief Salary will be, Mr. Kelty said he does not have that information with him. Councilman Pena asked if the new Chief will be required to live in the City. Mr. Kelty said he does not believe we can require this. He spoke of the Kisuma withdraw from the City.

### **CLOSED SESSION:**

Open Session was closed at 8:46 PM.

Mayor Bass asked if Mr. Navarro, Betty Wells, and Mr. Kelty to be included in Executive Session.

Executive Session was closed at 10:49 PM

No action was taken from Executive Session.

Adjourn

On a motion by Councilman Cain, seconded by Councilman Brimage, with 5-0 vote, Mayor Bass adjourned the meeting at 10:49 P.M.

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Mayor, Brooks Bass  
City of Freeport, Texas

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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 12, 2022 at 5:30 p.m. at the Freeport Police Department, Municipal Court Room, 430 North Brazosport Boulevard, Freeport Texas for the purpose of considering the following agenda items:

City Council: Mayor Brooks Bass  
Councilman Jeff Pena  
Councilman Jerry Cain  
Councilman Mario Muraira Not Present  
Councilman Troy Brimage

Staff: Tim Kelty, City Manager  
Betty Wells, City Secretary  
David Olson, Interim City Attorney  
Laura Cramer, GIS  
Danny Gillchriest, Interim Police Chief  
Chris Motley, Freeport Fire Chief  
Holden Ezell, Public Works Maintenance  
Toby Cohen, IT Manager  
Brian Dybala, Director Golf Course  
Wade Dillon, Freeport Museum  
James Carter, Veolia

Visitors: Pam Dancy  
David McGinty  
Sam Reyna  
Sabrina Brimage  
Diane McCleestor  
Melanie Oldham  
Nicole Mireles  
Karla Clark  
Con McCleestor  
Ruben Renobato

**Call to order.**

Mayor Bass, called the meeting to order at 5:30 p.m.

**INVOCATION AND PLEDGE OF ALLEGIANCE:**

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

**CITIZENS' COMMENTS:**

Sam Reyna spoke to council about the Community House. He said we were promised a new Community House. He said there is still no budget for this. He spoke on the Kisuma Plant, and the jobs and the revenue the City lost with this plant backing out.

## COUNCIL REGULAR AGENDA

### Consideration and possible action of an Ordinance No. 2022-2674 Adopting FY2022-2023 Budget.

City Manager Tim Kelty presented Ordinance No. 2022-2674 Adopting FY2022-2023 Budget. He said the changes that were made, are the ones that were discussed at the last meeting. The \$50,000 Firing Range was removed, but the \$43,000 was added for the replacement of the windows at the library. Mr. Kelty said the Director from the Museum has put in her resignation. He said with this he has included in the budget a for the promotion of Mr. Petty to Assistant City Manager and moving the Museum and Main Street Program under him, under the direction of a Main Street Coordinator and Museum Manager and changing the part time attendant to full time. This reorganizational change is being made at substantially the same cost currently incurred.

Finance Director Cathy Ezell said with the changes that were made the General Fund Available Fund Balance, over and above our reserve will change to \$993,765.

Councilman Brimage asked if there is anything in the Budget for the Surfside Water Agreement? Ms. Ezell said we do have revenue for the Surfside Water. Councilman Brimage asked about budgeting for the pump station? Mr. Kelty said, there is nothing included in budgeted being presented, but the city engineer has indicated the current pump size can handle the increased demand required from Surfside. We are expecting grant funding from a HGAC that is not in the budget that could be potentially used if needed. We will be meeting with them in the next month or so to determine what projects are eligible.

Councilman Pena asked about there not being funding for the infrastructure to surfside. Mr. Kelty said according to the engineer there will not be any required improvements at this time, in order to provide water to Surfside.

Mayor Bass said \$759,000 that could be allocated for this if it comes up from the funding remaining in Streets and drainage. He did suggest to Mr. Kelty and Ms. Ezell to start developing options for the GLO money from HGAC.

There was discussion on the Modular Building for Fire and EMS, and funding for Volunteers for Fire Department, as well as discussion on the Rec Center.

Karla Clark asked what size pipe is being used for the Surfside Project? James Carter said 6-inch pipe. Karla Clark asked about the Uncertified Tax Value. Ms. Ezell explained what this is.

Shonda Marshall asked if there is money budgeted for the PD for safety training, for any crisis that could happen in our schools. Mr. Kelty said yes.

A motion was made by Councilman Brimage, seconded by Councilman Cain to approve Ordinance No. 2022-2674 Adopting FY2022-2023 Budget. With a 3-1 vote.

Councilman Brimage "Aye", Councilman Cain "Aye", Mayor Bass "Aye" Councilman Pena "Nay" Motion passed.



Consideration and Possible Action Regarding an Ordinance No. 2022-2675 Establishing a Tax Rate for the 2022 Tax Year.

Finance Director Cathy Ezell presented to council Ordinance No. 2022-2674 Adopting FY2022-2023 Budget. She said she and Mr. Kelty are bringing forward a Tax Rate of \$0.60. This rate will cover the budget that has been approved.

A motion was made by Mayor Bass that we approve the tax rate for our debt service at \$.0770003, for the Tax Year 2022. Seconded by Councilman Brimage, with all voting "Aye" 4-0.

Councilman Brimage, "Aye", Councilman Cain, "Aye", Mayor Bass, "Aye", Councilman Pena, "Aye" motion passes.

A motion was made by Mayor Bass that we approve a tax rate \$0.522997 to fund Maintenance and Operation expenditures for the 2022 Tax Rate be adopted. Seconded by Councilman Pena, with all voting "Aye" 4-0.

Councilman Brimage, "Aye", Councilman Cain, "Aye", Mayor Bass, "Aye", Councilman Pena, "Aye" motion passes.

Councilman Pena made the motion that the property tax rate be increased by the adoption of a tax rate of \$0.600000, which is effectively a 1.02 percent increase in the tax rate. The motion was seconded by Councilman Cain, with all voting "Aye" 4-0.

Councilman Brimage, "Aye", Councilman Cain, "Aye", Mayor Bass, "Aye", Councilman Pena, "Aye" motion passes.

Ratification of Increased Property Tax Revenues Reflected in the Fiscal Year 2022-2023 Adopted Budget.

Finance Director Cathy Ezell presented to council Ratification of Increased Property Tax Revenues Reflected in the Fiscal Year 2022-2023 Adopted Budget.

A motion was made by Councilman Cain, seconded by Councilman Brimage, with all voting "Aye" 4-0 council Ratified the budget based on the increased property tax revenues reflected in the fiscal year 2022-2023 adopted budget.

Councilman Brimage, "Aye", Councilman Cain, "Aye", Councilman Pena, "Aye" Mayor Bass, "Aye"

Adjourn

On a motion by Councilman Brimage, seconded by Councilman Cain, with a 4-0 vote, Mayor Bass adjourned the meeting at 6:07 P.M.

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

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



## City Council Agenda Item # 4

**Title:** Fall Market Days - Road Closures

**Date:** September 19, 2022

**From:** Wade Dillon, Museum Coordinator

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**Staff Recommendation:**

Staff recommends approval of the requested road closures for Fall Market Days scheduled for Saturdays, October 29th & November 12th, 2022.

**Item Summary:**

The Freeport Historical Commission & Main Street Advisory Board is hosting Fall Market Days in October and November from 12:00pm-5:00pm on Saturday, October 29th and November 12th. The event is scheduled to include food trucks, market vendors, live music, etc. In order to allow ample time for set up, we will need the following road closures from 10:00am to 6pm:

- East Park at 4th Street
- Broad Street at East Park Alley
- Broad Street at West Park (Park side)
- East Park at Broad Street (north side, cones only)

**Background Information:** N/A

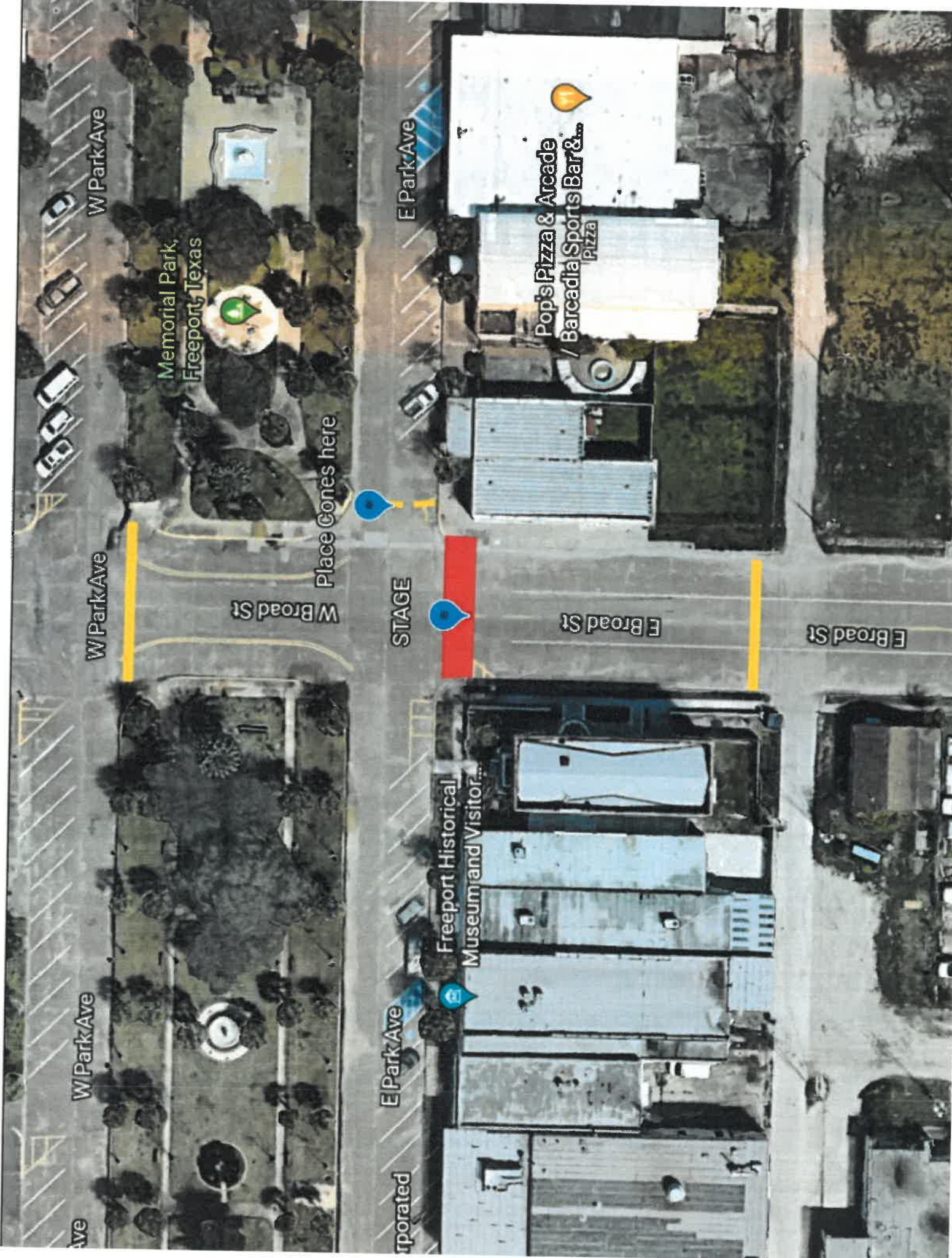
**Special Considerations:** N/A

**Financial Impact:** N/A

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

**Supporting Documentation:**

Map – Requested Road Closures  
Event Flyer



W Park Ave

W Park Ave

W Park Ave

Memorial Park,  
Freepport, Texas

W Broad St

Place Cones here

orporated

E Park Ave

STAGE

E Park Ave

Freepport Historical  
Museum and Visitor...

Pop's Pizza & Arcade  
/ Barcardia Sports Bar &  
Pizza

E Broad St

E Broad St



MAIN STREET  
FREEPORT

VENDORS WANTED



FALL MARKET DAYS

SATURDAY

Live Music  
& FOOD

OCT 29TH & NOV 12TH

Historic Downtown Freeport

(979) 233-0066



## City Council Agenda Item # 5

**Title:** Consideration and possible action for the Ghost Walk - Road Closures.

**Date:** September 19, 2022

**From:** Wade Dillon, Museum Coordinator

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**Staff Recommendation:**

Staff recommends approval of the requested road closures for Freeport's Ghost Walk scheduled for Saturday, October 29th, 2022.

**Item Summary:**

The Freeport Historical Commission & Main Street Advisory Board and Freeport Historical Museum is hosting Freeport's Ghost Walk on October 29<sup>th</sup>, 2022 from 6:00pm-8:00pm. The event is scheduled to include food trucks, music, and spooky decorations. The event includes a guided, costumed walk from City Hall, preceding down 2<sup>nd</sup> Street, and ending in Memorial Park on Broad Street. In order to allow ample time for set up, we will need the following road closures from 5:00pm to 8:00pm:

- Cherry St. at the corner of City Hall parking lot exit.
- W. 2<sup>nd</sup> St. Westbound at Cherry St.
- Cherry St. Southbound at W. 2<sup>nd</sup> St.
- W. 2<sup>nd</sup> St. at East Park Avenue Eastbound.
- Broad Street at West Park Alley.
- West Park Avenue at Broad St.
- East Park Avenue at Broad St.
- Broad Street at Museum Back-Alley.

**Background Information:** N/A

**Special Considerations:** N/A

**Financial Impact:** N/A

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

**Supporting Documentation:**

Map – Requested Road Closures  
Event Flyer



MAIN STREET  
FREEPORT

&



INVITES ALL RESIDENTS FOR...



The Freeport

# GHOST

# WALK

FREE Event!  
Dress your  
GHOSTLY best!

Saturday, October



29

6PM - 8PM

A Haunting Walk to Historic  
Downtown Freeport

Creepy Family Fun  
Spooky Decorations  
Frightening Activities

FOR MORE INFORMATION:



Starting Point for March

March Ends

Food Vendor

Food Vendor

STAGE

Freepport Historical  
Museum and Visitor...

New Life Church



## City Council Agenda Item # 6

**Title:** Consideration and possible action on approving and adopting a budget for the Freeport Economic Development Corporation for FY 2022-2023

**Date:** September 19, 2022

**From:** Kaytee Ellis, EDC

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**Staff Recommendation:**

Staff recommends approval of the proposed budget.

**Item Summary:**

The Freeport EDC FY 2022-2023 proposed budget was approved by the EDC Board on Tuesday, September 13, 2022.

**Background Information:**

None.

**Special Considerations:**

None.

**Financial Impact:**

If adopted, this will be the budget the EDC operates under for FY 2022-2023

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

The EDC board recommends approval of this budget.

**Supporting Documentation:**

EDC Proposed 2022-2023 budget



	FY17-18 Actual	FY18-19 Actual	FY19-20 Estimate	FY19-20 Original Budget	FY20-21 Budget	21-22 Budget	22-23 Proposed Budget
<b>REVENUE</b>							
Sales Tax	1,072,577	1,067,322	958,618	1,200,000	1,070,000	1,200,000	1,250,000
Interest Income	-	-	-	120	120	-	7,250
Lease Income	4,476	2,503	-	-	-	-	2,000
Sale of Property	-	8,500	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>1,077,053</b>	<b>1,078,325</b>	<b>958,618</b>	<b>1,200,120</b>	<b>1,070,120</b>	<b>1,200,000</b>	<b>1,259,250</b>
<b>EXPENDITURES</b>							
<b>Salaries and Benefits</b>							
Salaries	51,178	67,238	93,150	93,150	147,070	147,070	169,836
Education Pay	-	981	1,500	1,500	3,000	3,000	1,500
Longevity	192	180	-	68	60	60	-
Auto Allowance	-	2,308	6,000	3,600	3,600	6,000	6,000
Cell Phone Allowance	-	250	600	600	1,200	1,200	1,200
Overtime	-	-	-	-	1,000	1,000	-
FICA & Medicare	4,179	5,155	6,775	7,500	12,112	12,112	13,678
Group Insurance	17,449	7,794	11,901	9,800	22,198	22,198	26,753
TMRS	8,213	10,299	13,942	14,000	22,839	22,839	25,692
Workmen's Comp	-	159	-	270	125	125	125
Unemployment	-	-	-	120	175	175	216
<b>Subtotal Salaries and Benefits</b>	<b>81,211</b>	<b>94,364</b>	<b>133,868</b>	<b>130,608</b>	<b>213,379</b>	<b>215,779</b>	<b>245,000</b>
<b>Supplies</b>							
Office- Computer Supplies	2,811	2,436	442	2,000	3,500	7,500	7,500
Postage-Shipping	50	-	46	200	200	200	200
Books, Publications, Subscriptions	-	197	(101)	3,000	2,000	2,000	2,000
Printing & reproduction	505	-	-	500	500	500	500
Furniture and Fixtures	-	179	-	1,000	500	3,000	3,000
Other Supplies	-	757	583	800	800	800	800
<b>Subtotal Supplies</b>	<b>3,366</b>	<b>3,569</b>	<b>970</b>	<b>7,500</b>	<b>7,500</b>	<b>14,000</b>	<b>14,000</b>
<b>Services</b>							
Water	-	-	-	300	300	300	4,000
Professional Services NOS	13,350	57,956	79,827	297,000	298,250	0	180,000
Bank Services	300	63	-	100	100	100	100
Professional Services, Auditor	-	-	-	4,000	4,000	4,000	4,000
Professional Services, Legal	26,639	41,583	34,838	30,000	30,000	40,000	40,000
Advertising	-	35,100	65,000	65,000	87,900	50,000	50,000
Marketing	6,443	2,500	5,000	20,000	20,000	100,000	100,000
Cash on Hand Projects	-	24,969	2,310	267,500	300,500	1,125,000	1,125,000
Electricity	1,027	-	-	2,000	2,000	2,000	12,000
Other Services	47,969	1,300	10,000	43,075	38,000	0	0
<b>Subtotal Services</b>	<b>95,728</b>	<b>163,471</b>	<b>196,975</b>	<b>728,975</b>	<b>781,050</b>	<b>1,321,400</b>	<b>1,515,100</b>
<b>Miscellaneous</b>							
Seminars, Dues, Travel	610	12,737	8,928	27,000	24,860	11,360	15,000
Insurance, property	-	-	218	-	-	-	-
Other Sundry	18,710	100	1,500	1,000	1,000	1,200	1,200
<b>Subtotal Miscellaneous</b>	<b>19,320</b>	<b>12,837</b>	<b>10,646</b>	<b>28,000</b>	<b>25,860</b>	<b>12,560</b>	<b>16,200</b>
<b>Debt Service</b>							
Principal	838,363	277,849	774,277	160,000	-	-	-
Interest Expense	64,406	34,755	4,118	65,000	-	-	-
Total Debt Service	-	-	-	-	-	600,000	50,000
Due to City	-	-	50,000	50,000	150,000	-	-
<b>Subtotal Debt Service</b>	<b>902,769</b>	<b>312,604</b>	<b>828,395</b>	<b>275,000</b>	<b>150,000</b>	<b>600,000</b>	<b>50,000</b>
<b>Capital Outlay</b>							
Capital Outlay	-	-	-	-	-	-	400,000
<b>Subtotal Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>400,000</b>
<b>TOTAL EXPENDITURES</b>	<b>1,102,394</b>	<b>586,844</b>	<b>1,170,854</b>	<b>1,170,083</b>	<b>1,177,789</b>	<b>2,163,739</b>	<b>2,240,300</b>
<b>NET REVENUE LESS EXPENDITURES</b>	<b>(25,341)</b>	<b>491,481</b>	<b>(212,236)</b>	<b>30,037</b>	<b>(107,669)</b>	<b>(963,739)</b>	<b>(981,050)</b>
<b>BEGINNING FUND BALANCE</b>	<b>263,701</b>	<b>238,360</b>	<b>729,840</b>	<b>729,840</b>	<b>517,605</b>	<b>1,985,749</b>	<b>1,985,749</b>
<b>ENDING FUND BALANCE</b>	<b>238,360</b>	<b>729,840</b>	<b>517,605</b>	<b>759,877</b>	<b>914,190</b>	<b>1,022,010</b>	<b>1,004,699</b>

<b>RECAP</b>	
REVENUE	1,259,250
CASH ON HAND	1,985,749
TOTAL	3,244,999



## City Council Agenda Item # 7

**Title:** Consider authorizing the City Manager to sign a one-year contract extension for depository Services with Texas Gulf Bank.

**Date:** September 19, 2022

**From:** Cathy Ezell, Finance Director

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**Staff Recommendation:**

Staff recommends approval of the one-year extension.

**Item Summary:**

The current depository contract with Texas Gulf will expire November 30, 2021. This contract extension will be for one year. The charges of various fees will stay the same as under the current contract. The City has had a very good working relationship with Texas Gulf.

**Background Information:**

On September 16, 2019, City Council approved entering into a two-year contract with Texas Gulf Bank to provide the depository services to the City beginning December 1, 2019. The contract does allow the City the option for three (3) one-year extensions.

**Special Considerations:** N/A

**Financial Impact:**

The cost of services will remain the same.

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

**Supporting Documentation:**

Depository Bank Services Agreement  
Renewal Letter

## DEPOSITORY BANK SERVICES AGREEMENT

**THIS DEPOSITORY BANK SERVICES AGREEMENT** hereinafter called the "Agreement", is made and entered into on the date last herein written by and between the City of Freeport, Texas, hereinafter called the "City", and Texas Gulf Bank, N.A. a banking association, organized under the law of the United States and authorized by law to do banking business in the State of Texas, hereinafter called the "Bank", and provides as follows:

1. **Designation of Depository.** The City, through action of the City Council, on September 16, 2019, hereby designates Bank as a primary depository bank for the period beginning December 1, 2019, and continuing through November 30, 2021, with the option for three (3) one-year extensions under the same terms and conditions.
2. **General.** All services rendered to City by Bank under this Agreement shall be performed in accordance with accepted commercial banking standards for public fund organizations and under the overall direction and instructions of City pursuant to Bank's standard operations, policies, and procedures.
3. **Scope of Services.** Bank agrees to provide those services as described in the City of Freeport, Texas Request for Application for Depository Bank Services released on July 8, 2018 hereinafter referred to as the "RFA". The RFA and Bank's response to the RFA, hereinafter referred to as the "Application", are incorporated herein by reference. Bank acknowledges that all services performed by Bank are subject to the approval of City.
4. **City Representatives.** During the term of this Agreement, City will, through appropriate action of its City Council, designate the officer, or officers, who singly or jointly will be authorized to represent and act on behalf of City in any and all matters of every kind arising under this Agreement and to (a) appoint and designate, from time to time, a person or persons who may request withdrawals, orders for payment or transfer on behalf of City in accordance with the electronic funds or funds transfer agreement and addenda, and (b) make withdrawals or transfer by written instrument.
5. **Custodian.** City and Bank, by execution of this Agreement, hereby designate TIB – The Independent Bankersbank, N.A. as custodian, hereinafter called "Custodian", to hold in trust, according to the terms and conditions of this Agreement, the collateral described and pledged by Bank in accordance with the provisions of this Agreement.
6. **Custodian Fees.** Any and all fees associated with Custodian's holding of collateral for the benefit of City will be paid by Bank and City will have no liability therefore.
7. **Entire Agreement.** The entire agreement between Bank and City shall consist of this Agreement, City's RFA (except to the extent Bank took specific exceptions in the Bank's Application), Bank's Application, the Custodial Agreement with Custodian, and other such bank service agreements, policies and documents as may be required and approved by the parties (together, the "Banking Agreements"), each incorporated by reference as they presently exist and each listed in governing order of precedence in the event of conflict among the documents. This Agreement supersedes any and all prior representations, statements, and agreements, whether written or oral. The terms and provisions of this Agreement may not be amended, altered, or waived except by mutual agreement evidenced by a written instrument signed by duly authorized representatives of both parties.
8. **Collateralization.** All funds on deposit with Bank to the credit of City shall be secured by collateral as provided for in the Public Funds Investment Act (Chapter 2256 of the Texas Government Code

as amended), the Public Funds Collateral Act (Chapter 2257 of the Texas Government Code), City's Investment Policy, and Bank's Application.

If marketable securities are pledged, the total market value of the securities securing such deposits will be in an amount at least equal to the minimum required amount as per City's Investment Policy. The market value of any pledged securities (collateral) will be obtained from non-Bank-affiliated sources. Bank will monitor and maintain the required collateral margins and levels at all times.

Bank has heretofore, or will immediately hereafter, deliver to Custodian collateral of the kind and character above mentioned of sufficient amount and market value to provide adequate collateral for the funds of City deposited with Bank. Custodian will accept said collateral and hold the same in trust for the purposes herein stated. Said collateral or substitute collateral, as hereinafter provided for, shall be kept and retained by Custodian in trust so long as deposits of City remain with Bank. Bank hereby grants a security interest in such collateral to City.

If at any time the collateral in the hands of Custodian shall have a market value in excess of the required balances, City may authorize the withdrawal of a specified amount of collateral, and Custodian shall deliver this amount of collateral (and no more) to Bank.

If surety bonds or letters of credit are utilized, City shall agree as to the issuer and form of contract prior to the pledge. The amount of surety bonds or letters of credit will be at least equal to the minimum required amount as per City's Investment Policy. The termination or expiration of any surety bond or letter of credit shall be a minimum of two (2) business days after City anticipates withdrawing the secured deposit.

9. **Successors.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. Whenever a reference is made herein to either party, such reference shall include the party's successors and assigns.

10. **Compensation.** City and Bank agree that any compensation for the performance of all duties and services is set forth in the Application accepted by City. Except as may otherwise be provided in the Banking Agreements, said compensation shall constitute full payment for all services, liaison, products, materials, and equipment required to provide the professional banking services, including services, materials, training, equipment, travel, overhead, and expenses. Fees shall be fixed for the term of the Banking Agreements, including all extensions.

11. **Consideration.** The Banking Agreements are executed by the parties hereto without coercion or duress and for substantial consideration, the sufficiency of which is forever confessed.

12. **Counterparts.** The Banking Agreements may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes. A facsimile signature will also be deemed to constitute an original if properly executed.

13. **Authority to Execute.** The individuals executing the Banking Agreements on behalf of the respective parties below represent to each other and to others that all appropriate and necessary action has been taken to authorize the individual who is executing the Banking Agreements to do so for and on behalf of the party for which his or her signature appears, that there are no other parties or entities required to execute the Banking Agreements in order for the same to be authorized and binding on the party for whom the individual is signing and that each individual affixing his or her signature hereto is authorized to do so.

14. **Governing Law and Venue.** This Agreement shall be governed by the laws of the State of Texas. Brazoria County will be the venue for any lawsuit arising out of this Agreement.

15. **Notices.** Except as may otherwise be specified in the applicable service-level agreements and/or set-up forms, any demand, notice, request, instruction, designation, or other communication(s) required in writing under this Agreement shall be personally delivered or sent certified mail, return receipt requested, to the other party as follows:

Bank: Mary L. Henson, Chief Operations Officer  
Texas Gulf Bank, N.A.  
1717 North Velasco Street  
Angleton, Texas 77515

City: Stephanie Russell, Finance Director  
City of Freeport  
200 W 2nd Street  
Freeport, Texas 77541

Changes to notice information may be made by either party with written notification to the other party.

16. **Severability.** If any provision of this Agreement is held to be illegal, invalid, or unenforceable by a court of competent jurisdiction, the parties, shall, if possible, agree on a legal, valid, and enforceable substitute provision that is as similar in effect to the illegal, invalid, or unenforceable provision as possible. The remaining portion of the Agreement not declared illegal, invalid, or unenforceable shall remain valid and in full force and effect for the term remaining.


17. **Binding Commitment.** Bank hereby acknowledges itself duly and firmly bound for the faithful performance of all the duties and obligations required by applicable law, including the Government Code and Texas Local Government Code, such that all funds deposited with it as depository shall be faithfully kept by it and accounted for according to law.

18. **Termination.** This Agreement may be terminated by either party, with or without cause, by giving ninety (90) days prior written notice to the other party. Notices will be delivered as required and addressed in item 15.


19. **Continuation.** Unless this Agreement is terminated sooner, Bank's designation as the primary City Depository will remain continuously in effect through November 30, 2021 subject to execution of the extension options if applicable.

Executed by the undersigned duly authorized officers of the parties hereto:

**CITY OF FREEPORT, TEXAS**

By:   
Name: Timothy Kelly  
Title: City Manager  
Date: 10/4/19

**TEXAS GULF BANK, N.A.**

By:   
Name: Mary L. Henson  
Title: Chief Operations Officer  
Date: 9-23-19

ATTEST:

By: 

ATTEST

By: 

Name: Betty Wells  
Title: City Secretary

Name: Cari Wallace  
Title: VP Operations



**Brooks Bass**  
Mayor

**Tim Kelty**  
City Manager

September 19, 2022

Ms. Mary L. Henson  
Chief Operations Officer  
Texas Gulf Bank, N.A.  
1717 North Velasco Street  
Angleton, Texas 77515

RE: City of Freeport Depository Services Contract Extension 2022-2023 – Delivered via U.S. Postal service and emailed to [MHenson@TexasGulfBank.com](mailto:MHenson@TexasGulfBank.com)

Dear Ms. Henson:

The expiration of the first of three (3) one-year terms of the Depository Services Agreement is November 30, 2022. The City is opting to exercise the second of the three (3) one-year contract extension options provided for in the Agreement to extend the term through November 30, 2023 under the same terms and conditions.

To confirm the Bank’s acceptance of this contract extension, please complete the section below and return a copy of this letter to me.

We have appreciated our business relationship with you and the Bank over the term of the current depository contract and look forward to the extended term.

Should you have any questions or need additional information or explanation, please contact me at 979.871.0107.

Sincerely,

Cathy Ezell  
Finance Director

**TEXAS GULF BANK, N.A.**

**ACCEPTED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINTED NAME:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_





## City Council Agenda Item # 8

**Title:** Discuss and Approve FEMA American Firefighter Grant for training in the amount of \$113,953.00

**Date:** September 14, 2022

**From:** Christopher D. Motley, Fire Chief/EMC

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**Staff Recommendation:** Staff recommends the approval of accepting FEMA American Firefighter Grant program in the amount of \$113,953.00.

**Item Summary:** The FEMA AGF was applied for in February 2, 2022 for departmental training, a response vehicle for wildland firefighting, and the S.A.F.E.R. grant funding for additional staffing. On August 19, 2022, the department was notified by email that it has been awarded a training grant for the amount of \$113,953.00. This grant covers training tuition (\$38,175.00) and personnel (\$75,778.00). The awarded entity is responsible for ten percent cost share for a total of \$10,359.37.

**Background Information:** The purpose of the AFG Program is to enhance the safety of the public and firefighters with respect to fire and fire-related hazards. The program provides direct financial assistance to eligible fire departments.

The funds provide critically needed resources that equip and train emergency personnel to recognized standards, enhance operational efficiencies, foster interoperability, and support community resilience.

This FEMA AFG program addresses the department strategic plan for personnel training.

**Special Considerations:** N/A

**Financial Impact:** No impact. The Cost share portion can be addressed in the existing training budget for personnel. The cost share is \$10,359.37.

**Board or 3<sup>rd</sup> Party recommendation:** No

**Supporting Documentation:** Internal memorandum, email of award notification.





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

*131 East 4<sup>th</sup> Street*  
*Freeport, Texas 77541*  
*Phone (979) 233-2111*  
*Fax (979) 233-4103*

Christopher Motley  
Chief / EMC

Mike Praslicka  
EMS Coordinator

Jason Shafer  
Fire Marshal

To: Tim Kelty  
City Manager

From: Christopher D. Motley   
Fire Chief / EMC

Date: September 12, 2022

Re: FEMA AFG Grant EMW-2021-FG-06616

On August 19, 2022, I was informed by email that the department received a FEMA AFG grant for training in the amount of \$113,953.00 (Federal share: \$103,593.63/Local Share: \$10,359.37). The department will be able to address the matching portion within the departments annual budget.

This grant covers training tuition (\$38,175.00) and personnel (\$75,778.00).

## Christopher Motley

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**From:** FEMA GO <no-reply@fema.dhs.gov>  
**Sent:** Friday, August 19, 2022 6:23 AM  
**To:** Christopher Motley  
**Cc:** Mike Praslicka; srussell@freeport.tx.us; Catherine Ezell; Christopher Motley  
**Subject:** Award Notification (Application Number: EMW-2021-FG-06616)

Dear Chris,

Congratulations! Your grant application submitted under the Grant Programs Directorate's Fiscal Year (FY) 2021 Assistance to Firefighters Grants has been approved for award.

Please use the FEMA GO system at <https://go.fema.gov> to accept or decline your award. Please note that you will have thirty (30) days from the date of this award notification to either accept or decline the award, and that the award must be accepted or declined by an Authorized Organization Representative (AOR) within the FEMA GO system. Instructions for registering within the system and becoming an AOR are available at <https://www.fema.gov/gmm-training-resources>.

Once you are in the system and made an AOR for your organization, your home page will be the first screen you see. You will see a section entitled My Grants. In this section, please select the award acceptance link for EMW-2021-FG-06616 under Fiscal Year (FY) 2021 Assistance to Firefighters Grants. View your award package and indicate your acceptance or declination of award. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

If you have questions on using the FEMA GO system, please reach out to the FEMA GO Help Desk (1-877-585-3242). For programmatic questions about your grant, please reach out to the AFG Helpdesk (firegrants@fema.dhs.gov / 1-866-274-0960).

All recipients are required to comply with FEMA EHP Policy Guidance. This EHP Policy Guidance can be found in [FEMA Policy \(FP\) 108-023-1, Environmental Planning and Historic Preservation Policy Guidance](#).

Sincerely,

Grants Management Branch

Assistance to Firefighters Grants

Department of Homeland Security / FEMA



## City Council Agenda Item # 9

**Title:** Consideration of appointing a representative of the City Council to serve on the HGAC 2023 General Assembly.

**Date:** September 19, 2022

**From:** Tim Kelty, City Manager

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**Staff Recommendation:**

Staff recommends appointment of an elected representatives of the City Council to serve as the City’s Representative and Alternate.

**Item Summary:**

As a member of the Houston Galveston Area Council (HGAC), the City may select one elected official from its Council to serve on the HGAC General Assembly, and one elected official to serve as Alternate.

The HGAC General Assembly meets twice per year. Once for an organizational meeting, at which representatives are elected to serve on the HGAC Board of Directors (including 2 members from Small Home Rule cities like Freeport - under 25,000), and one Annual Meeting held in the first quarter of each year.

**Background Information:**

HGAC is a regional coalition of Cities, Counties, and ISDs that serves the interests of the areas Government agencies. It focuses on Transportation Planning, Development, Public Procurement, and much more.

**Special Considerations:**

Previously Councilman Pena was appointed as the City’s representative and Councilman Cain was appointed as the Alternate. Both have expressed willingness to continue to serve in these roles.

**Financial Impact:**

N/A

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

Na

**Supporting Documentation:**

Letter from HGAC requesting appointment and appointment form.

**DESIGNATION OF REPRESENTATIVE AND ALTERNATE  
HOUSTON-GALVESTON AREA COUNCIL  
2023 GENERAL ASSEMBLY**

\*\*\*\*\*

**BE IT RESOLVED**, by the Mayor and City Council of \_\_\_\_\_, Texas that \_\_\_\_\_ be, and is hereby designated as its Representative to the **GENERAL ASSEMBLY** of the Houston-Galveston Area Council for the year 2023.

FURTHER, that the Official Alternate authorized to serve as the voting representative should the hereinabove named representative become ineligible, or should he/she resign, is \_\_\_\_\_.

**THAT** the Executive Director of the Houston-Galveston Area Council be notified of the designation of the hereinabove named representative and alternate.

**PASSED AND ADOPTED**, this \_\_\_\_ day of \_\_\_\_\_, 2022.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_



**To:** Mayors – Home Rule Cities  
**Subject:** 2023 General Assembly Designations  
**From:** Chuck Wemple  
**Date:** September 7, 2022

The end of the year is quickly approaching, and the Houston-Galveston Area Council is looking ahead to 2023. We are continuously working to better serve our member governments. In that spirit, we are bringing the conversation to your communities to hear more about your needs and how we can work together to improve quality of life across the region. These interactive, town-hall style meetings are designed to hear from you, and to help us plan for and implement ways to better serve you and your community. Beyond these meetings, however, one of the best ways to contribute to the regional discussion is to stay engaged with us, and you can do this by appointing elected representatives from your county to be an active member in our regional conversations and decision-making.

H-GAC is asking you to be a part of this next year of service by designating representatives to our General Assembly. H-GAC bylaws allow each Home Rule City member to designate an elected official from your city to represent you at the annual General Assembly. There, the representatives will elect two members to represent Home Rule Cities on the H-GAC Board of Directors and two members to serve as alternates.

I have attached the nomination form on which you can designate your representatives. Please email the completed form to [Laura.Parker@h-gac.com](mailto:Laura.Parker@h-gac.com). If more information concerning General Assembly and Board of Directors membership would be useful, please **contact** me at 713-993-4514 or Rick Guerrero at 713-993-4598.

A dinner meeting of Home Rule city representatives is scheduled for **Thursday, November 3 at 6:30 pm to 9:00 pm**. It will be at the Embassy Suites Houston West-Katy (16435 Katy Freeway, Houston, TX, 77094). At that meeting, your 2023 Home Rule Cities' representatives will be elected to the H-GAC Board of Directors.

Thank you for your continuing participation and support for the Houston-Galveston Area Council. We are looking forward to working with you.

Sincerely,

  
Charles Wemple (Sep 8, 2022 19:01 CDT)

Chuck Wemple

Attachment



## City Council Agenda Item # 10

**Title:** Discussion and possible action regarding the proposal from Bickerstaff, Heath, Delgado, Acosta, LLP for facilitation of redistricting of City Council Wards

**Date:** September 9, 2022

**From:** Tim Kelty, City Manager

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**Staff Recommendation:**

Staff recommends approval of the proposal.

**Item Summary:**

Bickerstaff has provided a proposal to facilitate the entire process of redistricting of City Council Wards for the city of Freeport. It would be about a three-month process that would involve significant Council consideration and public input. The estimated cost of their services is \$41,060

Following the decennial census, cities are required to consider and take action on the possible redistricting of City Council Wards. Wards are required to not vary in population by more than 10% between the most and least populous Ward. The last full redistricting that was adopted was in 2002.

Redistricting is usually a very complicated and sometimes contentious issue, and therefore it is recommended that an independent 3<sup>rd</sup> party be used to facilitate the process. Bickerstaff Heath Delgado Acosta LLP is a recognized law firm that has a specialty in this regard. They were recommended by both the City Attorney and the City of Clute, who used them successfully earlier this year

**Background Information:**

According to Sid Falk, attorney for Bickerstaff, the process for redistricting should be as follows:

1. An initial assessment is developed compiling all 2020 census information according Census Block, to determine the extent to which Ward populations may exceed the legal requirements, and a data base is built from that assessment.
2. The findings of the initial assessment are presented to City Council.
3. Council would adopt 2 resolutions, one setting Guidelines for the process and one establishing criteria for any potential changes.
4. Based on those Resolutions a number of sample plans are created and presented.

5. A live public line drawing session is facilitated by the consultant.
6. A public comment period is held followed by a public hearing regarding any options developed
7. Followed by adoption of a new Ward map. (which can change following public hearing and further council debate)

**Special Considerations:**

There is the potential that the initial assessment determines that redistricting is unnecessary. The deadline for adopting any redistricting would be the date when filing for Council opens in January for the May election. It is recommended that this process be completed by December.

**Financial Impact:** The Estimated cost of this effort is \$41,060

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

Na

**Supporting Documentation:** Proposal and letter of engagement.

# City of Freeport, Texas

## REDISTRICTING SERVICES PROPOSAL

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*Submitted by:*



September 6, 2022

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Contact: Sydney W. Falk, Jr.  
3711 South MoPac Expressway  
Building One, Suite 300  
Austin, TX 78746  
P: 512-472-8021  
F: 512-320-5638  
[sfalk@bickerstaff.com](mailto:sfalk@bickerstaff.com)  
[www.bickerstaff.com](http://www.bickerstaff.com)



## FIRM QUALIFICATIONS

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Bickerstaff Heath Delgado Acosta LLP (“Firm”) is an Austin-based law firm founded in 1980 that represents Texas cities, counties, colleges, schools, and special districts. Since its founding, the Firm has been involved with redistricting for the State of Texas as well as hundreds of Texas local government entities. The Firm proposes a comprehensive solution to the City of Freeport’s (“City”) redistricting needs and has the expertise and technology to provide full-scope redistricting services. *Although other firms offer redistricting services, we differ in several key areas:*

**More Experience** – 2021 marked the *fifth decennial redistricting cycle* that the Firm has provided redistricting services since our founding in 1980. We have worked for some of the largest cities in Texas – including (among others) Houston, Dallas, San Antonio, and El Paso, along with numerous small and medium-sized cities throughout Texas. The geographic reach of our redistricting practice is statewide, and our attorneys regularly present redistricting topics at state and national conferences. For example, the Firm’s co-founder Bob Heath presented *Decision #1: Data* (addressing the data available to redistricting professionals and the critical choices that must be made) at the 2019 National Conference of State Legislatures Capitol Forum in Phoenix. He also presented *Evenwel v. Abbott: Redistricting and the Meaning of Political Representation* at the 2016 American Bar Association Conference in San Francisco. Additionally, our firm has extensive experience representing government clients regarding the federal Voting Rights Act, a critical component of the redistricting process.

**Governmental Focus** – We have substantial legal practice experience with Texas local government entities and thus are sensitive to the complex legal issues they face -- including the often-unique election, governance, and open government law issues dealt with on a regular basis by cities, counties, and other types of local governments in Texas.

**Higher Capacity** – With 23 attorneys and 22 support staff, our firm is one of the largest in Texas with extensive, longstanding, statewide redistricting practice experience. We will assign a dedicated team of attorneys, GIS specialists, and other support staff to ensure the full redistricting process is completed according to the City’s schedule and specific needs.

**Customized Approach** – We recognize the redistricting needs of municipalities will vary greatly, which is why we will work with the City Council to prepare plans based on the specific concerns of the City. The redistricting process typically occurs only once per decade; therefore, it is vital for the City to capitalize on this opportunity to address a range of practical concerns under federal, state, and local law, some of which may include:

- ◆ Establishment of Process Within Home Rule City Charter Requirements and Redistricting Commission Structure
- ◆ Rebalance of Population in City Council Wards

- Review and Legal Analysis of Minority Majority Wards, if any, and
- Election Precinct Coordination and Adjustment

The Firm will work closely with the City to assess specific needs and deliver a final product that will be useful for the decade following the current redistricting cycle.

**Technology** – The Firm utilizes the latest technology in order to meet client needs in several areas, including:

- **Quality Maps** – The Firm utilizes Edge2020 Redistricting Software to evaluate the 2020 Census data in order to provide clients with an Initial Assessment. In previous years, we have used AutoBound Redistricting Software, and Edge2020 represents the next generation of this redistricting software developed by Citygate GIS. Edge2020 exports seamlessly with ESRI map products and allows the export of all redistricting data for use in most standard mapping software. The redistricting software is uniquely specialized to perform all types of analyses required for the development and evaluation of redistricting plans and exports data that is compatible with ArcGIS 10.0 software. In addition, we have the capability to produce a variety of printed map sizes, including large-format printing through the use of an in-house plotter. Our GIS staff can prepare detailed large-format maps and export those maps into both PDF and graphic formats if clients choose to do their own printing.
- **Virtual Meetings** – Some clients prefer to meet via videoconference in order to reduce travel costs. If requested, the Firm will utilize the GoToMeeting platform to present the initial redistricting assessment, host drawing sessions, or for other requested meetings. We also have access to the Microsoft Teams and Zoom online meeting platforms should either need to be utilized during the City’s redistricting project.
- **In-Person Attendance** – We frequently attend meetings in person to deliver redistricting presentations. If needed, we have the capacity to bring laptops, a projector, and other technology to the meetings that may be useful to clients with limited on-site technology.
- **Website Posts** – The Firm can assist the City in developing public notices, timelines, and map files for posting to the City’s website.

**Savings** – We offer cost-saving approaches, such as virtual meetings and drawing sessions, which some clients prefer to utilize. We believe clients should have the flexibility to develop a budget that works for their needs. We are happy to work with the City to develop a budget and find additional ways of reducing costs.

## Redistricting Team

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The redistricting team below highlights our depth of experience and availability to staff the City's redistricting project.

### **Sydney W. Falk, Jr., Partner**

Prior to joining the Firm, Syd Falk worked as a briefing attorney to the Hon. Will Garwood at the United States Court of Appeals for the Fifth Circuit. Syd graduated from the University of Texas School of Law in 1984 and is licensed to practice law by the Supreme Court of the State of Texas and is admitted to practice before the U.S. District Courts for the Northern, Southern, Eastern, and Western Districts of Texas, the U.S. Courts of Appeals for the Fifth and Ninth Circuits, and the Supreme Court of the United States.

As one of the Firm's senior redistricting attorneys, Syd has substantial experience having served as a redistricting attorney or team leader on dozens of redistricting projects in 1991, 2001, and 2011. He has been responsible for redistricting by Texas local government entities of all types, including cities, counties, school districts, and special districts. In the 2001 redistricting cycle, he worked on the redistricting of Missouri City, Bexar County, Dallas County, Tarrant County, Dallas ISD, Austin ISD, and dozens of others. In the 2011 cycle, he represented (among others) the cities of Colorado City, Lockhart, Bryan, Brenham, and Stockdale; Bexar, Wilson, Brazos, Waller, Llano, and Schleicher counties; and Bryan ISD.

Syd also has experience handling voting rights litigation, both through his work on cases handled by the Firm and as a former Fifth Circuit briefing attorney. He defended Dallas County and Bexar County in lawsuits challenging abolishment of justice precincts (from which JPs and constables are elected) -- the counties prevailed in those cases. He was co-counsel with Bob Heath in the *Chen v. City of Houston* case and participated with other Firm attorneys in the 1991 *Campos v. City of Houston* litigation -- the City of Houston prevailed in those cases. More recently, he defended Bexar County in a case challenging the County's elimination of a Justice of the Peace position -- that case settled, and the abolition of the JP position stood.

Prior to obtaining his law degree, Syd received a Ph.D. in Astronomy (theoretical astrophysics) from the University of Texas at Austin and performed post-doctoral work at CalTech and the University of Chicago. He was an Assistant Professor of Astronomy at the University of Texas at Austin for four years, and he was also a science consultant at the Los Alamos National Laboratory from 1980-1986. Syd's background in mathematics and statistics is valuable in analyzing relevant redistricting statistics and expert testimony in voting rights cases.

### **C. Robert Heath, Partner**

Prior to co-founding the firm Bickerstaff & Heath, Bob Heath served as Chair of the Opinion Committee at the Office of the Attorney General of Texas. He graduated from the University of

Texas School of Law in 1972. He is licensed to practice law by the Supreme Court of the State of Texas and is admitted to practice before the U.S. District Courts for the Northern, Southern, Eastern and Western Districts of Texas, U.S. Court of Appeals for the Fifth Circuit, and the Supreme Court of the United States.

Bob has more than 40 years of experience as a redistricting attorney. He has been lead counsel on many redistricting cases and is a frequent speaker on redistricting topics at state and national conferences. Notable examples of his publications and presentations include:

- *America Votes! Challenges Facing Modern Election Law & Voting Rights*, Co-author of the second, third, and fourth editions of the ABA publication
- *Decision #1: Data*, 2019 National Conference of State Legislatures Capitol Forum (Phoenix)
- *Evenwel v. Abbott: Redistricting and the Meaning of Political Representation*, 2016 American Bar Association Conference (San Francisco)
- *Applying a Bi-Racial Jurisprudence in a Tri-Ethnic World*, 2015 American Bar Association Conference (Chicago)
- *Voting Rights Symposium*, Panelist, St. Mary's University School of Law

Bob has extensive experience representing governmental entities in voting rights lawsuits. A notable suit includes *Chen v. City of Houston*, 206 F.3d 502 (5th Cir. 2000), in which the city obtained a summary judgement dismissing a *Shaw v. Reno* challenge to its council districts.

Additionally, Bob authored an amicus brief on behalf of Harris County in the U.S. Supreme Court Case *Evenwel v. Abbott*. The suit attempted to require the use of voter-eligible population (e.g., citizen-voting-age population) in the allocation of state legislative seats. If the plaintiffs had been successful, it would have resulted in Harris County losing two to three state representative seats. Additionally, it would have made it more difficult to draw districts where Hispanics had an equal opportunity to be elected. The constitutional issue of the appropriate measure of population was one that the Firm had successfully litigated in the Fifth Circuit and in defending against petitions for certiorari in *Chen* and in *Lepak v. City of Irving*. The U.S. Supreme Court sustained Harris County's position.

Bob has also spoken and delivered papers on redistricting throughout the United States and is recognized as an expert in this area of law. His article, *Managing the Political Thicket: Developing Objective Standards in Voting Rights Litigation*, 21 Stetson L. Rev. 819 (1992) was quoted and cited by the United States Supreme Court in *Holder v. Hall*, 512 U.S. 874, 889 (1994) (O'Connor, J., concurring).

### **Gunnar P. Seaquist, Partner**

Prior to joining the Firm, Gunnar Seaquist worked as an Assistant Attorney General in the General Litigation Division of the Office of the Attorney General of Texas. He graduated from Baylor University School of Law in 2006 and is licensed to practice law by the Supreme Court of the State of Texas, and he is admitted to practice before the U.S. District Courts for the Northern, Southern, Eastern, and Western Districts of Texas, and U.S. Court of Appeals for the Fifth Circuit.

Gunnar has recently counseled two Texas cities on voting-related charter amendments, and he regularly assists the Firm's senior redistricting team with voting rights and litigation issues as noted in the examples below: Gunnar regularly assists the Firm's senior redistricting team with voting rights and litigation issues as noted in the examples below:

- Assisted Bob Heath in defending the City of Grand Prairie in a redistricting challenge under the U.S. Constitution and Section 2 of the Voting Rights Act; drafting of an amicus curie brief on behalf of Harris County in the *Evenwel v. Abbott* U.S. Supreme Court Case; and defending the City of Pasadena in a redistricting challenge under the U.S. Constitution and Section 2 of the Voting Rights Act.
- Assisted in the redistricting of Beaumont ISD with a specific focus on ensuring compliance with federal voting rights laws and analyzing and preventing litigation risks.
- Led the Firm's efforts in a mid-decade redistricting project for the City of Mesquite.

### **Sherry McCall, Senior GIS Specialist**

Sherry McCall is the Firm's senior redistricting and GIS specialist. She manages the Firm's GIS technicians, handles or supervises the technical drawings of maps, and works closely with our attorneys and election specialists to compile the various technical reports and maps required for redistricting clients.

Prior to joining the Firm more than 23 years ago, Sherry was a research analyst at the Texas Education Agency, where she helped implement the agency's first GIS system. She has data programming experience and has worked extensively with data from the Texas Education Agency, the U.S. Census Bureau, and the Texas Legislative Council. Sherry will be responsible for the preparation of all data used for a redistricting project. She assists our attorneys in analyzing population/voting data and relevant historical elections, and in developing the analyses needed for redistricting projects. She also provides analyses, exhibits, and support for the Firm's redistricting and other litigation. Sherry received her B.A. from the University of North Texas in 1991. (She is not an attorney and is not licensed to practice law.)

## Scope of Services

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1. Initial schedule planning. The Firm will consult with the City Council and establish a schedule for performance of the various tasks for which the Firm has been engaged. This would include scheduling council meetings, work sessions, and public meetings; establishing target dates for presentation of the proposed plans for City Council consideration and/or for public discussion; and establishing target deadlines for City Council adoption of a redistricting plan. The Firm will advise the City Council and clearly define the Council's responsibility in the redistricting process.
2. Preliminary tasks. We will collect data for current boundaries and other factors and verify the accuracy of this data with the City. Current data for council wards and boundaries will be input into the Firm's GIS software.
3. Initial Assessment. The Firm will analyze whether current city council wards have become sufficiently unbalanced in population as to require the City to engage in redistricting. The Initial Assessment will consist of a presentation and discussion with the City Council. If the council wards are determined to be out of population balance, we will outline the City's obligations and produce a timeline for completing the remainder of the redistricting process.
4. Development and adoption of criteria for redistricting. If the council wards are found to be out of balance, the Firm will assist the City Council in identifying and adopting practical and legal criteria to be followed during the redistricting process. In light of *Shaw v. Reno*-type cases concerning gerrymandering and the standards that have emerged from them, this is a critical element of a successful redistricting process and important to establishing defensibility of an adopted plan against later litigation.
5. Develop redistricting plans. The Firm will develop redistricting plans for council wards using the Firm's GIS and demographic capabilities. The Firm will work with the City Council to develop plans that take into account, consistent with the applicable legal requirements, the various practical considerations the City determines are relevant. Under our approach, we may first ask individual council members to respond to a questionnaire to help us understand their interests and concerns as we propose adjustments to the population in their respective wards. We anticipate that a number of plans may be developed, each responding to a different set of considerations proposed by the City Council. Modifications or refinements may be required before a particular plan is determined to be acceptable.
6. Advise the City regarding the merits of plan(s). The Firm will advise the City Council of the relative legal and practical merits of particular plans under consideration. As requested, members of the Firm will attend City Council meetings to discuss and present plan options. The Firm will provide written materials in support or explanation of any plans evaluated

by the Firm at the City's request. In addition, we will provide an independent assessment of any plans. This assessment will verify whether and how the plan under consideration satisfies the applicable legal standards and whether the adopted redistricting criteria have been followed.

7. Public input, deliberation, and adoption of final plan. Typically, one or more plans proposed by the City will be presented for public comment. Depending on the City's preferences and cost-savings approach, the Firm will either (a) conduct public presentations of proposed plans and summarize public comments, or (b) direct the City to prepare a recording of the public input meeting in order for the Firm to review. Depending on the comments received, the City may wish to adopt a final trustee plan directly following the public meeting.
8. Post-project support. The Firm will remain available to the City to deliver maps and answer any remaining questions at the conclusion of the project and provide other assistance as requested.
9. Litigation. In the event there is actual litigation or threatened litigation, the Firm will be available to counsel the City about the likely merits of any suit or claim brought or anticipated to be brought imminently, or to defend the challenge.

## Compensation

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The basic pricing structure for our services is outlined below, and we have also prepared an estimated budget for the City's redistricting project, which is included as a separate document from this proposal. However, the ultimate project costs will largely be affected by choices the City makes, such as whether the City Council wants attorneys to attend meetings in person rather than appearing remotely, the time it takes for the City Council to agree on a final plan, etc.

### Initial Assessment

#### **Hourly Fee Basis (plus out-of-pocket expenses)**

The Initial Assessment will consist of the preliminary tasks, post-census initial data analysis, and a presentation and discussion of the Firm's findings with the City Council. If the City is found to be out of balance, we will develop a detailed budget, outline the City's obligations, and produce a timeline for completing the remainder of the redistricting process. Our fee for the preparation and presentation of the Initial Assessment is based on the hourly rates of the respective lawyers, specialists, and paralegals who perform the services, plus out-of-pocket expenses and travel time. These rates vary depending on the expertise and experience of the individual performing the work and are indicated below.

- ◆ Senior Attorney: \$420-\$480 per hour
- ◆ Other Attorney: \$250-\$375 per hour
- ◆ GIS Specialist: \$230 per hour
- ◆ Paralegal: \$180 per hour

Time will be billed also for any required input adjustments to city limit or ward boundaries the City provides, for example, but not limited to, if city limits or ward boundaries do not follow census geography, or if digital files provided by the City otherwise require manual manipulation to be used.

If the Initial Assessment reveals that the City is balanced, and the City decides not to redistrict, no other fees will be assessed unless additional services are requested.

### **Redistricting Process**

#### **Hourly Fee Basis (plus out-of-pocket expenses)**

If the Firm's analysis shows redistricting is required, we would proceed with the redistricting process at the Firm's hourly rates, including for travel and travel time. These rates vary depending on the expertise and experience of the individual performing the work and are indicated below.

- ◆ Senior Attorney: \$420-\$480 per hour
- ◆ Other Attorney: \$250-\$375 per hour
- ◆ GIS Specialist: \$230 per hour
- ◆ Paralegal: \$180 per hour

## **Representative Clients**

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The Firm has represented a large number of political subdivisions across Texas in redistricting matters. We have included a representative listing of our municipal redistricting clients below. A more extensive list is available upon request.

- ◆ City of Brenham
- ◆ City of Bryan
- ◆ City of Clute
- ◆ City of Corpus Christi
- ◆ City of Fulshear



- **City of Galveston**
- **City of Katy**
- **City of San Antonio**
- **City of Sugar Land**

## Proposed City of Freeport 2022 Redistricting Budget

	Partner \$480	Senior GIS \$230	Para \$180	Reimbursable Expenses
<b>I. PRELIMINARY WORK</b>				
Initial schedule planning	2	2	1	
Gather Data and input benchmark	0	8	1	
Geocode incumbents	0	3	0	
Identify and begin other Census-related tasks	1	2	0	
<b>II. INITIAL ASSESSMENT (IA)</b>				
Preparation of initial assessment	4	4	2	
<b>III. CONSULT WITH CLIENT AND DEVELOP AND ADOPT CRITERIA</b>				
Initial Consultation (meeting) with City Council	4	4	1	
Notice of public meeting (criteria)/translate	1	0	2	\$50.00
Geocode locations (polling places, and facilities)	0	3	2	
Draft resolution on criteria & process	2	0	2	
<b>ADVICE/CONSULTATION Total Hours</b>	<b>14</b>	<b>26</b>	<b>11</b>	
<b>ADVICE/CONSULTATION Total Cost</b>	<b>\$6,720</b>	<b>\$5,980</b>	<b>\$1,980</b>	
<b>IV. DEVELOP REDISTRICTING PLANS</b>				
Build first illustrative plan for City Ward Districts	2	4	1	
Build second illustrative plan for City Ward Districts	1	3	1	
Build third illustrative plan for City Ward Districts	1	3	1	
Meeting with Council for Drawing Plan (1)	3	3	1	
<b>DEVELOP REDISTRICTING PLANS Total Hours</b>	<b>7</b>	<b>13</b>	<b>4</b>	
<b>DEVELOP REDISTRICTING PLANS Total Cost</b>	<b>\$3,360</b>	<b>\$2,990</b>	<b>\$720</b>	
<b>V. PUBLIC HEARINGS AND ADOPTION OF PLAN</b>				
Prepare for and conduct public hearing/adoption of Final Plan (1)	6	6	2	
Translate hearing notices/submission notice into Spanish	0	0	4	\$200.00
Large Format Maps for Posting at Hearings (\$50.00 x 2 maps)				\$100.00
<b>PUBLIC HEARINGS AND ADOPTION OF PLAN Total Hours</b>	<b>6</b>	<b>6</b>	<b>6</b>	
<b>PUBLIC HEARINGS AND ADOPTION OF PLAN Total Cost</b>	<b>\$2,880</b>	<b>\$1,380</b>	<b>\$1,080</b>	
<b>VI. REQUIRED DISSEMINATION OF REDISTRICTING PLANS</b>				
Maps/demographic information to City	0	3	1	
Submit Adopted Redistricting Plan to County Elections' Department	0	2	1	
Send digital mapping files as client directs	0	1	1	
Prepare any additionally requested maps	0	0	1	
<b>DISSEMINATION OF PLANS Total Hours</b>	<b>0</b>	<b>6</b>	<b>4</b>	
<b>DISSEMINATION OF PLANS Total Cost</b>	<b>\$0</b>	<b>\$1,380</b>	<b>\$720</b>	
<b>VII. TRAVEL TIME TO MEETINGS (3) - (IA, Drawing, Public Hearing)</b>				
<b>TRAVEL TO MEETINGS Total Cost</b>	<b>24</b>	<b>0</b>	<b>0</b>	
	<b>\$11,520</b>	<b>\$0</b>	<b>\$0</b>	
<b>Total Attorney Hours</b>	<b>27</b>			
<b>Total GIS Hours</b>	<b>51</b>			
<b>Total Paralegal Hours</b>	<b>25</b>			
<b>GRAND TOTALS</b>	<b>\$24,480</b>	<b>\$11,730</b>	<b>\$4,500</b>	<b>\$350.00</b>
<b>TOTAL FOR ALL</b>		<b>\$41,060</b>		
<b>TOTAL HOURS</b>		<b>103</b>		

\* Hours allocated to plans are for city ward districts that follow existing Census geography.  
This budget includes three City Ward District plans and utilizes city provided GIS data.

# Bickerstaff Heath Delgado Acosta LLP

3711 S. MoPac Expy., Building 1, Suite 300, Austin, Texas 78746

## ENGAGEMENT AGREEMENT

This agreement sets forth the standard terms of our engagement as your attorneys. Unless modified in writing by mutual agreement, these terms will be an integral part of our agreement with you. Therefore, we ask that you review this agreement carefully and contact us promptly if you have any questions. Please retain this agreement in your file.

Identity of Client. We will be representing the interests of the City of Freeport, Texas (the "City").

Attorneys. Bickerstaff Heath Delgado Acosta LLP is engaged by you as your attorneys, and I, Sydney W. Falk, Jr., will be the partner who will coordinate and supervise the services we perform on your behalf. We routinely delegate selected responsibilities to other persons in our Firm when, because of special expertise, time availability or other reasons, they are in a better position to carry them out. In addition, we will try, where feasible and appropriate, to delegate tasks to persons who can properly perform them at the least cost to you.

The Scope of Our Work. You should have a clear understanding of the legal services we will provide. We will provide services related only to matters as to which we have been specifically engaged. Although in the future we may from time to time be employed on other matters, our present relationship is limited to representing the above-named client in the matters described in **Exhibit A**. We will at all times act on your behalf to the best of our ability. Any expressions on our part concerning the outcome of your legal matters are expressions of our best professional judgment, but are not guarantees. Such opinions are necessarily limited by our knowledge of the facts and are based on the state of the law at the time they are expressed. We cannot guarantee the success of any given matter, but we will strive to represent your interests professionally and efficiently.

Fees for Legal Services. Our charges for professional services are customarily based on the time devoted to the matter, the novelty and difficulty of the questions presented, the requisite experience, reputation and skill required to deal with those questions, time limitations imposed by the circumstances, and the amount involved and the results obtained. Unless otherwise indicated in writing, our fees for legal services are determined on the basis of the hourly rates of the respective lawyers and other timekeepers who perform the services. These rates vary depending on the expertise and experience of the individual. We will only adjust these rates with your consent and will notify you in writing if this fee structure is modified. The initial agreed billing rates for attorneys and other timekeepers engaged on your work are attached as **Exhibit B**.

Other Charges. All out-of-pocket expenses (such as copying charges, travel expenses, messenger expenses, filing and other court costs, and the like) incurred by us in connection with our representation of you will be billed to you as a separate item on your statement. A description of the most common expenses is included as **Exhibit C** and agreed to as part of this agreement.

Billing Procedures and Terms of Payment. Our billing period begins on the 16<sup>th</sup> of the month and ends on the 15<sup>th</sup> of the following month. We will render periodic invoices to you for legal services and expenses. We usually mail these periodic invoices on or before the last day of the month following the latest date covered in the statement. Each invoice is due upon receipt, must be paid in U.S. Dollars, and is considered delinquent if not paid in full within 30 days of its stated date. Payment must be made to the Firm at 3711 S. MoPac Expressway, Building One, Suite 300, Austin, Texas, 78746. We will include all information reasonably requested by you on all invoices and will reference any purchase order number provided by you. Payment and interest, if any, will comply with the Prompt Payment Act (Texas Government Code Chapter 2251), if applicable, for any final invoices. If you have any question or disagreement about any invoice that we submit to you for payment, please contact me at your earliest convenience so that we can resolve any problems without delay. Typically, such questions or disagreements can be resolved to the satisfaction of both sides with little inconvenience or formality.

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Termination of Services. You have the right at any time to terminate our employment upon written notice to us, and if you do we will immediately cease to render additional services. We reserve the right to discontinue work on pending matters or terminate our attorney-client relationship with you at any time that payment of your account becomes delinquent, subject to Court approval if necessary. In the event that you fail to follow our advice and counsel, or otherwise fail to cooperate reasonably with us, we reserve the right to withdraw from representing you upon short notice, regardless of the status of your matter. No termination, whether by you or by us, will relieve you of the obligation to pay fees and expenses incurred prior to such termination.

Retention of Documents. Although we generally attempt to retain for a reasonable time copies of most documents in the possession of this Firm related to the matter(s) described in **Exhibit A**, we are not obligated to do so indefinitely, and we hereby expressly disclaim any responsibility or liability for failure to do so. We generally attempt to furnish copies of all documents and significant correspondence to you at the time they are created or received, and you agree to retain all originals and copies of documents you desire among your own files for future reference. This document serves as notice to you that we will destroy such materials in accordance with the Firm's record retention policy, which may be amended from time to time and a copy of which will be provided at your request. It is our Firm's policy to destroy all copies, whether in paper or electronic form, of materials in connection with the representation seven (7) years after the completion of our work relating to this engagement or the completion of a particular project under this engagement, unless and to the extent an exception recognized in our document retention policy or other legal requirement applies to some or all of the subject materials and requires retention for a longer period of time. The Firm also reserves the discretion to retain its records of pertinent documents relating to its ongoing representation of a client, e.g. in a general counsel capacity. If you would like to obtain copies of materials in the Firm's possession related to this matter prior to the scheduled destruction of the materials, please notify the Firm. Because you will have been furnished with copies of all relevant materials contained in our files during the course of the active phase of our representation, if you later ask us to retrieve and deliver materials contained in a file that has been closed, you agree that we will be entitled to be paid a reasonable charge for the cost of retrieving the file, and identifying, reproducing, and delivering the requested materials to you.

Fee Estimates. We are often requested to estimate the amount of fees and costs likely to be incurred in connection with a particular matter. Our attorneys do their best to estimate fees and expenses for particular matters when asked to do so. However, an estimate is just that, and the fees and expenses required are ultimately a function of many conditions over which we have little or no control, especially in litigation or negotiation situations where the extent of necessary legal services may depend to a significant degree upon the tactics of the opposition. Unless otherwise agreed in writing with respect to a specific matter, all estimates made by us will be subject to your agreement and understanding that such estimates do not constitute maximum or fixed-fee quotations and that the ultimate cost is frequently more or less than the amount estimated.

Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, United States of America, without giving effect to its choice of law's provisions. Venue of any case or controversy arising under or pursuant to this Agreement will be exclusively in Travis County, Texas, United States of America.

Standards of Professionalism and Attorney Complaint Information. Pursuant to rules promulgated by the Texas Supreme Court and the State Bar of Texas, we hereby advise you that the State Bar of Texas investigates and prosecutes complaints of professional misconduct against attorneys licensed in Texas. Information on the grievance procedures is available from the State Bar of Texas, and any questions you have about the disciplinary process should be addressed to the Office of the General Counsel of the State Bar of Texas, which you may call toll free at 1-800-932-1900.

Questions. If you have any questions from time to time about any aspect of our arrangements, please feel free to raise those questions. We want to proceed in our work for you with your clear and satisfactory understanding about every aspect of our billing and payment policies; and we encourage an open and frank discussion of any or all of the matters addressed in this agreement.

Acceptance of Terms. If this arrangement is acceptable to the City, please sign the enclosed duplicate original of this agreement and return it and the required retainer to us at your earliest convenience. We truly appreciate the opportunity to be of service to you and look forward to working with you in a mutually beneficial relationship.

**AGREED TO AND ACCEPTED**

CITY OF FREEPORT, TEXAS

By: \_\_\_\_\_

\_\_\_\_\_

[Printed name]

Title: \_\_\_\_\_

Date: \_\_\_\_\_

cc: Billing Department

BICKERSTAFF HEATH DELGADO ACOSTA LLP

By:  \_\_\_\_\_

**Sydney W. Falk, Jr.**

Date: September 6, 2022

**Exhibit A – Scope of Services**  
Bickerstaff Heath Delgado Acosta LLP

While we agree that in the future we may from time to time be employed on other matters, this agreement provides that our relationship is limited to representing and counseling you in connection with the following:

- Redistricting services based on 2020 census data for the City of Freeport, Texas; and
- Other legal services assigned or requested, only if the scope of which is confirmed by you in writing at the time of assignment.

Other legal services not assigned or requested, and confirmed in writing, are specifically not within the scope of our representation.

**Exhibit B – Billing Rates**  
Bickerstaff Heath Delgado Acosta LLP

**Initial Assessment and Set-up**

**Hourly Fee Basis (plus out-of-pocket expenses)**

The Initial Assessment will consist of the preliminary tasks, post-census initial data analysis, and a presentation and discussion of the Firm's findings with the City Council. If the council wards are found to be out of balance, we will on request develop a detailed budget, outline the City's obligations, and produce a timeline for completing the remainder of the redistricting process. Our fee for the preparation and presentation of the Initial Assessment is based on the hourly rates of the respective lawyers, specialists, and paralegals who perform the services, plus out-of-pocket expenses, and travel time. These rates vary depending on the expertise and experience of the individual performing the work and are indicated below.

Senior Attorney:	\$420-\$480 per hour
Other Attorney:	\$250-\$375 per hour
GIS Specialist:	\$230 per hour
Paralegal:	\$180 per hour

Time will be billed also for any required input adjustments to city limit or ward boundaries the City provides, for example, but not limited to, if city limits or ward boundaries do not follow census geography, or if digital files provided by the City otherwise require manual manipulation to be used. If the Initial Assessment reveals that the council wards are balanced, and the City decides not to redistrict, no other fees will be assessed unless additional services are requested.

**Redistricting Process**

**Hourly Fee Basis (plus out-of-pocket expenses)**

Unless otherwise indicated in writing, our fees for legal services related to redistricting are determined on the basis of the hourly rates of the respective lawyers, paralegals, and specialists who perform the services, including for travel time, plus out-of-pocket expenses. These rates vary depending on the expertise and experience of the individual and are indicated below.

Senior Attorneys:	\$420-\$480 per hour
Other Attorneys:	\$250-\$375 per hour
GIS Specialist:	\$230 per hour
Paralegal:	\$180 per hour

## **Exhibit C—Client Costs Advanced**

### **Bickerstaff Heath Delgado Acosta LLP**

The firm incurs expenses on behalf of clients only when required by the legal needs of the clients. Some cases or matters require extensive use of outside copy facilities, and other cases may not be so paper-intensive. Standard services handled within the firm are not charged, and client specific expenses are billed to the client needing those services. An explanation of the billing structure is as follows:

#### Not Charged

Secretarial and word processing time, routine postage, file setup, file storage, local or ordinary long distance charges, fax charges, and computerized legal research data charges.

#### Delivery Services

Outside delivery services are used for pickup and delivery of documents to the client as well as to courts, agencies, and opposing parties. Outside delivery fees are charged to the client at the rate charged to the firm. Overnight delivery services are also charged at the rate charged to the firm. Firm Office Services Department personnel may provide delivery service in urgent situations and charges for such in-house service will not exceed the charge that would be made by an outside service in a similar situation.

#### Postage

Our postal equipment calculates exact U.S. postage for all sizes and weights of posted material. The rate charged for postage is the same as the amount affixed to the material that is mailed. We will not charge clients for postage on routine correspondence; however, the cost of large-volume mail, certified mail, or other additional mail services will be charged to the client.

#### Copies and Prints

Our standard rate for black and white copies and prints made by firm personnel is \$0.15 per page. Color copies and prints are charged at a standard rate of \$0.55 per page. These charges cover paper, equipment costs, and other supplies. If savings can be realized within the required time frame by sending copy jobs to subcontractors, the firm uses only qualified legal services copiers and the cost charged to the client is the same as the amount billed to the firm.

#### Phone Charges

Only charges for conference calls or international calls are charged, and charges are billed at the same amount billed to the firm by the outside provider.

#### Travel

Attorney and other timekeeper time spent traveling on behalf of a client is billed to the client. Hotel, meals, local transportation, and similar expenses are charged based on receipts and travel expense forms submitted by the attorney. Documentation is available to the client if requested.

#### Maps

Maps produced in conjunction with a project will be billed at \$50 for each 34 x 44 inch map and \$20 for each smaller map, plus cost (time fees) for preparation.

#### Other Expenses


Expenses incurred with outside providers in connection with the client's legal services will be paid by the client directly to the outside provider unless specifically arranged in advance. If the firm agrees to pay outside providers, the cost charged to the client is the same as the amount billed to the firm. Examples of such charges include: court reporter fees, filing fees, newspaper charges for publication notices, expert witness fees, consultants and other similar expenses.



**Exhibit D—Verification Required by Texas Government Code Chapter 2271**  
**Bickerstaff Heath Delgado Acosta LLP**

By signing below, Bickerstaff Heath Delgado Acosta LLP hereby verifies the following:

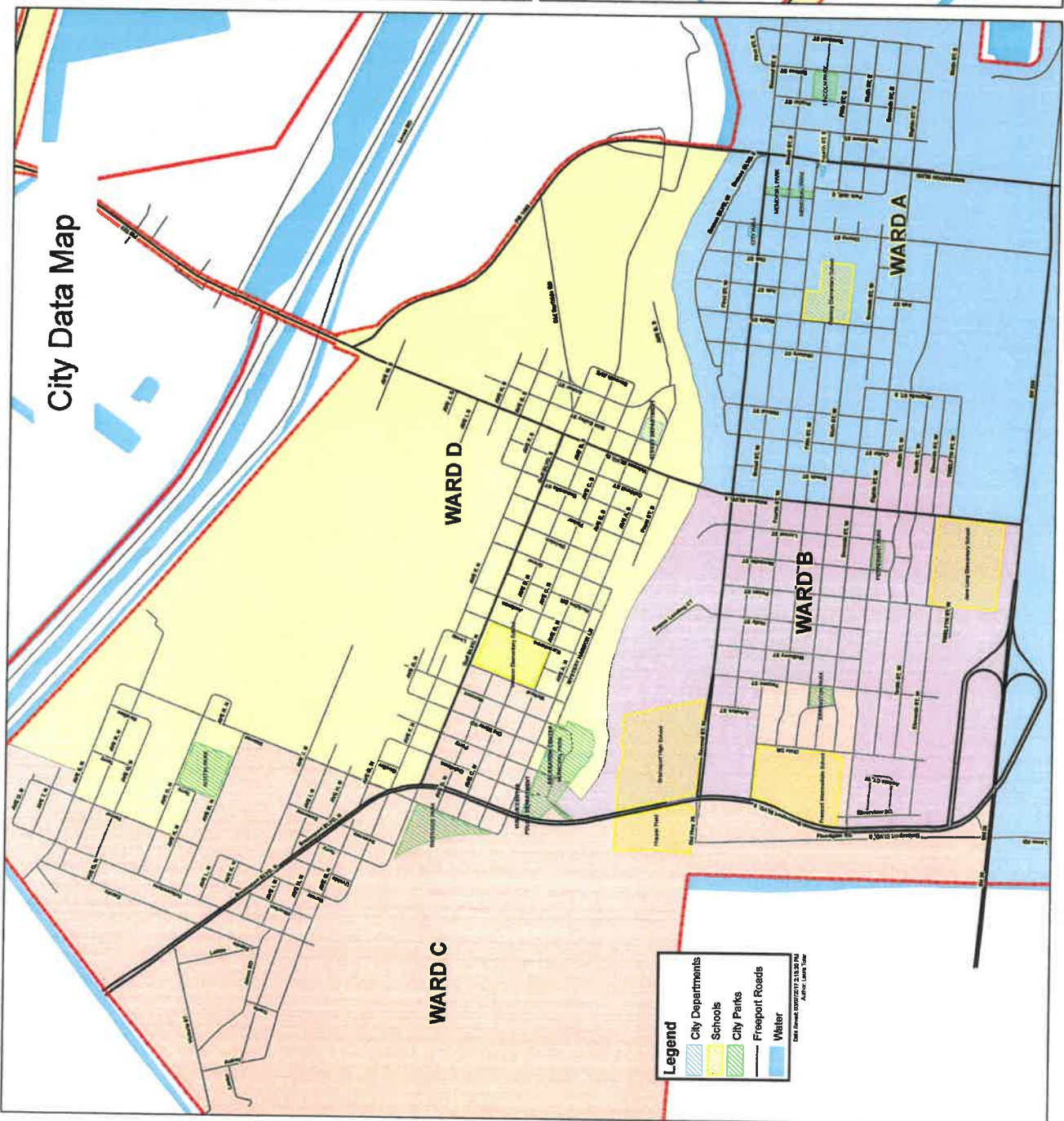
1. The Firm does not boycott Israel; and
2. The Firm will not boycott Israel during the term of this Engagement Agreement.

SIGNED BY:   
\_\_\_\_\_

**Sydney W. Falk, Jr.**

Date: September 6, 2022

This Verification is incorporated and made a part of the Engagement Agreement between Bickerstaff Heath Delgado Acosta LLP and the City of Freeport, Texas.





## City Council Agenda Item # 11

**Title:** Consider approving the increase in the cost of the asphalt street rehabilitation project for Fiscal Year 2022

**Date:** September 19, 2022

**From:** Cathy Ezell, Finance Director

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**Staff Recommendation:**

Staff recommends approval of the cost increase.

**Item Summary:**

The City enters into an interlocal agreement with Brazoria County for them to rehab asphalt allies and streets within the City. The estimated cost of the allies approved by City Council for FY2022 was \$382,973. That cost has increased to \$402,815.23. This is an increase of \$19,842.23.

**Background Information:**

On October 18, 2021 the list of allies was presented to City Council, and on November 1, 2021 the Council approved entering into an agreement with Brazoria County to rehab the allies that are contained in the agreement enclosed.

**Special Considerations:** N/A

**Financial Impact:**

The increased cost of \$19,872.23 will be funded by the 2020 bond funds.

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

**Supporting Documentation:**

Interlocal Agreement

THE STATE OF TEXAS    §  
                                  §  
COUNTY OF BRAZORIA   §

**INTERLOCAL AGREEMENT**  
**BETWEEN BRAZORIA COUNTY AND THE CITY OF FREEPORT**  
**IS22-0007**

This Agreement is made between BRAZORIA COUNTY and the CITY OF FREEPORT hereinafter referred to as the COUNTY and CITY respectively.

**RECITALS**

WHEREAS, the CITY wishes to repair all roads as listed on Exhibit "B"; and

WHEREAS, the CITY has requested the COUNTY'S assistance to providing labor and equipment to repair all roads as listed on Exhibit "B"; and

WHEREAS, the COUNTY has agreed to utilize Brazoria County Road & Bridge equipment and employees to perform this work pursuant to the authority of Tex. Transp. Code §251.015, and the Interlocal Cooperation Act, Tex. Gov. Code Sec. 791.001 et. Seq., subject to the conditions and limitations of this Agreement;

NOW THEREFORE, the CITY and COUNTY agree as follows:

- 1.01 COUNTY agrees to supply such equipment as may be necessary together with operators to repair all roads listed on Exhibit "B".
- 1.02 The CITY agrees to pay for material needed in the project directly to supplier, and in the event COUNTY costs in performing above-described work exceed \$10,000.00, the CITY shall pay, from the point in time that COUNTY'S costs equal the sum \$10,000.00, the labor costs and the hourly value of equipment used, plus any other costs associated with the use of the equipment. Though it is contemplated by this agreement that CITY will obtained the necessary design and engineering studies required by the project prior to the commencement of the work, CITY agrees to pay the reasonable cost of any design or engineering work obtained by COUNTY if it exceeds the sum of \$10,000.00. The value of equipment shall be those hourly rates which have been previously established by the COUNTY for each item of its equipment, multiplying the same by the number of hours, such equipment has been utilized in excess of the point in time when COUNTY's costs equaled the sum of \$10,000.00. COUNTY equipment utilized on site for the project shall be charged to CITY on a daily rate for each day it is on-site.
- 1.03 The parties intend that COUNTY, in performing such services, shall act as an independent contractor and shall have control of the work and the manner in which it is performed. COUNTY is not considered an agent or employee of CITY.

- 1.04 Each party agrees that payments for the performance of governmental functions or services shall be from current revenues available to the paying party and further that such payments shall fairly compensate the performing party for the service it supplies provides for the other party's benefit.
- 1.05 COUNTY does not warrant the suitability for this project of any material purchased by CITY from a third party which maintains a continuing contract with COUNTY. Any cost estimate made connection with this project is only an estimate and is not warranty of the final cost of the project.
- 1.06 To the extent permitted by law, CITY agrees to assume the risk of, fully indemnify, hold harmless and defend COUNTY, its agent, officers and employees from any and all loss, damage, cost demands and causes of action of any manner from the performance of the above referenced work.
- 1.07 COUNTY executes this Agreement by and through the County Judge acting pursuant to Order of the Commissioners Court so authorizing, and the CITY executes this Agreement by and through the President acting pursuant to authorizations of its Board of Trustees.
- 1.08 Nothing herein shall be constructed to make either party purchaser or consumer of goods or services from the other.
- 1.09 Nothing herein shall be constructed to create any rights in third parties.
- 1.10 Misspelling of one or more words in this agreement shall not void this agreement. Such misspelled words shall be read so as to have the meaning apparently intended by the parties.

IN TESTIMONY OF WHICH, witness our signatures on the execution dates herein below.

By: \_\_\_\_\_  
 CITY OF FREEPORT  
 MAYOR

By: \_\_\_\_\_  
 BRAZORIA COUNTY  
 COUNTY JUDGE

Date signed: \_\_\_\_\_

Date signed: \_\_\_\_\_

EXHIBIT "B"

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
S.Ave G.									
	Asphalt	700	20	3	110	330	256.67	59	\$ 15,143.33
	Crushed C	700	20	3	110	330	256.67	25.58	\$ 6,565.53
	Portland	700	20	8	4	32	24.89	198	\$ 4,928.00
	ABS-65	700	20	0.05	1	0.05	77.78	2.72	\$ 211.56
									total \$ 26,848.42

*Yupan  
to  
Dixie*

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Alley									
	Asphalt	950	18	3	110	330	313.50	59	\$ 18,496.50
	Crushed C	950	18	6	110	660	627.00	25.58	\$ 16,038.66
	Portland	950	18	8	4	32	30.40	198	\$ 6,019.20
	ABS-65	950	21	0.05	1	0.05	110.83	2.72	\$ 301.47
Entire									total \$ 40,855.83

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
S.Ave H									
	Asphalt	348	20	3	110	330	127.60	59	\$ 7,528.40
	Crushed C	348	20	3	110	330	127.60	25.58	\$ 3,264.01
	Portland	348	20	8	4	32	12.37	198	\$ 2,449.92
	ABS-65	348	20		0.05	1	773.33	2.72	\$ 2,103.47
									total \$ 15,345.79

*Velasco  
to  
Coldwell*

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
S.Ave.F									
	Asphalt	330	20	3	110	330	121.00	59	\$ 7,139.00
	Crushed C	330	20	3	110	330	121.00	25.58	\$ 3,095.18
	Portland	330	20	8	4	32	11.73	198	\$ 2,323.20
	ABS-65	330	21	1.6	1	0.05	38.50	2.72	\$ 104.72
Entire									total \$ 12,662.10

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Britt Bally									
	Asphalt	640	20	3	110	330	234.67	59	\$ 13,845.33
	Crushed C	640	20	3	110	330	234.67	25.58	\$ 6,002.77
	Portland	640	20	8	4	32	22.76	198	\$ 4,505.60
	ABS-65	640	20	0.05	1	0.05	71.11	2.72	\$ 193.42
Entire									total \$ 24,547.13

*Velasco  
to  
Archer*

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
S.Ave.M									
S.Ave.F	Asphalt	700	20	3	110	330	256.67	59	\$ 15,143.33
	Crushed C	700	20	3	110	330	256.67	25.58	\$ 6,565.53
	portland	700	20	8	4	32	24.89	198	\$ 4,928.00
	ABS-65	700	20	0.05	1	0.05	77.78	2.72	\$ 211.56
Entire									total \$ 26,848.42

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Archer									
	Asphalt	310	20	3	110	330	113.67	59	\$ 6,706.33
	Crushed C	310	20	3	110	330	113.67	25.58	\$ 2,907.59
	Portland	310	20	8	4	32	11.02	198	\$ 2,182.40
	ABS-65	310	20	0.05	1	0.05	34.44	2.72	\$ 93.69
Entire								total	\$ 11,890.02

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Skinner									
	Asphalt	3083	22	3	110	330	1243.48	59	\$ 73,365.12
	Crushed C	3083	22	3	110	330	1243.48	25.58	\$ 31,808.13
	Portland	3083	20		4	0	0.00	198	\$ -
	ABS-65	3083	22	8	1	1.9	14318.82	2.72	\$ 38,947.20
Entire								total	\$ 144,120.45

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Zapata									
	Asphalt	1642	20	3	110	330	602.07	59	\$ 35,521.93
	Crushed C	1642	20	3	110	330	602.07	25.58	\$ 15,400.87
	Portland	1642			4	0	0.00	198	\$ -
	ABS-65	1642	20	8	1.9	1.9	6932.89	2.72	\$ 18,857.46
Entire								total	\$ 69,780.26

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Travis									
	Asphalt	480	20	3	110	330	176.00	59	\$ 10,384.00
	Crushed C	480	20	3	110	330	176.00	25.58	\$ 4,502.08
	Portland	480	20	8	4	32	17.07	198	\$ 3,379.20
	ABS-65	480	20	0.05	1	0.05	53.33	2.72	\$ 145.07
Entire								total	\$ 18,410.35

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Ash									
	Asphalt	300	20	3	110	330	110.00	59	\$ 6,490.00
	Crushed C	300	20	3	110	330	110.00	25.58	\$ 2,813.80
	Portland	300	20	8	4	32	10.67	198	\$ 2,112.00
	ABS-65	300	20	0.05	1	0.05	33.33	2.72	\$ 90.67
Entire								total	\$ 11,506.47

CR	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
	Asphalt		21	3	110	330	0.00	59	\$ -
	Crushed C		6	4	110	440	0.00	25.58	\$ -
	portland					0	0.00	198	\$ -
	ABS-65		22	8	1	1.9	0.00	2.72	\$ -
								total	\$ -

4.

TOTAL FEET	0
TOTAL MILES	0.00

TOTAL ARP	\$ 402,815.23
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	Amount		
Portland	140.91	\$	32,827.52
ABS-65	22522.16	\$	61,260.26

West Service	0		
South Service	0.00		

2014



**City of Freeport  
Capital Projects  
Update as of August 31, 2022**

Project	Project Status	Budget/Estimated Cost	Spent To Date	Remaining Budget
<b>Fund 67 - 2021 CO Bond Fund</b>				
Lift Station 3, 4, and 14 Rehabilitation	Construction began and waiting on equipment	\$ 1,735,713.00	\$ 147,185.90	\$ 1,588,527.10
FM 1495 Water Line Relocation	AFA agreement signed. Contract awarded by TXDOT, local share remitted	395,476.84	395,476.84	-
Phase I SSOI Engineering	Engineering being done	215,926.36	22,974.00	192,952.36
Sanitary Sewer Collection GLO Project	Kickoff 2/25/22- Env. Complete, Engineering @90% Bids estimated for Nov.	59,316.26	-	59,316.26
Wastewater Treatment Plant Grant Match	Kickoff 2/25/22 - Eng. and Env. Review underway Bids estimated Mar. 2023	60,520.00	-	60,520.00
Avenue H Sewer Line Replacement Grant Match	approximately half the pipe has been installed	42,375.00	25,199.30	17,175.70
WWTP Improvements	Council Approved Task Authorization for Freese & Nichols engineering	1,928,630.00	-	1,928,630.00
Sewer Line Replacement SSOI	CCTV & Manhole inspections underway	443,350.38	-	443,350.38
<b>Total Fund 66 - 2021 CO Bond Fund</b>		<b>\$ 4,881,307.84</b>	<b>\$ 590,836.04</b>	<b>\$ 4,290,471.80</b>

**Fund 66 - 2020 CO Bond Fund**  
Streets & Drainage Projects

Total Budget for Street Projects				
2019-2020 Asphalt Streets - County Interlocal carried over to 2021	Complete	\$ 135,359.00	\$ 135,358.40	\$ 0.60
2020-2021 Asphalt Streets - County Interlocal	Complete	382,973.00	321,260.88	61,712.12
2020-2021 Water/Sewer Relocation - Asphalt Streets	Complete	230,704.84	230,704.84	-
2021-2022 Asphalt Streets - County Interlocal	Waiting on County to Start	382,973.00	-	382,973.00
2021-2022 Water Sewer Relocation - Asphalt Streets	Formally bid out.	25,000.00	-	25,000.00
2022 Phase 1 Concrete Streets - Engineering	In Construction Phase	285,130.00	276,706.74	8,423.26
2022 Phase 1 Concrete Streets - Construction	Construction completion estimated to be September 15	2,381,309.43	1,280,261.31	1,101,048.12
2022-2023 Phase 2 Concrete Streets - Engineering	Complete Bid awarded Construction observation remaining	426,380.00	357,972.38	68,407.62
2022-2023 Phase 2 Concrete Streets - Construction	Construction bid was awarded and waiting on contract	2,060,463.73	-	2,060,463.73
Velasco Pump Station Improvements	Complete	316,707.00	316,706.61	0.39
Heritage House Renovations	On Hold	375,000.00	-	375,000.00
City Hall Renovations	On Hold	998,000.00	87,812.69	910,187.31
<b>Total Funding Fund 66 - 2020 CO Bond Fund</b>		<b>\$ 8,000,000.00</b>	<b>\$ 3,006,783.85</b>	<b>\$ 4,993,216.15</b>

**Fund 14 - Streets & Drainage Funds**  
Sidewalk - Repairs & Replacement

2021-2022 Sidewalks - List	2021-2022 Sidewalks - List	\$ 150,000.00	\$ -	\$ 150,000.00
1022 W 11th - 100% Complete	1022 W 11th - 100% Complete			
Hickory/6th - 100% Complete	Hickory/6th - 100% Complete			
Beech/6th - 100% Complete	Beech/6th - 100% Complete			
Locust/6th - 100% Complete	Locust/6th - 100% Complete			
Holly/6th - 100% Complete	Holly/6th - 100% Complete			
Mulberry/6th - 100% Complete	Mulberry/6th - 100% Complete			
Yaupon/6th - 100% Complete	Yaupon/6th - 100% Complete			
Velasco Bridge/2nd Street 60% Complete	Velasco Bridge/2nd Street 60% Complete			
Avenue A - 0% Complete	Avenue A - 0% Complete			

2022-2023 Phase 2 Concrete Streets - Construction

Construction bid was awarded and waiting on contract  
Geotech Work

1,492,131.00

-

1,492,131.00

**Total Funding Fund 14 - Streets & Drainage Fund**

\$ 1,642,131.00 \$ - \$ 1,642,131.00

**Fund 21 - Facilities & Grounds CIP**

City Hall Renovations	On Hold				750,000.00		750,000.00
Wall Partition - Temp Wall - Museum	On Order				5,000.00		5,000.00
Museum Façade	On Hold				100,000.00		100,000.00
Fire Station 1 Decon Room Phase II	Completed			18,498.99			5,501.01
Prelim Architectural Study Station 1	Preliminary Architectural work has been authorized.				20,000.00		20,000.00
Old Fire Station Roof	Complete				36,000.00	48,710.00	(12,710.00)
Radio Antenna Repairs - Fire	Repair has begun				11,665.00	5,057.17	6,607.83
Greens Resurfacing	Project on hold till next Fiscal Year due to supply shortage				150,000.00		150,000.00
Cart Path Repair	80% Complete				10,000.00		10,000.00
Prelim Architectural Study Club House - Golf	Preliminary Design contract approved Kick-off meeting April 11th				30,000.00		30,000.00
Building Access Control - Police	Ordered				6,750.00		6,750.00
New Public Works Building	Complete			101,304.35			128,695.65
River Place Heating	Complete			32,000.00		35,673.00	(3,673.00)
Landing Repairs	Additional funding provided by EDC on hold pending public hearing				30,000.00		30,000.00
Walking Trail	Complete				300,000.00	139,735.03	160,264.97
Baseball Field @ Riverside Park	In Process				40,000.00	33,316.15	6,683.85
Pedestrian Bridge @ SFA Park	On Hold				75,000.00		75,000.00
	<b>Total Fund 21 - Facilities &amp; Grounds CIP</b>				<b>\$ 1,850,415.00</b>	<b>\$ 382,294.69</b>	<b>\$ 1,468,120.31</b>

**Fund 22 - Vehicle & Equipment Replacement Fund**

New F-250 - Fire	Complete				60,000.00	57,476.39	2,523.61
Radio Replacement - Fire	Complete				36,400.00	30,897.00	5,503.00
Replace 2 Ambulances	Ordered & Received Some Outfitting				600,000.00	118,167.90	481,832.10
Replace Fire Equipment - Grant Funds	Ordered				131,013.00	118,568.71	12,444.29
Tee Mower - Golf	Ordered				35,000.00		35,000.00
Pro Gator Spray Rig - Golf	Complete				38,000.00	43,326.69	(5,326.69)
Z Master 72 Mower - Golf	Put on Hold till Next Fiscal Year				6,000.00		6,000.00
Fairway Mower - Golf	Ordered				55,000.00		55,000.00
Generator - Police	Grant Has Been Awarded and Generator on Order				60,000.00	19,671.20	40,328.80
Radios Police - Grant Funds	Complete				124,990.00	121,486.38	3,503.62
Vehicle Replacement - Police	Ordered				80,000.00	73,421.56	6,578.44
Tire Balancer	Complete				8,000.00	7,999.00	1.00
4 Work Trucks - Public Works	Complete				160,000.00	155,662.00	4,338.00
Jet Trailer	Complete				70,000.00	70,896.80	(896.80)
Vac Truck	Complete				85,000.00	67,567.50	17,432.50
Backhoe	Complete				48,800.00	48,800.00	-
Striping Machine	Complete				8,000.00	7,710.00	290.00
Generators	Have Applied for \$1,020,000 in Grants for 4 City Buildings & 3 Lift Stations				60,000.00		60,000.00
	<b>Total Fund 22 - Vehicle &amp; Equipment Replacement</b>				<b>1,666,203.00</b>	<b>941,651.13</b>	<b>724,551.87</b>

**Fund 23 - Technology Fund**

Security Logging Software - Police	Ordered	\$	35,000.00	\$	17,322.00	\$	17,678.00
Server Replacement/Network Upgrade - Police	Obtaining Quotes		65,000.00		-		65,000.00
Hardware & Software for Dispatch	Obtaining Quotes		22,000.00		-		
		\$	122,000.00	\$	17,322.00	\$	82,678.00

**Grant Funded Projects**

CDBG MIT 2016 HUD - Sanitary Sewer Collection System SSOI	Kickoff February 25, 2022 - Engineering and Env. Review underway	\$	5,931,626.00	\$	37,202.50	\$	5,894,423.50
CDGB MIT Harvey - Wastewater Treatment Plant Improvements	Kickoff February 25, 2022 - Engineering and Env. Review underway		5,991,468.00		20,442.91		5,971,025.09
CDBG - Bar Screen Replacement	Complete		193,271.00		170,328.45		22,942.55
CDBG - Avenue H Sewer Line Replacement	Construction began		260,000.00		-		260,000.00
FEMA River Bank Erosion Project - Hurricane Harvey	Asked for an extension and Rescope. A new project manager has been assigned. Continuing to meet with TDEM and FEMA.		285,793.00		-		285,793.00
		\$	12,662,158.00	\$	227,973.86	\$	12,434,184.14

**Other Projects**

Incube Migration Project	Financial System and Utility Billing Complete. Court and HR in progress		208,000.00		54,733.25		153,266.75
CitizenServe	Contract awarded implementation begun						

**Items approved for 2022 EDC additional Funding**

Project	Available General Fund Budgeted	Project Actual Costs	EDC Funding
Senior Baseball Field Lighting	\$19,406.87	\$38,098.87	\$18,692.10
Landing Rebuild	\$30,000.00	\$65,000.00	\$35,000.00
Entry Palms Replacement	\$0	\$27,780.00	\$27,780.00
Entry Lighting	\$0	\$13,260.00	\$13,260.00
Beach Tractor Replacement	\$0	\$48,800.00	\$48,800.00
Rec Center sand filters/Slide Pump/Dog House	\$0	\$14,150.00	\$14,150.00
<b>Totals</b>		<b>\$207,088.87</b>	<b>\$157,682.10</b>

Senior Field - the City reconstructed the Infield, Leveled Outfield, Repaired Dugouts and installed new outfield fencing. The Lighting was Budgeted in the project as well but after further inspections the wiring had been removed in the past. With the new wiring, the installation will need additional funding of \$18,692.10. Once this field is complete, all 5 baseball and softball fields will be complete with lighting.

Landing Rebuild - the City budgeted \$30,000 this fiscal year for repairs to the Landing on the River. The additional \$35,000.00 funding will cover the preliminary quotes received by the City. The increase in material costs has driven the project costs up.

Entry Palms - the City lost the majority of the Palm trees at the entrance on 288 during the winter storm. Insurance did not cover this damage. this is a non budgeted item and the cost to remove the existing and replace the Palm trees is \$27,780.00. The new palm trees are 9' Florida Sabal and are cold hardy to -15 degrees.

Entry Lighting - this is a non budgeted item, that has been requested recently to be installed in the entry. The City would install Ten 20ft poles with each pole having 2 LED street lights positioned to light up the entry. The cost for material and installation is \$13,260.00

New Beach Tractor - this is a non budgeted, emergency needed purchase to maintain the beach. The City's 2005 tractor that has been utilized for raking and cleaning the beach is non operable due to the transmission gears. The City has received quotes to tear apart the machine to determine necessary repairs. This option to repair will cost the city an estimated \$30,000 for a 2005 tractor with a lot of issues, due to the wear and tear of operation on the beach and the salt water. The City has received quotes to replace this tractor with a new one for a cost of \$48,800.00

Rec Center Swimming pool repairs - this is a non budgeted item, the sand filters for the swimming pool (2) of the (3) need replacement. The filters have holes that are beyond repair. The re-circulating pump for the slide is OOS and in need of replacement. The dog house that houses the electrical components is in disrepair and needs to be replaced.

# Community Development



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

**Building Permits & Inspections**

**Health Permits & Inspections**

**Code Enforcement**

**Planning & Zoning**

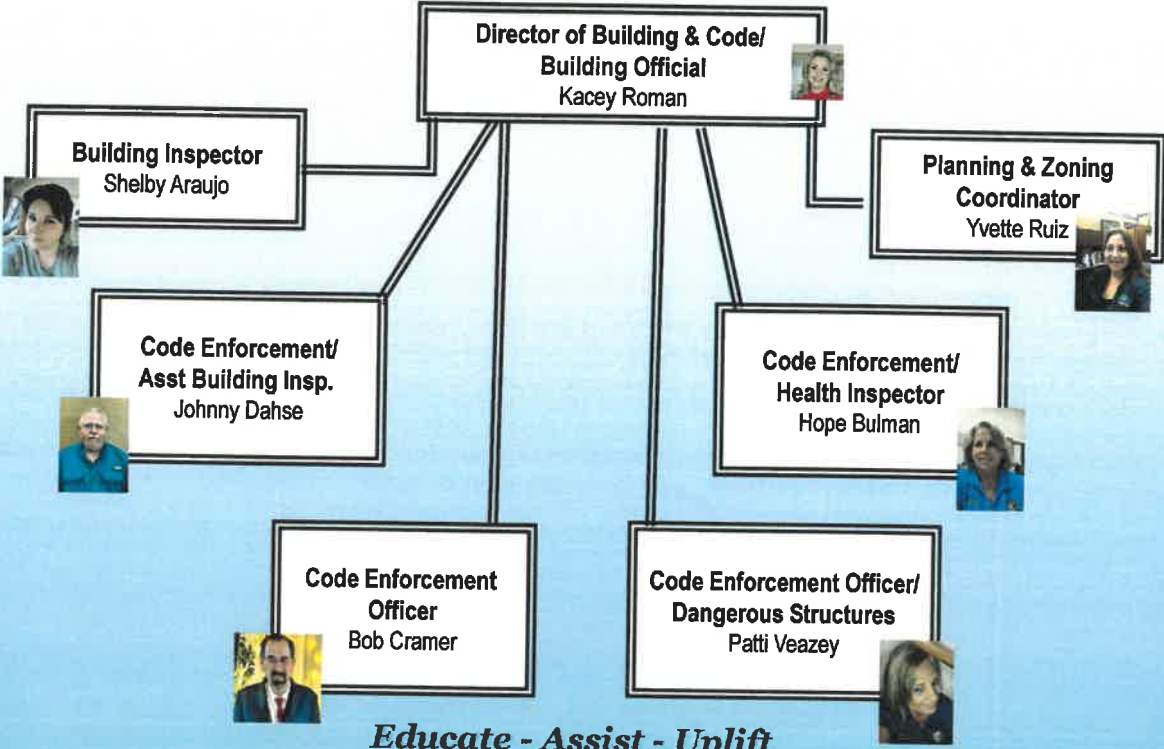
**Short Term Rental Inspections**

**Board of Adjustments**

**Permit Desk Operations**

***Educate - Assist - Uplift***

# Community Development



*Educate - Assist - Uplift*

# Food Service Excellence Awards



Memorial Child Care	99
Marias Kitchen	98
Billy's Donuts	98
Buc-ee's #8	100
Brazosport Cares	98
Freeport Elementary	100
Freeport Intermediate	99
Lanier Middle School	99
Velasco Elementary	100

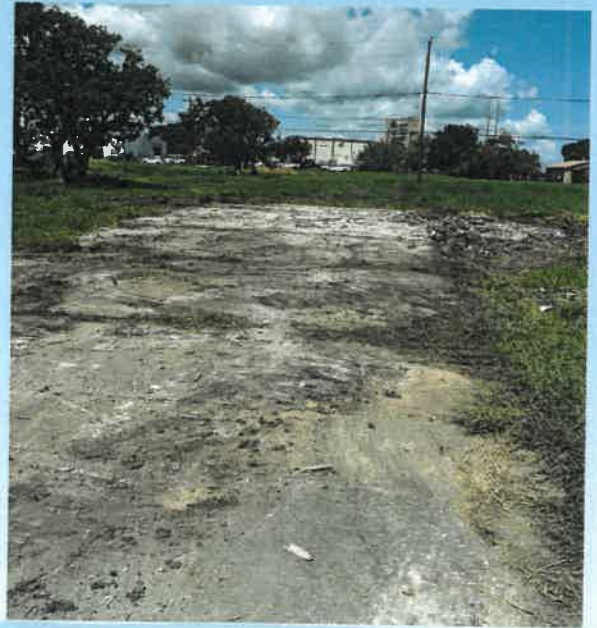
## Demolitions



**210 E. Broad**



## Demolitions



**502 E. Broad**

## Demolitions



**503 E. 2nd**

# Demolitions



311 W. 2nd

## Demolitions



**231 E. 2nd**

## **Code Enforcement Progress**



**1324 Gulf Blvd**

## Code Enforcement Progress



**1222 W 5th**

## **Planning & Zoning**

Mr. Jeff Pena presented a plan for a Short-Term Rental apartment style development on the ground floor of 112 W. Broad. He asked that the Board remove the section of the ordinance that prohibits ground floor residential.

Several residents spoke on behalf of existing non-conforming residential homes in the Downtown Zone, and their concerns about losing their non-conforming status if damaged over 50%. If a hurricane damaged their homes, they would not be allowed to rebuild.

The Planning and Zoning Commission voted to allow residential construction in the Downtown Zone.

## Citizen Concerns

### **Concern: Michael Smythe – stated that he tried to contact the Permit Department and has not been contacted back.**

On May 11, 2020, Royal Air pulled a permit to conduct work at 1630 W. 6<sup>th</sup> Street. Unfortunately, they never called for an inspection.

On August 18, 2020, Mr. Smythe contacted Inspector Daniel Ramirez to do an inspection, which failed. On August 24, 2020, Mr. Smythe called for re-inspection by Daniel Ramirez, which also failed. The City was never contacted again for another inspection.

Mr. Smythe has met with myself, Kacey Roman, on 2 occasions in August 2022 prior to the City Council meeting, and also called and spoke with me on two other occasions. I contacted Royal Air on three separate occasions requesting that they fulfil their obligation and install the A/C unit to Code. They have not returned any phone calls. Unfortunately, I was out sick the week before the Council Meeting, and was unable to speak with Mr. Smythe during that time.

Even though this is a Civil Matter, I have repeatedly called the contractor and tried to get them to take responsibility for their actions. It is their responsibility to install the Air Conditioning to code, and to pass all inspections before completing the job. I will be reporting their negligence to the Texas Department of Licensing and Regulations.



## **Pro-Active EDC Walk Through Inspections**

The Building Official and Fire Marshal have conducted proactive inspections for the EDC on all EDC owned properties. Reports are being prepared for each property on repair recommendations, zoning and code requirements, etc. See attached reports.



REPORT OF INSPECTION

Date of Inspection: August 4, 2022
Address: 80 Oak St., Freeport, Texas – Vacant Lot with Parking
Owner: Freeport Economic Development Corporation

AN INSPECTION OF THE PROPERTY WAS MADE BY THE BUILDING OFFICIAL AND THE FOLLOWING DEFICIENCIES WERE FOUND AT THE TIME OF THE INSPECTION:

- 1. Open structure: open/broken windows or doors.
2. Unstable structure: rotten, broken, and/or termite infested structural members such as beams, roof rafters, ceiling and joist, sills, top plates and studs.
3. Roof failure: roof leaking, sagging, missing all or part of roof.
4. Structural failure: collapse or threat of collapse concerning walls, beams, headers, floor and ceiling joist.
5. Foundation failure: breaking, cracking, moving, or settling of slab, pier, beam, or footing that has caused damage to the structure.
6. Absence of fixtures: sinks, lavatories, water closets.
7. Absence of plumbing: venting, water and waste lines missing or in need of repair.
8. Absence of power distribution equipment: electrical service panel, breakers, wiring, outlets, fixtures missing or in need of repair.
9. Building must be vacated within thirty (30) days of receiving this notice.

Notes:

This is an empty lot that is on both sides of the Levee zoned W-1, Waterfront - Resort and Marina .

It is important to note that half of the parking area from 301 W. Brazos is on the property belonging to 80 Oak St, which might cause problems if the lot is sold separately.

A brief summary of the Zoning Restrictions and Regulations on are the following page.

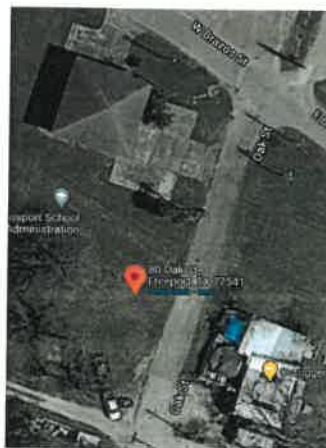
Kacey Roman - Director of Building & Code/Building Official
Jason Shafer - Fire Marshal

Table with columns for Repair or Demolish, Zoning, Non-Conforming, and Type of Structure. Includes rows for Demolish Only, Zoning (W-1), Front Setback, Side Setback, Rear Setback, Use, and various building types like Single Family House, Multi-Family House (Duplex), etc.

## W-1 Zoning Requirements

Suitable for mixed use development including residential, marina retail, office space, and tourism with natural relation to location along waterfront

<b>Max Bld Coverage</b>	75%
<b>Max Height</b>	100 ft
<b>Min. Lot Area sq ft</b>	2,500 sq ft
<b>Min Width</b>	25
<b>Side Setback</b>	10
<b>Rear Setback</b>	10
<b>Front Setback</b>	25
<b>Side Street Setback</b>	10
<b>Specific Use Permit from Planning &amp; Zoning</b>	Public Assembly, Bowling, Vehicle Sales, Boat Launch, Marine Fuel, Oil Field Storage, Seafood Handling & Sales, Wholesale Trade
<b>Temporary Uses Only</b>	Const Office, Const Dumpster, Portable Storage,
<b>Limited Uses</b>	Provide/Maintain Public Access to Waterfront, RV Park, Package Liquor





**REPORT OF INSPECTION**

Date of Inspection: July 28, 2022  
 Address: 208 W. Park Ave  
 Owner: Freeport Economic Development Corporation

**AN INSPECTION OF THE PROPERTY WAS MADE BY THE BUILDING OFFICIAL AND THE FOLLOWING DEFICIENCIES WERE FOUND AT THE TIME OF THE INSPECTION:**

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- 6. Absence of fixtures: sinks, lavatories, water closets.
- 7. Absence of plumbing: venting, water and waste lines missing or in need of repair.
- 8. Absence of power distribution equipment: electrical service panel, breakers, wiring, outlets, fixtures missing or in need of repair.
- 9. Building must be vacated within thirty (30) days of receiving this notice.

Notes:

Structure was not built to commercial standards. Thin metal roof lacks appropriate support.  
No weatherproofing. No support walls.

Recommend immediate demolition. Recommend to leave concrete foundation, as removal may damage building walls and foundations on either side of the property.

Kacey Roman - Director of Building & Code/Building Official  
 Jason Shafer - Fire Marshal

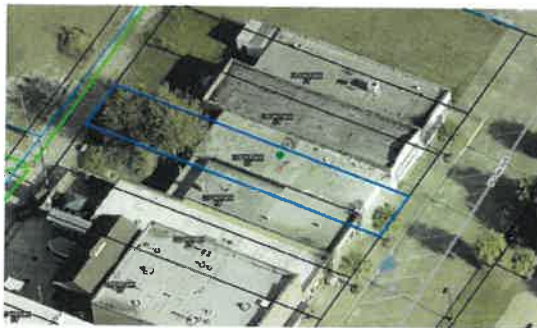
<b>Repair or Demolish</b>	<b>Demolish</b>	<b>Type of Structure</b>	
<b>Demolish Only</b>	<u>x</u>	<b>Single Family House</b>	
		<b>Multi-Family House (Duplex)</b>	
<b>Zoning</b>	<u>DT/TC</u>	<b>Garage Apartment</b>	
		<b>Garage</b>	
<b>Non-Conforming</b>		<b>Storage Building</b>	
<b>Front Setback</b>		<b>Commercial Building</b>	<u>x</u>
<b>Side Setback</b>		<b>Apartment Complex</b>	
<b>Rear Setback</b>			
<b>Use</b>			

## DT/TC Zoning Requirements

This district is designed to enhance the economic development and quality of life for the citizens of Freeport, residents of the district, and visitors. The district serves to promote access by the general public to enjoy its beauty, balanced with development as a place of residence and commerce. The district is designed to preserve and enhance Freeport's established downtown with a compact pedestrian-friendly scale that creates a mix of residential and smaller-scale commercial uses, on-street and off-site parking, and urban character typical of a downtown core.

This property is located in the **Town Center**, which consists of two blocks within the City's Downtown which is designed to be the center of the City. As such, a historic pattern of development is desired.

Max Bld Coverage	100%
Min. Living Area SF	
Max Height	50
Min. Lot Area sq ft	2,500 sq ft
Min Width	25
Side Setback	0-10
Rear Setback	10
Front Setback	0
Side Street Setback	0-10
Specific Use Permit from Planning & Zoning	Public Assembly
Temporary Uses Only	Farmer's Market, Seasonal Sales, Special Event, Const Office, Const Dumpster, Portable Storage
Outdoor Storage - Materials	not allowed
Off Street Parking	EXEMPT
Limited Uses	Downtown Loft (Ground-floor residential is prohibited.), Short Term Rentals





**REPORT OF INSPECTION**

Date of Inspection: July 28, 2022  
 Address: 210 W. Park Ave  
 Owner: Freeport Economic Development Corporation

**AN INSPECTION OF THE PROPERTY WAS MADE BY THE BUILDING OFFICIAL AND THE FOLLOWING DEFICIENCIES WERE FOUND AT THE TIME OF THE INSPECTION:**

- 1. Open structure: open/broken windows or doors.
- X   2. Unstable structure: rotten, broken, and/or termite infested structural members such as beams, roof rafters, ceiling and joist, sills, top plates and studs.
- X   3. Roof failure: roof leaking, sagging, missing all or part of roof.
- X   4. Structural failure: collapse or threat of collapse concerning walls, beams, headers, floor and ceiling joist.
- 5. Foundation failure: breaking, cracking, moving, or settling of slab, pier, beam, or footing that has caused damage to the structure.
- X   6. Absence of fixtures: sinks, lavatories, water closets.
- X   7. Absence of plumbing: venting, water and waste lines missing or in need of repair.
- X   8. Absence of power distribution equipment: electrical service panel, breakers, wiring, outlets, fixtures missing or in need of repair.
- 9. Building must be vacated within thirty (30) days of receiving this notice.

**Notes:**

Recommend repairing drainage in rear of property before conducting any repair work on the structure. Building is in imminent danger of flooding because of the low elevation.

The floor of the rear storeroom has been raised. Recommend entire floor be raised to match rear elevation.

Plumbing and electrical is hazardous and not installed per code. Recommend complete upgrade of electrical service.

Roof is in need of repair.

Kacey Roman - Director of Building & Code/Building Official  
 Jason Shafer - Fire Marshal

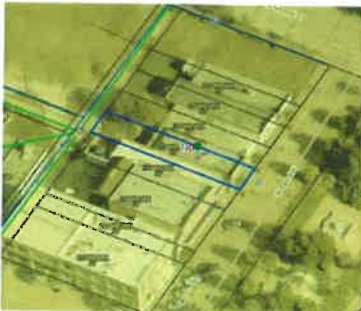
<b>Repair or Demolish</b>	<u>        </u>	<b>Type of Structure</b>	<u>        </u>
<b>Demolish Only</b>	<u>  X  </u>	<b>Single Family House</b>	<u>        </u>
		<b>Multi-Family House (Duplex)</b>	<u>        </u>
<b>Zoning</b>	<u>  DT/TC  </u>	<b>Garage Apartment</b>	<u>        </u>
		<b>Garage</b>	<u>        </u>
<b>Non-Conforming</b>		<b>Storage Building</b>	<u>        </u>
<b>Front Setback</b>	<u>        </u>	<b>Commercial Building</b>	<u>  X  </u>
<b>Side Setback</b>	<u>        </u>	<b>Apartment Complex</b>	<u>        </u>
<b>Rear Setback</b>	<u>        </u>		
<b>Use</b>	<u>        </u>		

# DT/TC Zoning Requirements

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Specific Use Permit from Planning & Zoning	Public Assembly
Temporary Uses Only	Farmer's Market, Seasonal Sales, Special Event, Const Office, Const Dumpster, Portable Storage
Outdoor Storage - Materials	not allowed
Off Street Parking	EXEMPT
Limited Uses	Downtown Loft (Ground-floor residential is prohibited.), Short Term Rentals





REPORT OF INSPECTION

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Address: 212 W. Park Ave
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Notes:

Recommend repairing drainage in rear of property before conducting any repair work on the structure. Building is in imminent danger of flooding because of the low elevation.
Roof is in need of repair, and roof drains are not installed per code. Must be re-routed.
Plumbing is hazardous and not installed per code. All pipes must be re-sized and vented.
All outlets in kitchen and restrooms must be GFCI. A/C in kitchen must be commercial grade.
Mop sink cannot be installed outside. Cannot provide public exit through the kitchen.
Suggest building a hallway from the restroom hallway area.
Only one exit = occupancy must be less than 49. 2 exits = occupancy can be up to 100.
Greater than 100 occupancy, building must be sprinkled.

Kacey Roman - Director of Building & Code/Building Official
Jason Shafer - Fire Marshal

Table with columns: Repair or Demolish, Repair, Type of Structure. Rows include Demolish Only, Zoning, Non-Conforming, Front Setback, Side Setback, Rear Setback, Use, Single Family House, Multi-Family House (Duplex), Garage Apartment, Garage, Storage Building, Commercial Building, Apartment Complex.

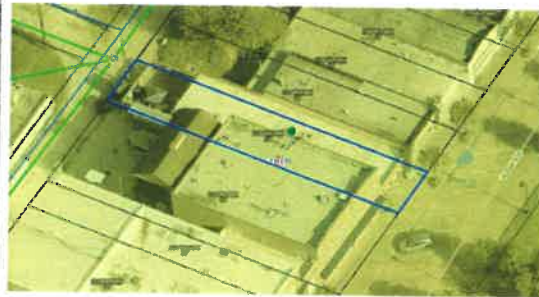


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Min. Living Area SF	
Max Height	50
Min. Lot Area sq ft	2,500 sq ft
Min Width	25
Side Setback	10
Rear Setback	10
Front Setback	0
Side Street Setback	0-10
Specific Use Permit from Planning & Zoning	Public Assembly
Temporary Uses Only	Farmer's Market, Seasonal Sales, Special Event, Const Office, Const Dumpster, Portable Storage
Outdoor Storage - Materials	not allowed
Off Street Parking	EXEMPT
Limited Uses	Downtown Loft (Ground-floor residential is prohibited.), Short Term Rentals





**REPORT OF INSPECTION**

Date of Inspection: August 4, 2022  
 Address: 301 W. Brazos  
 Owner: Freeport Economic Development Corporation

**AN INSPECTION OF THE PROPERTY WAS MADE BY THE BUILDING OFFICIAL AND THE FOLLOWING DEFICIENCIES WERE FOUND AT THE TIME OF THE INSPECTION:**

- 1. Open structure: open/broken windows or doors.
- Stairs 2. Unstable structure: rotten, broken, and/or termite infested structural members such as beams, roof rafters, ceiling and joist, sills, top plates and studs.
- only-x
- 3. Roof failure: roof leaking, sagging, missing all or part of roof.
- 4. Structural failure: collapse or threat of collapse concerning walls, beams, headers, floor and ceiling joist.
- 5. Foundation failure: breaking, cracking, moving, or settling of slab, pier, beam, or footing that has caused damage to the structure.
- 6. Absence of fixtures: sinks, lavatories, water closets.
- 7. Absence of plumbing: venting, water and waste lines missing or in need of repair.
- 8. Absence of power distribution equipment: electrical service panel, breakers, wiring, outlets, fixtures missing or in need of repair.
- 9. Building must be vacated within thirty (30) days of receiving this notice.

**Notes:**

This is an existing structure on the river side of the Levee zoned W-1, Waterfront - Resort and Marina . The stairs leading to the structure are unstable and have deteriorated. Recommend demolition and reconstruction of the complete exterior staircase. The main structure is in good condition. While the electrical, mechanical, and plumbing are outdated, they remain in a safe condition and will not require any upgrades. Recommend 2 fire extinguishers inside.

\*\*Half of parking lot is on 80 Oak. Could cause problems when/if sold.

A brief summary of the Zoning Restrictions and Regulations on are the following page.

Kacey Roman - Director of Building & Code/Building Official  
 Jason Shafer - Fire Marshal

<b>Repair or Demolish</b>	<u>          </u>	<b>Type of Structure</b>	<u>          </u>
<b>Demolish Only</b>	<u>          </u>	<b>Single Family House</b>	<u>          </u>
<b>Zoning</b>	<u>W-1</u>	<b>Multi-Family House (Duplex)</b>	<u>          </u>
<b>Non-Conforming</b>	<u>          </u>	<b>Garage Apartment</b>	<u>          </u>
<b>Front Setback</b>	<u>          </u>	<b>Garage</b>	<u>          </u>
<b>Side Setback</b>	<u>          </u>	<b>Storage Building</b>	<u>          </u>
<b>Rear Setback</b>	<u>          </u>	<b>Commercial Building</b>	<u>          </u> x
<b>Use</b>	<u>          </u>	<b>Apartment Complex</b>	<u>          </u>

## W-1 Zoning Requirements

Suitable for mixed use development including residential, marina retail, office space, and tourism with natural relation to location along waterfront

<b>Max Bld Coverage</b>	75%
<b>Max Height</b>	100 ft
<b>Min. Lot Area sq ft</b>	2,500 sq ft
<b>Min Width</b>	25
<b>Side Setback</b>	10
<b>Rear Setback</b>	10
<b>Front Setback</b>	25
<b>Side Street Setback</b>	10
<b>Specific Use Permit from Planning &amp; Zoning</b>	Public Assembly, Bowling, Vehicle Sales, Boat Launch, Marine Fuel, Oil Field Storage, Seafood Handling & Sales, Wholesale Trade
<b>Temporary Uses Only</b>	Const Office, Const Dumpster, Portable Storage,
<b>Limited Uses</b>	Provide/Maintain Public Access to Waterfront, RV Park, Package Liquor





REPORT OF INSPECTION

Date of Inspection: August 4, 2022
Address: 311 W. Brazos – Empty Lot
Owner: Freeport Economic Development Corporation

AN INSPECTION OF THE PROPERTY WAS MADE BY THE BUILDING OFFICIAL AND THE FOLLOWING DEFICIENCIES WERE FOUND AT THE TIME OF THE INSPECTION:

- 1. Open structure: open/broken windows or doors.
2. Unstable structure: rotten, broken, and/or termite infested structural members such as beams, roof rafters, ceiling and joist, sills, top plates and studs.
3. Roof failure: roof leaking, sagging, missing all or part of roof.
4. Structural failure: collapse or threat of collapse concerning walls, beams, headers, floor and ceiling joist.
5. Foundation failure: breaking, cracking, moving, or settling of slab, pier, beam, or footing that has caused damage to the structure.
6. Absence of fixtures: sinks, lavatories, water closets.
7. Absence of plumbing: venting, water and waste lines missing or in need of repair.
8. Absence of power distribution equipment: electrical service panel, breakers, wiring, outlets, fixtures missing or in need of repair.
9. Building must be vacated within thirty (30) days of receiving this notice.

Notes:

This is an empty lot on the River side of the Levee zoned W-1, Waterfront - Resort and Marina . Per BCAD, the lot is 6,101 sq ft.

A brief summary of the Zoning Restrictions and Regulations on are the following page.

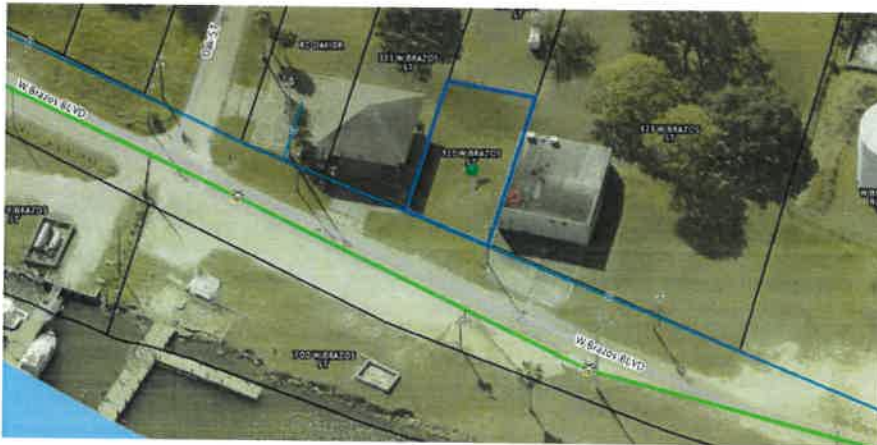
Kacey Roman - Director of Building & Code/Building Official
Jason Shafer - Fire Marshal

Table with 4 columns: Repair or Demolish, Demolish Only, Zoning, Non-Conforming, Type of Structure, Single Family House, Multi-Family House (Duplex), Garage Apartment, Garage, Storage Building, Commercial Building, Apartment Complex, Front Setback, Side Setback, Rear Setback, Use.

## W-1 Zoning Requirements

Suitable for mixed use development including residential, marina retail, office space, and tourism with natural relation to location along waterfront

<b>Max Bld Coverage</b>	75%
<b>Max Height</b>	100 ft
<b>Min. Lot Area sq ft</b>	2,500 sq ft
<b>Min Width</b>	25
<b>Side Setback</b>	10
<b>Rear Setback</b>	10
<b>Front Setback</b>	25
<b>Side Street Setback</b>	10
<b>Specific Use Permit from Planning &amp; Zoning</b>	Public Assembly, Bowling, Vehicle Sales, Boat Launch, Marine Fuel, Oil Field Storage, Seafood Handling & Sales, Wholesale Trade
<b>Temporary Uses Only</b>	Const Office, Const Dumpster, Portable Storage,
<b>Limited Uses</b>	Provide/Maintain Public Access to Waterfront, RV Park, Package Liquor



## Monthly Code Enforcement Activities

Run Date: 09/10/2022 1:10 PM

### Hope Bullman

Create Date	Current Task	Status	Address 1	V_Summary # Violation
8/8/2022		Approved	296 E Park Ave	
8/8/2022	Action Information	In Progress	1203 N AVE F	Permanent sign was placed on building without permit and windstorm certification. Red Tagged, needs permit
8/9/2022	Action Information	New	1520 N AVE F	High grass and weeds, right end of dwelling needs repaired
8/9/2022		Applied	200 Sweeny St	High grass and weeds.
8/9/2022		Closed	2021 N AVE H	Emptied dwelling from previous renter, placed in yard and curb. I spoke with the contractor, he stated he would have everything gone by 8/13/22
8/9/2022		Closed	2011 N AVE H	I left door hanger for heavy trash placement to curb, building material, interpreter was called, it was explained construction material will not be picked up, and ward C heavy trash day is the 3rd Wednesday of the month.
8/9/2022		New	2004 N AVE H	Left door hanger for heavy trash pick. No construction material will be picked up. Let them know Ward C is the 3rd Wed of the month.
8/9/2022		New	1930 N AVE H	I left door hanger, high grass and weeds, exterior siding needs protective treatment, (painting)
8/9/2022		New	1926 N AVE H	Left door hanger, large pile of limbs, placed out before the 3rd week of the month, also left heavy trash schedule.
8/9/2022		Closed	1520 N AVE F	I left door hanger, high grass and weeds, vinyl siding needs repaired on right end of dwelling
8/10/2022	Initial Inspection	Applied	101 W Brazos	
8/11/2022		Closed	1202 N Ave I	Care of premises, Litter and debris, broken glass, parking trailer on an unimproved surface, Fence repaired / replaced, inoperable vehicles, white vehicle to rear, white vehicle up front, white Dodge Truck, both have flat tires

**Hope Bullman**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
8/16/2022	Action Information	In Progress	1602 N Ave S	Wrong week for Ward D heavy trash pickup. Limbs not bundled. I did speak with the home owner, David, and explained that his heavy trash pick up was the 4th week of the month for ward D. Left heavy trash pickup information /door hanger. He stated he would take care of it.
8/17/2022		Closed	1802 N AVE U	Construction debris placed out, left a door hanger informing them Ameri Waste will not pick it up and it must be removed from curb.
8/17/2022		Closed	1622 N AVE R	Large mound of tree limbs set at the curb for pickup, that is not bundled and wrong week, ward D. I spoke with Mrs. Diaz, she said she would work on bundling the limbs and put house numbers on the dwelling.
8/18/2022		Closed	660678, N AVE T	Lot High grass and weeds, lot # 660678 N Ave T. Spoke with Mr Jordon, owner. He said he would have it mowed asap.
8/18/2022	Initial Inspection	Applied	301 S Brazosport Blvd	
8/19/2022		In Progress	2222 N BRAZOSPORT BLVD	Building, Care of premise, peeling paint, exterior structure needs to be addressed.
8/29/2022		In Progress	1610 N AVE R	High grass and weeds, dwelling is vacant. Sending violation letter. Note: Lots of rain in the future forcast.
8/29/2022		Closed	262181 N AVE R	Complaint was called in on 8/26/22, high grass and weeds. They were concerned about snakes and redents coming from the high grass. Vacant lot, sending a violation notice. Note: Lots of rain in the forcast.
8/31/2022		New	1522 N AVE F	Peeling paint on cinder block siding and on gables, wood rot to fascia and soffits.
8/31/2022		New	1324 N GULF BLVD	High grass and weeds, construction material in front and rear of dwelling
8/31/2022		Closed	1932 N AVE G	Litter and debris in the road in front of dwelling. Left door hanger.
8/31/2022		Closed	1503 N Ave H	High grass and weeds.

**Johnny Dahse**



Create Date	Current Task	Status	Address 1	V_Summary if Violation
8/3/2022	Initial Inspection	In Progress	223 N Ave D	Trash and Debris, neglected premises.
8/3/2022	Generate and Send Violation Notice	In Progress	105 N AVE D	Dilapidated structure , accessory building. rotting wood. Siding falling off
8/8/2022		Closed	117-119-123 N AVE A	Limbs and debris for tree piled up by the road, violation of new trash ordinance.
8/10/2022	Initial Inspection	In Progress	602 N GULF BLVD	Trash & Debris towards the rear of the building. high weeds & grass on the side of the building and alley way.
8/15/2022	Generate and Send Violation Notice	In Progress	219 S Front st	Yellow tag for water service
8/16/2022	Initial Inspection	In Progress	259773 S AVE B	High weeds and grass. out side storage..
8/19/2022	Action Information	In Progress	410 S AVE C	
8/19/2022	Action Information	In Progress	1804 N Ave L	
8/23/2022		Closed	1301 N Brazosport Blvd	Posted yellow tag on door for water bill non payment.
8/23/2022		Closed	1002 ABC Dr	Placed yellow tag on door for non payment for water service
8/23/2022		Closed	510 N GULF BLVD	Posted yellow tag for non-payment for water
8/23/2022		In Progress	1001 Brazosport Blvd	Posted yellow tag for non-payment for water service.
8/24/2022		Closed	905 W 2nd St	Posted yellow tag for non-payment of water service.
8/24/2022		Closed	720 N GULF BLVD	Posted yellow tag for non-payment of water service.
8/24/2022	Action Information	Pending	1012 N Gulf Blvd	Posted yellow tag for non-payment of water service.

**Patti Veazey**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
8/1/2022	Reinspection	In Progress	802 DIXIE DR	Burnt structure burned on 7/31/2022. Starting a dangerous structure on this
8/2/2022	Reinspection	In Progress	401 Poplar A and B	Port will demo both houses
8/2/2022	Reinspection	New	426 E 8TH ST	Port is tearing down structure
8/2/2022	Reinspection	In Progress	531 E 7TH ST	Port pulled demo permit to tear down house
8/2/2022	Reinspection	In Progress	307 E 7TH ST	Port is tearing structure down
8/2/2022	Reinspection	In Progress	212 E 6th St	The port pulled a permit to tear down structure
8/2/2022	Reinspection	In Progress	407 E 6TH ST	Port pulled permit to demo house



**Patti Veazey**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
8/2/2022	Reinspection	In Progress	410 E 6TH ST	Port pulled permit to remove the structure
8/2/2022	Reinspection	In Progress	222 E 5TH ST	Port pulled a demo permit to tear down the structure
8/2/2022	Reinspection	In Progress	408 E 5TH ST	Port pulled a demo permit to tear down the structure
8/2/2022	Reinspection	In Progress	408 E 5TH ST	Port pulled a permit to tear down this structure
8/2/2022	Reinspection	In Progress	406 E 5th	House is next to one the port is tearing down
8/2/2022	Reinspection	In Progress	522 E 6TH ST	Port going to tear down
8/2/2022	Reinspection	In Progress	317 E 2nd	Port pulled a demo permit to tear down structure
8/2/2022		Closed	210 E BROAD ST	Port pulled a permit to tear down structure
8/2/2022	Reinspection	In Progress	533 E BROAD ST	Port pulling a permit to tear down this structure
8/2/2022	Reinspection	In Progress	230 E 6TH ST	Port pulled a permit to tear down structure
8/2/2022	Reinspection	In Progress	307 E 7TH ST	Port pulled a permit to remove the structure
8/2/2022	Reinspection	In Progress	426 E 8TH ST	Port pulled demo permit to tear down structure
8/3/2022	Reinspection	In Progress	500 E BROAD ST	House owned by the port wide open
8/3/2022	Reinspection	In Progress	504 E Broad	House own by the port wide open
8/3/2022	Reinspection	In Progress	530 E 7TH ST	House the port owns wide open
8/3/2022	Reinspection	In Progress	311 E 8TH ST	Tan house port owns in bad shape
8/3/2022		Closed	1323 W 7TH ST	House open the port owns wide open
8/4/2022		Closed	1720 W 7TH ST	Large pile of debris by the- street sending letter
8/4/2022		Closed	1511 W 7TH ST	Large pile of construction debris
8/5/2022		Closed	1229 W 10TH ST	parking two cars in the yard and on sidewalk
8/5/2022		In Progress	1326 W 11TH ST	Large pile of brush on sidewalk
8/5/2022		Closed	1622 W 7TH ST	Large pile of brush left a notice on how to cut up and bundle brush
8/5/2022	Reinspection	In Progress	1211 W 7TH ST	Overgrown and debris
8/5/2022		Closed	1227 W 7TH ST	Parking boat in alleyway and parking boat in front yard on the grass

**Patti Veazey**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
8/5/2022		Closed	1111 W 6TH ST	Tire, brush and stumps
8/8/2022	Reinspection	New	1118 W 11TH ST	wood by street wrong week for pick up left notice
8/8/2022	Reinspection	New	1415 W 11TH ST	pallets and other debris by street left a notice to remove not the bulk pickup week
8/8/2022	Reinspection	Closed	1426 W 11TH ST	pile of debris left notice not bulk pickup week
8/8/2022		Closed	1745 W 11TH ST	debris by street not bulk pickup week
8/8/2022		Closed	1811 W 11TH ST	sheet rock by street not bulk pickup week
8/8/2022		In Progress	1876 ACACIA CIR	metal cabinet and other debris by street
8/8/2022	Reinspection	New	1522 W 10TH ST	
8/8/2022	Initial Inspection	New	1738 W 10TH ST	loveseat by street left pile
8/8/2022		Closed	1722-1724 W 9th	Brush not bundled and other debris out on wrong week left notice
8/8/2022	Action Information	Closed	1730-1732 W 9th	Scattered trash and bedframe
8/8/2022		Closed	1743 W 9TH ST	Debris by street not bulk pickup week
8/8/2022		Closed	1742-1744 W 9th	Remove debris by street left notice
8/8/2022		Closed	1607 W 8TH ST	Furniture by the street not bulk pickup week send notice
8/8/2022	Reinspection	In Progress	1102 W 8TH ST	Furniture by the street. Debris on trailer, overgrown alleyway
8/9/2022	Reinspection	In Progress	1626 W 8TH ST	Brush by street
8/9/2022		Closed	1622 W 7TH ST	Remove brush not pickup week and not bundled
8/9/2022		Closed	1701-1703 W 4th	1703 is occupied left notice to cut grass and remove liter foam mattress also, sending to the owner
8/9/2022		Closed	1619 W 6TH ST	Furniture by street not bulk pickup week left notice to remove it
8/9/2022	Reinspection	New	1614 W 6TH ST	Brush piled by sidewalk not bulk pickup week left notice to remove it
8/11/2022		In Progress	1502 W 7TH ST	Dropped of notice for shut off on water
8/11/2022	Reinspection	In Progress	1110 W 7TH ST	Overgrown sending letter
8/15/2022		Closed	124 BRAZOS LANDING CT	Dropped off a shut off notice on water
8/15/2022		Closed	1014 W 10TH ST	Dropped off shut off notice on the wayer
8/15/2022		Closed	702 W 12TH ST	Dropped off shut off on water

**Patti Veazey**

Create Date	Current Task	Status	Address 1	V_Summary If Violation
8/15/2022		Closed	1719 N AVE T	Shut off on water bill
8/15/2022		Closed	1502 W 5TH ST	Grass is overgrown
8/15/2022		Closed	1531 W 5TH ST	Left notice on the door to cut the grass
8/15/2022	Reinspection	In Progress	1427 W 6TH ST	Left notice on door to cut the grass
8/15/2022	Reinspection	In Progress	1003 W 8TH ST	Left notice to cut the grass
8/15/2022	Reinspection	In Progress	1712 W 9th	Sending notice to cut the grass
8/18/2022		Closed	519 W 6TH ST	Left notice
8/18/2022	Reinspection	In Progress	1122 W 6TH ST	Left notice to cut the grass
8/18/2022		Closed	1130 W 6TH ST	Overgrown and needs address sending notice to the owner
8/18/2022		Closed	1210 W 6TH ST	Left notice to cut the grass and remove debris not bulk pickup week
8/18/2022		Closed	1222 W 6TH ST	Large pile of brush been out for awhile
8/18/2022		Closed	1226 W 6TH ST	Remove brush left notice on door
8/18/2022		Closed	1614 W 7TH ST	Remove pile of brush
8/18/2022		Closed	1530 W 7TH ST	overgrown yard left a door hanger
8/19/2022		In Progress	1627 W 8TH ST	Left notice on the door about the brush
8/22/2022	Reinspection	In Progress	323 E 7TH ST	Port owns this house in bad condition
8/22/2022	Reinspection	In Progress	306 E 7TH ST	Port owns this structure wide open in bad shap
8/22/2022	Reinspection	In Progress	200 Blk of E 7th	Port owns this house it need to be tom down
8/22/2022	Reinspection	In Progress	226 E 6TH ST	House port owns someone living in it
8/22/2022	Reinspection	In Progress	503 E 2ND	House the port owns need tom down
8/22/2022	Reinspection	In Progress	523 E 2ND	House the port owns
8/22/2022		Closed	310 YAUPON	disconnect on water
8/22/2022		New	1626 W 6TH ST	Dropped off a shut off notice
8/22/2022		Closed	1744 W 4TH ST	Disconnect notice on the water dropped off
8/22/2022		Closed	623 E Park	dropped a shut off notice for water
8/22/2022		Closed	902 N AVE J	dropped of shut off notice on the water
8/22/2022		Closed	1203 N AVE J	dropped of a shut off notice on the water
8/22/2022		Closed	1411 W 6TH ST	dropped of a shut off notice on the water
8/22/2022		Closed	727 W 5TH ST	dropped of a shut off notice on the water
8/22/2022		Closed	1330 W 4TH ST	dropped of a water disconnect

**Patti Veazey**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
8/22/2022		New	1100 N Brazosport Blvd Suite 10	dropped a disconnect notice on the water
8/22/2022		Closed	702 FM 523	dropped a disconnect notice on the water
8/22/2022		Closed	1626 W 6TH ST	Left a notice on water disconnect
8/22/2022	Initial Inspection	New	1006 W 6TH ST	Left notice on door to cut the grass when rain lets up
8/22/2022	Generate and Send Violation Notice	In Progress	1122 W 4TH ST	Large pile of furniture not bulk pickup week, vac property
8/22/2022		Closed	330 W 4th	Dropped off shut off on the water
8/23/2022	Reinspection	In Progress	1222 W 10TH ST	Left notice about parking on the sidewalk
8/23/2022		Closed	1303 W 10TH ST	Left notice not to park on sidewalk
8/23/2022	Reinspection	In Progress	1307-1309 W 10th	Overgrown back yard, inoperable truck and furniture in back yard
8/24/2022	Reinspection	In Progress	1131 W 7TH ST	furniture by street isn't bulk pickup week left notice
8/24/2022	Reinspection	In Progress	1330 W 4TH ST	They have a vie dumpster on the property they can only use the company the city has a franchise with will call Vernon and the owner and leave a door hanger
8/24/2022		Closed	1623 W 6TH ST	They have the right dumpster
8/24/2022	Reinspection	In Progress	Slaughter Rd	Started cutting but have to c lomega back with the tractors. Also, tree branches have to be removed
8/25/2022	Reinspection	In Progress	1732 LYNN LN	Large pile of debris
8/25/2022		Closed	1422 W 9TH ST	Overgrown, brush and log needs removed
8/26/2022	Reinspection	In Progress	1306 W 7TH ST	Need to cut grass and trim back tree limbs in alleyway
8/26/2022	Reinspection	In Progress	1310 W 10TH ST	Limbs hanging over in alleyway scratching cars
8/26/2022	Reinspection	In Progress	1739 W 7TH ST	Overgrown vac property
8/29/2022	Reinspection	In Progress	1302 W 11TH ST	Left a notice to cut the grass
8/29/2022		Closed	1854 W 8TH ST	Remove truck with tarp on it
8/29/2022	Reinspection	In Progress	1311 W 8TH ST	Left notice to cut the grass
8/29/2022	Reinspection	In Progress	1303 W 8TH ST	Left notice to cut the grass
8/29/2022	Generate and Send Violation Notice	New	1306 W 8TH ST	Left notice to cut the grass

**Patti Veazey**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
8/29/2022	Reinspection	In Progress	1618 W 7TH ST	Left notice to cut the grass
8/29/2022		Closed	1231 W 4TH ST	remove furniture from curb not the bulk pick up week
8/29/2022	Reinspection	In Progress	1618 W 7TH ST	left notice to cut the grass
8/29/2022		Closed	1854 W 8TH ST	inoperable truck with a tarp on it
8/29/2022	Reinspection	In Progress	1306 W 8TH ST	high grass left notice to cut
8/29/2022	Reinspection	In Progress	1843 W 11TH ST	remove tree limbs left notice
8/29/2022	Reinspection	In Progress	1606 W 7TH ST	overgrown vac property
8/30/2022	Reinspection	Closed	1704-1706 W 9th	cut overgrown grass left notice
8/30/2022	Reinspection	In Progress	1514 N AVE F	Gazebo needs removed and garage structure
8/30/2022	Reinspection	In Progress	1110 W 2ND ST	Need to cut vac lot were house was torn down
8/30/2022	Reinspection	In Progress	1118 W 2ND ST	Need to cut lot were house was torn down
8/30/2022	Reinspection	In Progress	1207 W 2ND ST	Remove brush and tree trunks
8/30/2022	Initial Inspection	New	1203 W 2ND ST	Left a door hanger to cut grass and not park in yard
8/30/2022	Reinspection	In Progress	1223 W 2ND ST	Back yard needs cut and lifer removed
8/30/2022	Reinspection	In Progress	1713-1715 W 4th	Overgrown send letter house is vacant
8/30/2022		Closed	1518 W 6TH ST	overgrown vac lot were house was
8/31/2022	Reinspection	In Progress	1526 W 5TH ST	Trash piled in alleyway left notice
8/31/2022	Reinspection	New	1531 W 5TH ST	Overgrown grass left a door hanger
8/31/2022	Reinspection	In Progress	1511 W 5TH ST	Overgrown yard
8/31/2022	Reinspection	In Progress	1515 W 5TH ST	Overgrown and axel in yard
8/31/2022	Reinspection	In Progress	1606 W 7TH ST	

**Robert Cramer**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
8/2/2022	Reinspection	New	411 Saifish Ln	Litter and Debris on and by Tennis Courts
8/3/2022		Compliant	420 S AVE C	Construction Debris left by Roadway, Trash company will not remove.

**Robert Cramer**

Create Date	Current Task	Status	Address 1	V_Summary # Violation
8/3/2022		New	527 W 8TH ST	Debris illegally dumped on right of way, talked to contractor James Guerrero from Texas Renovation Experts, he said he put it there, going to pick the Debris up By Monday 8-8-2022 or, we will turn it over to the Police Dept for illegal dumping. 281-928-4661. P>O> number 16354
8/8/2022		Closed	319 W 8TH	Tree limbs on Curb
8/8/2022		Closed	918 W 9TH ST	Limbs not properly bundled, placed on sidewalk.
8/8/2022	Action Information	New	118 West 7th	Trash in front yard.
8/11/2022		Compliant	527-531 W 8th	Illegally dumped debris in city right of way.
8/11/2022	Action Information	New	815 W 10TH ST	Trees and Debris on Curb. Old Toilet and other debris on porch.
8/12/2022	Reinspection	In Progress	519 S AVE H	Camped in Horrible condition on property, Falling apart.
8/16/2022	Reinspection	New	606 W 8TH ST	Inoperable/ Junk motor Vehicle along side of the House.
8/16/2022	Action Information	In Progress	606 W 8TH ST	Pile of Debris in Back Yard
8/18/2022		Compliant	427 W BROAD ST	Debris, Furniture placed on the property not at the proper time, They are in Ward A pickup for Ward A is the first week of each Month.
8/18/2022	Reinspection	New	707 W 5TH ST	Motor Vehicle in Back yard not registered.
8/18/2022		Compliant	707 W 5TH ST	Trailer parked on roadway blocking view., talked to property renter, he said he will move it.
8/18/2022	Reinspection	In Progress	1014 W BROAD ST	Litter and Debris front yard, Tall Grass and weeds, trash on Curb.
8/19/2022		Closed	403 W 2ND ST	Grass Mowed into street, left a door hanger, Grass still not removed from Street.
8/19/2022	Reinspection	New	522 W 8TH ST	hole on the side of Home, Missing siding, needs paint and repairs done.
8/23/2022		Compliant	201 E PARK AVE	Dumpster on Park Avenue is not legal, contacted Dumpster Rentals at 979-373-6244, and left a voicemail.
8/25/2022		Compliant	531 W 5TH ST	Tall Grass in Yard
8/25/2022		Compliant	919 W 4TH ST	Debris at curb

**Robert Cramer**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
8/30/2022		Compliant	314 W 8TH ST	Tall Grass and Weeds Front and Back Yard, and Alley way.
8/30/2022	Reinspection	New	822 W 8TH ST	Tall Grass & Weeds, Front and Back Yard, Including Alley way.
8/30/2022	Reinspection	New	1002 W 12TH ST	Tall Grass & Weeds Empty Lot 1002 West 12th
8/31/2022		Compliant	1027 W 12TH ST	Tall Grass and Weeds
8/31/2022	Reinspection	New	926 W 12TH ST	Tall Grass and Weeds, Bee infestation
8/31/2022		Closed	926 W 12TH ST	Holes in Foundation Walls, needs to be painted.

# Permits

Run Date: 09/10/2022 1:32 PM

Assigned Dept	Case Type	Create Date	Reference No	Address 1	Class of Work	P_ Types of Permit Needed
Community Development	Demolition Permit	8/3/2022	<a href="#">P016568-080322</a>	431 W 4TH ST	Commercial	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016578-080522</a>	212 E 6TH ST	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016579-080522</a>	230 E 6TH ST	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016580-080522</a>	410 E 6	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016581-080522</a>	307 E 7TH ST	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016582-080522</a>	426 E 8TH ST	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016583-080522</a>	522 E 6TH ST	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016585-080522</a>	317 E 2ND ST	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016586-080522</a>	210 E BROAD ST	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016587-080522</a>	222 E 5TH ST	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016588-080522</a>	407 E 6TH ST	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016589-080522</a>	531 E 7TH ST	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016590-080522</a>	408 E 5TH ST	Residential	
Community Development	Demolition Permit	8/5/2022	<a href="#">P016591-080522</a>	533 E BROAD ST	Residential	
Community Development	Demolition Permit	8/8/2022	<a href="#">P016597-080822</a>	802 DIXIE DR	Residential	
Community Development	Demolition Permit	8/24/2022	<a href="#">P016757-082422</a>	507 E BROAD ST	Residential	
Community Development	Demolition Permit	8/24/2022	<a href="#">P016758-082422</a>	503 E 2ND	Residential	
Community Development	Demolition Permit	8/24/2022	<a href="#">P016759-082422</a>	510 E 2ND ST	Residential	
Community Development	Demolition Permit	8/24/2022	<a href="#">P016760-082422</a>	311 E 2ND ST	Residential	
Community Development	Demolition Permit	8/29/2022	<a href="#">P016784-082922</a>	231 E 2ND ST	Residential	
Community Development	Demolition Permit	8/30/2022	<a href="#">P016805-083022</a>	401 E POPLAR ST. A	Residential	
Community Development	Demolition Permit	8/30/2022	<a href="#">P016806-083022</a>	401 E POPLAR ST. B	Residential	
Community Development	Mechanical Permit	8/5/2022	<a href="#">P016584-080522</a>	1730 W 10TH ST	Residential	
Community Development	Building Permit	8/1/2022	<a href="#">P016538-080122</a>	714 N AVE C (SHED)	Residential	Building
Community Development	Building Permit	8/1/2022	<a href="#">P016541-080122</a>	1631 W 6TH ST (REMODEL)	Residential	Building
Community Development	Building Permit	8/1/2022	<a href="#">P016542-080122</a>	701 W BROAD ST (ROOF)	Residential	Building



Assigned Dept	Case Type	Create Date	Reference No	Address 1	Class of Work	P_Types of Permit Needed
Community Development	Building Permit	8/3/2022	<a href="#">P016563-080322</a>	1823 N AVE O (GENERATOR)	Residential	Building
Community Development	Building Permit	8/3/2022	<a href="#">P016564-080322</a>	2006 JONES RD (REMODEL)	Residential	Building
Community Development	Building Permit	8/8/2022	<a href="#">P016602-080822</a>	523 S AVE H (REMODEL)	Residential	Building
Community Development	Building Permit	8/8/2022	<a href="#">P016605-080822</a>	1752 -1754 6TH ST W (ROOF)	Residential	Building
Community Development	Building Permit	8/9/2022	<a href="#">P016620-080922</a>	2008 JONES RD (REMODEL)	Commercial	Building
Community Development	Building Permit	8/10/2022	<a href="#">P016636-081022</a>	200 W. Second Street (FIBER CABLE)	Commercial	Building
Community Development	Building Permit	8/10/2022	<a href="#">P016637-081022</a>	200 W 2ND ST (FIBER CABLE)	Commercial	Building
Community Development	Building Permit	8/10/2022	<a href="#">P016638-081022</a>	327 S BRAZOSPORT BLVD (FIBER CABLE)	Commercial	Building
Community Development	Building Permit	8/16/2022	<a href="#">P016661-081622</a>	316 S FRONT ST (ROOF)	Residential	Building
Community Development	Building Permit	8/16/2022	<a href="#">P016662-081622</a>	1418 W 8TH ST (WINDOWS,SIDING)	Residential	Building
Community Development	Building Permit	8/24/2022	<a href="#">P016755-082422</a>	1619 W 5TH ST (ROOF)	Residential	Building
Community Development	Building Permit	8/24/2022	<a href="#">P016764-082422</a>	510 E BROAD ST (PLUMBING)	Residential	Building
Community Development	Building Permit	8/22/2022	<a href="#">P016729-082222</a>	S VELASCO BLVD PH3 (CENTERPOINT)	Commercial	Building
Community Development	Building Permit	8/24/2022	<a href="#">P016750-082422</a>	2006 JONES RD (FOUDATION)	Residential	Building
Community Development	Building Permit	8/17/2022	<a href="#">P016675-081722</a>	201 E PARK AVE (SHEETROCK)	Commercial	Building
Community Development	Building Permit	8/17/2022	<a href="#">P016671-081722</a>	13 N AVE D (ROOF)	Residential	Building
Community Development	Building Permit	8/17/2022	<a href="#">P016673-081722</a>	424 S FRONT ST (ROOF)	Residential	Building
Community Development	Building Permit	8/29/2022	<a href="#">P016790-082922</a>	1415 W 4TH ST (SOLAR)	Residential	Building
Community Development	Building Permit	8/29/2022	<a href="#">P016793-082922</a>	109 REDFISH LN (NEW HOUSE)	Residential	Building
Community Development	Building Permit	8/26/2022	<a href="#">P016775-082622</a>	79 DOLPHIN (BULKHEADS)	Residential	Building
Community Development	Building Permit	8/26/2022	<a href="#">P016776-082622</a>	304 S AVE I (SOLAR)	Residential	Building
Community Development	Building Permit	8/26/2022	<a href="#">P016777-082622</a>	1810 W 8TH ST ( ROOF)	Residential	Building
Community Development	Building Permit	8/26/2022	<a href="#">P016780-082622</a>	1522 W BROAD ST (SOLAR)	Residential	Building
Community Development	Building Permit	8/30/2022	<a href="#">P016818-083022</a>	1751 W 6TH ST (FOUNDATION)	Residential	Building
Community Development	Building Permit	8/31/2022	<a href="#">P016826-083122</a>	1506 W BROAD ST (ROOF)	Residential	Building
Community Development	Building Permit	8/31/2022	<a href="#">P016837-083122</a>	1518 W 6TH ST (NEW HOUSE )	Residential	Building
Community Development	Electrical Permit	8/31/2022	<a href="#">P016827-083122</a>	1614 W 5TH ST	Residential	

Assigned Dept	Case Type	Create Date	Reference No	Address 1	Class of Work	P_ Types of Permit Needed
Community Development	Electrical Permit	8/31/2022	<a href="#">P016832-083122</a>	511 S AVE B	Commercial	
Community Development	Electrical Permit	8/26/2022	<a href="#">P016782-082622</a>	319 S AVE C	Residential	
Community Development	Electrical Permit	8/29/2022	<a href="#">P016788-082922</a>	1202 N GULF BLVD	Commercial	
Community Development	Electrical Permit	8/18/2022	<a href="#">P016687-081822</a>	601 N GULF BLVD	Commercial	
Community Development	Electrical Permit	8/19/2022	<a href="#">P016699-081922</a>	1309 N Brazosport Blvd Bldg. A	Commercial	
Community Development	Electrical Permit	8/22/2022	<a href="#">P016702-082222</a>	319 S AVE C	Residential	
Community Development	Electrical Permit	8/23/2022	<a href="#">P016741-082322</a>	1321 N AVE M	Residential	
Community Development	Electrical Permit	8/15/2022	<a href="#">P016650-081522</a>	618 N AVE A	Residential	
Community Development	Electrical Permit	8/16/2022	<a href="#">P016663-081622</a>	2006 JONES RD	Residential	
Community Development	Electrical Permit	8/16/2022	<a href="#">P016664-081622</a>	2008 JONES RD	Commercial	
Community Development	Electrical Permit	8/10/2022	<a href="#">P016639-081022</a>	826 W 2	Residential	
Community Development	Electrical Permit	8/9/2022	<a href="#">P016621-080922</a>	523 S AVE H	Residential	
Community Development	Plumbing Permit	8/10/2022	<a href="#">P016640-081022</a>	826 W 2	Residential	
Community Development	Plumbing Permit	8/15/2022	<a href="#">P016649-081522</a>	1941 N AVE H	Residential	
Community Development	Plumbing Permit	8/16/2022	<a href="#">P016666-081622</a>	1613 N AVE S	Residential	
Community Development	Plumbing Permit	8/2/2022	<a href="#">P016548-080222</a>	1510 W 5TH ST	Residential	
Community Development	Plumbing Permit	8/1/2022	<a href="#">P016540-080122</a>	431 W 4TH ST	Commercial	
Community Development	Plumbing Permit	8/1/2022	<a href="#">P016536-080122</a>	423 N AVE A	Residential	
Community Development	Plumbing Permit	8/1/2022	<a href="#">P016537-080122</a>	823 N BRAZOSPORT BLVD	Commercial	
Community Development	Plumbing Permit	8/24/2022	<a href="#">P016765-082422</a>	311 E 2ND ST	Residential	
Community Development	Plumbing Permit	8/24/2022	<a href="#">P016761-082422</a>	503 E 2ND	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016734-082222</a>	407 E 6TH ST	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016735-082222</a>	531 E 7TH ST	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016736-082222</a>	408 E 5TH ST	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016737-082222</a>	533 E BROAD ST	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016706-082222</a>	212 E 6TH ST	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016707-082222</a>	230 E 6TH ST	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016709-082222</a>	410 E 6TH ST	Residential	

Assigned Dept	Case Type	Create Date	Reference No	Address 1	Class of Work	P_ Types of Permit Needed
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016723-082222</a>	307 E 7TH ST	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016724-082222</a>	426 E 8TH ST.	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016725-082222</a>	522 E 6TH ST	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016726-082222</a>	317 E 2ND ST	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016727-082222</a>	210 E BROAD ST	Residential	
Community Development	Plumbing Permit	8/22/2022	<a href="#">P016728-082222</a>	222 E 5TH ST	Residential	
Community Development	Plumbing Permit	8/18/2022	<a href="#">P016689-081822</a>	1813 ACACIA CIR	Residential	
Community Development	Plumbing Permit	8/17/2022	<a href="#">P016674-081722</a>	1309 N Brazosport Blvd Bldg. A	Commercial	
Community Development	Plumbing Permit	8/19/2022	<a href="#">P016696-081922</a>	1738 Lynn Ln	Residential	
Community Development	Plumbing Permit	8/19/2022	<a href="#">P016697-081922</a>	1526 W 10TH ST	Residential	
Community Development	Plumbing Permit	8/30/2022	<a href="#">P016807-083022</a>	401 E POPLAR ST. A	Residential	
Community Development	Plumbing Permit	8/30/2022	<a href="#">P016808-083022</a>	401 E POPLAR ST. B	Residential	
Community Development	Plumbing Permit	8/30/2022	<a href="#">P016811-083022</a>	415 W 8TH ST	Residential	
Community Development	Plumbing Permit	8/26/2022	<a href="#">P016781-082622</a>	1706 W 9TH	Residential	
Community Development	Plumbing Permit	8/29/2022	<a href="#">P016785-082922</a>	231 E 2ND ST	Residential	
Community Development	Plumbing Permit	8/29/2022	<a href="#">P016787-082922</a>	717 W 4TH ST	Residential	
Community Development	Plumbing Permit	8/24/2022	<a href="#">P016767-082422</a>	507 E BROAD ST	Residential	
Community Development	Plumbing Permit	8/31/2022	<a href="#">P016838-083122</a>	1010 MAGNOLIA	Commercial	
Community Development	Code Violation	8/23/2022	<a href="#">V016746-082322</a>	1309 N Brazosport Blvd	Residential	
Community Development	Code Violation	8/24/2022	<a href="#">V016751-082422</a>	705 N Brazosport Blvd	Commercial	
Community Development	Code Violation	8/24/2022	<a href="#">V016752-082422</a>	401 S Brazosport Blvd	Commercial	
Community Development	Short Term Rental	8/24/2022	<a href="#">P016766-082422</a>	62 Marlin		
Community Development	Short Term Rental	8/19/2022	<a href="#">P016693-081922</a>	1801 N Ave C		
Community Development	Short Term Rental	8/24/2022	<a href="#">P016769-082422</a>	102 Dolphin Ln		
Community Development	Short Term Rental	8/25/2022	<a href="#">P016770-082522</a>	98 Dolphin Ln		



## Finance, Court & Water Departments

**Title:** Monthly Report for August 31, 2022

**Date:** August 19, 2022

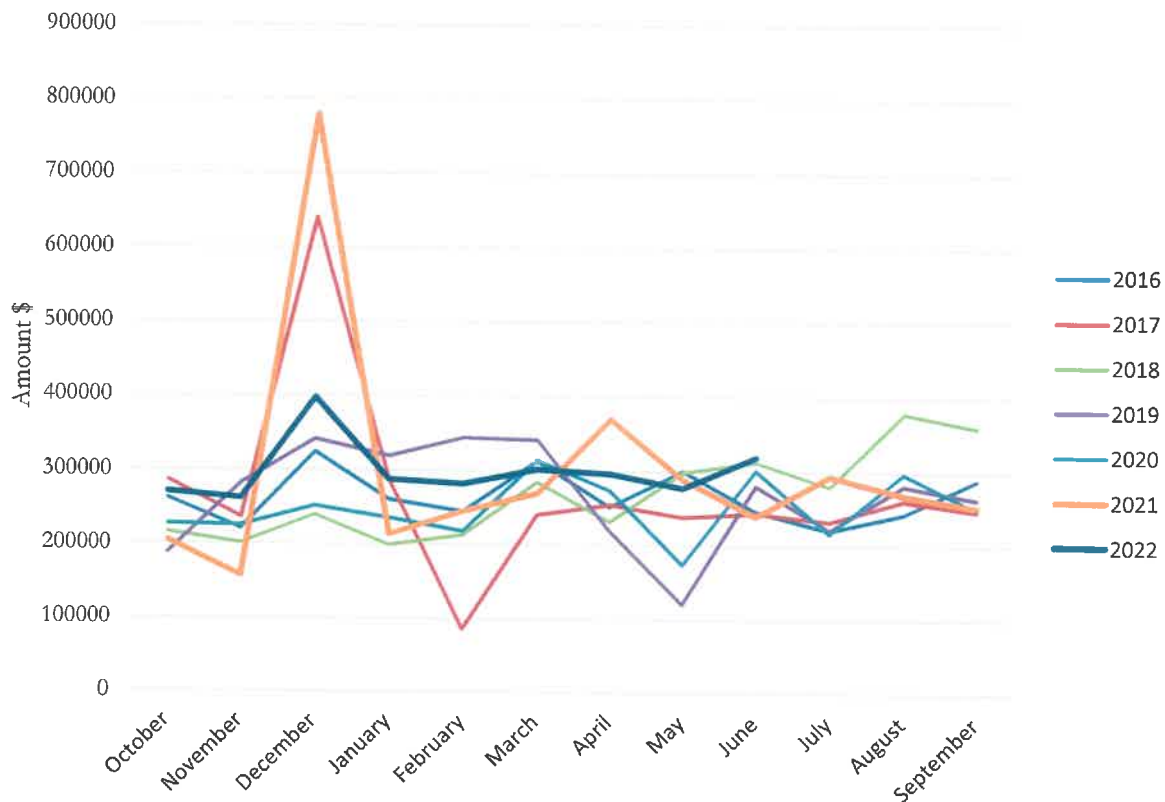
**From:** Cathy Ezell, Finance Director

### Financial Information

**The General Fund:**

The revenues collected for the General fund as of August 31, 2022 are \$18,125,553 or 95.59% of the total budgeted revenues. Sales tax revenue is collected two months in arrears. The sales tax collections received are less than last year at this time.

**Comparison of Sales Tax Revenue by Year**



The expenditures for the General Fund as of August 31, 2022 are \$17,940,646 or 85.38% of the budgeted expenditures. See the attached Monthly Financial Report for more detail.

The revenues are over the expenditures by \$184,887. The fund balance or reserves of the General Fund as of August 31, 2022 is \$6,909,301. This is 34.03% of the expenditure budget.

# Monthly Report Finance, Court & Water Departments

## **Water & Sewer Fund**

The revenues for the Water & Sewer Fund as of August 31, 2022 are \$6,219,051 or 94.40% of the budgeted revenues. See the attached Monthly Financial Report for more detail.

The expenditures for the Water & Sewer Fund as of August 31, 2022 are \$5,744,502 or 88.73% of the budgeted expenditures. See the attached Monthly Financial Report for more detail. Veolia has notified the City that they have spent 80% of their Repair and Maintenance Budget.

The revenues exceed the expenditures by \$474,549. The fund balance or reserves for the Water & Sewer Fund as of August 31, 2022 is \$525,484. This fund balance is only 8.27% of the operating expenditures.

## Customer Service Department

The Water Department and Municipal Court have been re-organized into one department, the Customer Service Department. The Customer Service Department was moved to the 3<sup>rd</sup> floor of City Hall.

A review of all court and water records has begun.

The Municipal Court functions will be the next to move to Incode 10. We have begun planning the migrations. The migration has begun and is expected to go live October 31, 2022.

### Court Data

Number of Citations Issued	175
Number of Citations Paid	59
Number of Citations Closed	131
Number of Outstanding Cases	7,430
Revenue Generated – August	\$ 11,762
Revenue Generated – To-Date	\$206,431

## Other

The Finance, Human Resources, and Customer Service Department completed the review and purge of old records. We also re-organized the Vault to become the primary place for the storage of City records, with the help of the Building/Code and Public Works departments.

**City of Freeport**  
**Monthly Financial Report**  
**As of August 31, 2022**  
**General Fund**

	FY2021 Actuals	Adopted FY2022 Budget	Amended FY2022 Budget	Year to Date Actual	% YTD Budget
Beginning Fund Balance	\$ 5,613,957	\$ 7,457,056	\$ 6,724,415	\$ 6,724,415	
<b>Revenues</b>					
EMS	\$ 594,291	\$ 542,900	\$ 542,900	\$ 481,543	88.70%
Property Taxes	2,716,469	3,054,000	3,054,000	3,047,520	99.79%
Industrial Taxes	8,090,088	8,272,790	8,272,790	7,892,357	95.40%
Sales Tax	2,387,917	2,000,000	2,030,000	1,795,653	88.46%
Franchise & Other Taxes	636,793	723,100	723,100	545,271	75.41%
Permits	183,562	136,135	136,135	265,011	194.67%
Charges for Services	936,361	935,700	935,700	785,147	83.91%
Recreation/Rental	63,428	138,500	138,500	96,152	69.42%
Golf	717,239	625,000	625,000	736,057	117.77%
Municipal Court	176,376	406,200	406,200	147,955	36.42%
Grants	823,390	1,332,200	1,594,203	1,637,372	102.71%
Lease Income	242,901	123,402	123,402	148,789	120.57%
Miscellaneous	905,864	370,775	380,575	546,707	143.65%
<b>Total Revenues</b>	<b>18,474,680</b>	<b>18,660,702</b>	<b>18,962,505</b>	<b>18,125,533</b>	<b>95.59%</b>
<b>Expenditures</b>					
Administration	\$ 1,715,009	\$ 1,900,909	\$ 1,915,600	\$ 1,794,680	93.69%
Service Center	214,790	224,033	224,033	201,070	89.75%
Municipal Court	196,384	239,075	239,075	206,431	86.35%
Police	4,528,655	4,979,157	4,979,157	4,369,143	87.75%
Fire	1,441,915	1,401,566	1,405,931	1,066,350	75.85%
EMS	819,416	927,740	927,740	928,052	100.03%
Emergency Management	308,615	-	169,681	150,986	88.98%
Code Enforcement	393,536	420,845	438,205	333,036	76.00%
Building	311,517	358,098	358,098	208,489	58.22%
Garbage Collection	968,318	931,000	931,000	767,732	82.46%
Street & Drainage	1,330,808	1,431,147	1,460,781	1,254,797	85.90%
Beach Fund Expense	55,849	31,500	31,500	46,032	146.13%
Historical Museum	333,402	427,492	427,492	321,730	75.26%
Sr Citizens Commission	4,982	10,250	10,250	4,604	44.91%
Library	184,796	42,500	42,500	32,215	75.80%
Parks	1,332,358	1,281,967	1,306,104	1,110,716	85.04%
Golf	1,489,681	1,172,103	1,172,103	1,057,525	90.22%
Recreation	496,866	620,027	620,027	482,896	77.88%
Interfund Transfer to	1,410,846	4,051,815	4,503,618	3,741,664	83.08%
Interfund Transfer from	(173,520)	(150,000)	(150,000)	(137,500)	91.67%
<b>Total Expenditures</b>	<b>17,364,222</b>	<b>20,301,224</b>	<b>21,012,895</b>	<b>17,940,646</b>	<b>85.38%</b>
<b>Revenue Over/(Under)</b>	<b>\$ 1,110,458</b>	<b>\$ (1,640,522)</b>	<b>\$ (2,050,390)</b>	<b>\$ 184,887</b>	
<b>Expenditures</b>					
Ending Fund Balance	\$ 6,724,415	\$ 5,816,534	\$ 4,674,025	\$ 6,909,301.77	

**City of Freeport  
Monthly Financial Report  
As of August 31, 2022  
Water Sewer Fund**

	FY2021 Actuals	Adopted FY2022 Budget	Amended FY2022 Budget	Year to Date Actual	% YTD Budget
Beginning Fund Balance	\$ (17,603)	\$ (598,386)	\$ 50,936	\$ 50,936	
<b>Revenues</b>					
Interlocal Revenue	\$ 163,635	\$ 4,000	\$ 4,000	\$ -	0.00%
Interest	1,417	500	500	1,379	275.71%
Misc Income	(208)	-	-	1,749	N/A
Misc Income Return Checks	505	1,000	1,000	1,142	114.24%
Utility Reimbursements	182,371	70,000	70,000	146,049	208.64%
Community Dev Grant	25,139	260,000	260,000	136,229	52.40%
Grant Revenue-Emergency P	(58,143)	-	-	-	N/A
FEMA Reimbursement	-	-	-	-	N/A
Cash Over or Short	(23)	-	-	(45)	N/A
Water Revenue	3,248,117	3,764,000	3,764,000	3,174,431	84.34%
Water Revenue - Misc	5,493	-	-	25	N/A
Sewer Revenue	2,242,923	2,383,800	2,383,800	2,316,228	97.17%
Sewer Revenue - Misc	913	-	-	20	N/A
Sewer Surcharge	-	-	-	321	N/A
Water Tap Fee	14,800	14,000	14,000	23,752	169.65%
Sewer Tap Fee	-	-	-	2,540	N/A
Bad Debt Write-Off	2,589	1,000	1,000	728	N/A
Connect & Disconnect Fees	77,169	90,000	90,000	118,419	131.58%
Transfer from General Fund	-	-	-	296,083	
Proceeds from Bond Sale	4,845,000	-	-	-	N/A
Premiums from Bond Sale	300,036	-	-	-	N/A
Underwriter's Discount	(61,356)	-	-	-	N/A
<b>Total Revenues</b>	<b>10,990,376</b>	<b>6,588,300</b>	<b>6,588,300</b>	<b>6,219,051</b>	<b>94.40%</b>
<b>Expenditures</b>					
Salaries	\$ 100,431	\$ 126,059	\$ 126,059	\$ 88,907	70.53%
Benefits	72,423	53,168	53,168	45,395	85.38%
Supplies	48,979	46,850	46,850	52,943	113.01%
Services	5,203,971	5,322,160	5,322,160	4,841,377	90.97%
Maintenance	18,460	65,000	65,000	71,268	109.64%
Sundry	2,834	25,675	25,675	16,248	63.28%
Capital Outlay	241,058	260,000	382,239	213,391	55.83%
Debt Service Fees	79,576	-	-	-	N/A
Transfer to Debt Service	4,104	302,698	302,698	277,473	N/A
Transfer to CO2021 Bond Fund	5,000,000	-	-	-	N/A
Transfer from General Fund	150,000	150,000	150,000	137,500	N/A
<b>Total Expenditures</b>	<b>10,921,837</b>	<b>6,351,610</b>	<b>6,473,849</b>	<b>5,744,502</b>	<b>88.73%</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$ 68,539</b>	<b>\$ 236,690</b>	<b>\$ 114,451</b>	<b>\$ 474,549</b>	
Ending Fund Balance	\$ 50,936	\$ (361,696)	\$ 165,387	\$ 525,484	



**CITY OF FREEPORT  
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131 East 4<sup>th</sup> Street  
Freeport, Texas 77541  
Phone (979) 233-2111  
Fax (979) 233-4103

Christopher Motley  
Chief / EMC

Mike Praslicka  
Deputy Chief  
EMS Coordinator

Jason Shafer  
Deputy Chief  
Fire Marshal

**Office of the Fire Marshal**

August 2022 Monthly Report.

**Fire/Safety Inspections:**

Address	Inspection Type	Pass/Fail
511 S Ave B	C of O final	Pass
202 S. Gulf	Overhead Hydro Visual	Pass
<b>Total Inspections: 2</b>		

**Plans Review:**

Name or Address	Type of Plan	COMMENTS Y/N
905 N Brazosport Blvd	New Construction	Y
2300 SH 288	Site	Y
2300 SH 288 Build A	Construction	Y
2300 SH 288 Build B	Construction	Y
Mist Lounge	Build out	Y
<b>Total Reviews: 4</b>		

**Fire Investigations:**

Address	Type of Fire	Disposition
802 Dixie	Structure (House)	Undetermined (Open)
<b>Total: Investigations: 1</b>		





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**Fire Safety Consultation/ Consultation:**

Whom	In Reference to:
EDC	323,311,301 West Brazos
2024 Brazosport Blvd	Walk through for C of O
1309 Brazosport Blvd	Walk through for C of C
EDC	10 Ash, 700 W. Brazos
EDC	318 W 2 <sup>nd</sup> , 80 Oak
Salvation Army/COF	Water/Hydrant lines
BISD	Bon Fire
<b>Total: 10</b>	

**Incident Response:**

Location	Type of Incident	Disposition
1100 Ave C	Poss. Structure	No fire
332 North bound	Grass Fire	Ext by FD
123 W. 4th	Gas Leak	Secure Area for gas company
700 N Ave F	Illegal Burning	Ext. by Occupant
<b>Total Calls: 4</b>		

**Public Education Events:**

Location	Name of Event	Appx # people
<b>Total:</b>		

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

Address	Description	Disposition
<b>Total: 0</b>		

**Training:**

Course Name	Hours
Active Shooter	3
LNG Emergency Response	4

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Micheal Dumas  
Deputy Chief  
Fire Marshal

To: Mr. Kelty, City Manager

From: Christopher D. Motley, Fire Chief

Date: September 14, 2022

Re: August 2022

Response alarms: July 2022  
Fire - 15  
EMS - 157  
Total - 172

Significant Events:  
Air Ambulance transport: 5  
Request mutual aid into the city to cover EMS response: 2 FIRE 1  
Mutual aid given to other cities to cover EMS response: 2 FIRE 0  
Two EMS units working calls at the same time: 20  
Three working EMS alarms: 2  
Four working EMS alarms: 0  
Five working EMS alarms: 0  
Transport rate: 62%

Equipment/Infrastructure:  
Fire Station engine bay slab is failing due to road bed is washing out. Public Works will perform the work. Completed two driveways pending three more.

Audit:  
Texas Department of Insurance audit: Contact ISO. No Response

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

Winter Storm Declaration the City of Freeport is in recovery phase. Federal Declaration Category B: Protective Measures has been approved. Additional funding has been approved for Administrative An appeal for additional Cat B reimbursement has been filed. No update in the appeal this period

Seeing an increase for wildland fires in Brazoria County.

Preparing emergency management response to natural disasters.  
Updating call personnel city wide for response and recovery operations.  
Training on damage assessment software.  
Updating city personnel across each department in Everbridge the city's mass communication program.  
Scheduling programs across city departments to prepare employees to respond in a unified approach.

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Mitigation Grants: FEMA: S.A.F.E.R. Grant application, awaiting announcement of award.  
Update: No information from FEMA. Contact Congressman Weber's Office to inquiry on the announcement of awards.

FEMA American Firefighter Grant, complete the application and awaiting announcement of award. Project 1.) Training and overtime for training: \$120,000.00. 2.) Brush/Wildland truck: \$125,000.00.  
August 19, 2022. Received notice of award for training.

Personnel: Staffing:  
Promotion for Fire Lieutenant and Driver/Operator are in progress.  
Fire Fighter Vacancy: One (Full-time)  
Fire Fighter Vacancy: Six (Part-time)  
EMS Vacancy: Three (Part-time). One position filled and orientation in progress.

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

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

Training Employees: Three employees currently in school.: Evelyn Betancourt: EMT-Basic to EMT-Advance, Spring 2023 and David Olazaba: EMT-B to EMT- Advance.  
iPAWS training for emergency notification of the public.

Injuries: None

Events: Freeport LNG Drill August 11, 2022

Public Relations: Kids Fest

Prevention: Council Chambers are sanitized by staff prior to each council meeting.  
Highway information boards updated regularly for a COVID-19 update or weather. Update for roadway closure for Hoppy field construction and City sponsored events.

Announcements: None

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# Property & Monthly Report

## August 2022

### Property:

- Lien Calculations/Payoff Preparations/Releases – Collected: \$ 2,388.37.53

### Information Technology:

- Update website
- Update social media
- Attended 5 Boards/Commissions meetings for setup and broadcast

### GIS:

- Update ownership data
- 200' Replat maps with ownership
- 911 Address Range Verifications
- New Address Assignments
- WebApp development- Website & Water Department

### Projects:

- Surplus Auction 60%
  - September 2022 – Waiting on Replacement Titles
- Marlin Avenue (Bridge Harbor) 5%
  - Renumbering of Addresses for 911 purposes

## Monthly Golf Course Report August2022

For the month of August our revenue was \$59,695.00 which is \$7,900 over my forecasted goal for the month. We did have 9.75" of rain this month and cartpath only 5 days which did have some affect on our revenue and rounds of golf played. But we still managed to beat all of our category goals. We are still around 200 members and rounds of golf played for the fiscal year will be close to 30,000 which will be an all time high. Also for the fiscal year our revenue budget is \$621,500, and we are currently at \$744,000 with one month left to go.

As we look to September we have a very busy tournament schedule lined up with a majority of those tournaments at the end of September and October. With a strong push in September and weather cooperating I feel we will be able to end the fiscal year at \$800,000 revenue for the year. I have attached more detailed numbers to show our strong and weak areas.

Thank you

Brian

**Golf Course Goals vs Actuals 2021-2022**

**Goal**

Category	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Totals
Green Fee	11,000	12,000	12,000	10,000	10,000	16,000	16,000	16,000	16,000	15,000	13,000	13,000	160,000
Rec(taxable)	0	0	0	0	0	0	0	0	0	0	0	0	0
Golf Cart	7,000	7,000	6,000	6,000	5,000	7,000	8,000	8,000	8,000	7,000	8,000	8,000	85,000
Merchandise	12,000	12,000	11,000	10,000	10,000	18,000	20,000	16,000	15,000	15,000	13,000	14,000	166,000
Prep Food	550	650	400	500	400	800	1,100	1,200	1,200	750	750	700	9,000
Beer Sales	7,000	8,000	7,000	5,000	3,500	6,500	7,000	5,500	7,500	7,000	6,000	5,000	75,000
Drinks/Chips	3,000	2,500	2,000	1,500	1,500	2,500	3,000	3,000	3,500	3,000	3,000	3,000	31,500
Memberships	8,000	8,000	8,000	8,000	7,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	95,000
<b>Total</b>	<b>\$48,550</b>	<b>\$50,150</b>	<b>\$46,400</b>	<b>\$41,000</b>	<b>\$37,400</b>	<b>\$58,800</b>	<b>\$63,100</b>	<b>\$57,700</b>	<b>\$59,200</b>	<b>\$55,750</b>	<b>\$51,750</b>	<b>\$51,700</b>	<b>\$621,500</b>

**Actual**

Category	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Totals
Green Fee	13,283	16,402	16,029	10,459	12,044	17,301	23,102	21,453	19,370	23,218	15,085		187,745
Rec(taxable)	0	0	0	0	0	0	0	0	0	0	0		0
Golf Cart	7,481	10,000	11,169	7,135	7,012	13,687	16,504	15,171	13,883	15,060	10,838		127,940
Merchandise	9,817	10,986	14,800	10,718	12,264	15,026	25,819	23,040	20,019	18,316	14,045		174,849
Prep Food	575	681	932	732	709	1,254	1,365	1,411	1,251	1,254	864		11,028
Beer Sales	5,928	7,564	7,881	4,993	3,719	8,827	11,329	11,854	9,522	9,072	6,645		87,332
Drinks/Chips	2,232	2,081	2,710	1,821	1,609	2,784	3,832	4,515	4,238	5,376	3,719		34,917
Memberships	11,833	8,872	9,023	11,258	11,770	11,104	11,700	14,741	11,849	9,513	8,499		120,163
<b>Total</b>	<b>\$51,148</b>	<b>\$56,586</b>	<b>\$62,544</b>	<b>\$47,116</b>	<b>\$49,126</b>	<b>\$69,982</b>	<b>\$93,650</b>	<b>\$92,185</b>	<b>\$80,132</b>	<b>\$81,809</b>	<b>\$59,695</b>	<b>\$0</b>	<b>\$743,974</b>
<b>Over/Under</b>	<b>\$2,598</b>	<b>\$6,436</b>	<b>\$16,144</b>	<b>\$6,116</b>	<b>\$11,726</b>	<b>\$11,182</b>	<b>\$30,550</b>	<b>\$34,485</b>	<b>\$20,932</b>	<b>\$26,059</b>	<b>\$7,945</b>		<b>\$174,173</b>

Rounds of Golf

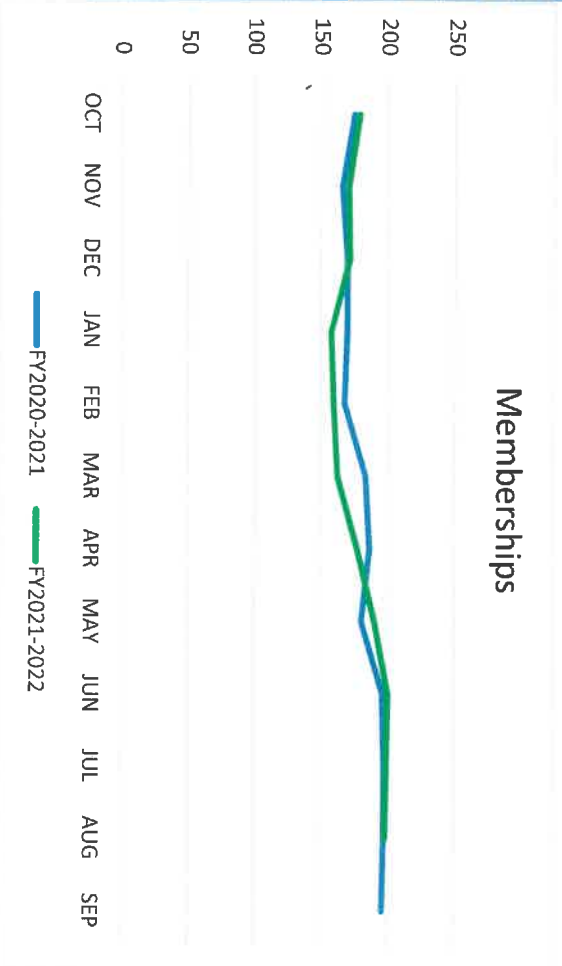
Month	FY2020-2021	Y2021-2022
OCT	2396	1489
NOV	2407	2109
DEC	2022	2430
JAN	1860	1785
FEB	1364	1619
MAR	2252	2633
APR	2483	3089
MAY	1616	3100
JUN	2160	2801
JUL	1848	3076
AUG	2205	2328
SEP	1534	
	24147	26459





# Memberships

Month	FY2020-2021	FY2021-2022
OCT	175	179
NOV	166	171
DEC	170	172
JAN	170	158
FEB	168	160
MAR	184	163
APR	187	178
MAY	181	191
JUN	197	201
JUL	198	200
AUG	198	199
SEP	197	



Revenue for the fiscal years

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-2021	2021-2022
October	\$ 47,009.00	\$ 38,020.00	\$ 44,541.00	\$ 42,949.00	\$ 40,175.00	\$ 50,996.00	\$ 41,662.00	\$ 40,670.00	\$ 34,325.00	\$ 35,953.00	\$ 33,172.00	\$ 40,639.00	\$ 27,027.00	\$ 34,039.00	\$ 42,407.50	\$ 62,202.91	\$ 51,147.84
November	\$ 27,799.00	\$ 33,807.00	\$ 33,020.00	\$ 44,707.00	\$ 39,303.00	\$ 36,034.00	\$ 42,510.00	\$ 44,313.00	\$ 28,836.00	\$ 26,980.00	\$ 19,944.00	\$ 31,995.00	\$ 20,448.00	\$ 23,229.00	\$ 43,398.77	\$ 64,634.00	\$ 56,586.76
December	\$ 34,148.00	\$ 25,466.00	\$ 37,308.00	\$ 36,530.00	\$ 20,950.00	\$ 35,136.00	\$ 31,312.00	\$ 32,256.00	\$ 29,786.00	\$ 29,645.00	\$ 26,178.00	\$ 24,651.00	\$ 20,856.00	\$ 40,993.00	\$ 48,990.47	\$ 50,927.48	\$ 62,544.32
January	\$ 38,163.00	\$ 19,599.00	\$ 23,783.00	\$ 40,207.00	\$ 21,224.00	\$ 27,521.00	\$ 49,248.00	\$ 25,693.00	\$ 37,898.00	\$ 20,982.00	\$ 36,442.00	\$ 57,636.00	\$ 30,342.00	\$ 30,229.00	\$ 23,365.55	\$ 56,651.51	\$ 47,116.31
February	\$ 29,092.00	\$ 31,560.00	\$ 29,207.00	\$ 40,299.00	\$ 16,893.00	\$ 32,118.00	\$ 27,440.00	\$ 35,248.00	\$ 32,762.00	\$ 31,665.00	\$ 30,448.00	\$ 30,448.00	\$ 21,772.00	\$ 26,749.00	\$ 37,454.31	\$ 41,451.22	\$ 49,126.05
March	\$ 44,484.00	\$ 50,244.00	\$ 45,181.00	\$ 51,193.00	\$ 52,873.00	\$ 64,305.00	\$ 39,994.00	\$ 58,128.00	\$ 44,011.00	\$ 29,929.00	\$ 34,261.00	\$ 39,413.00	\$ 52,056.00	\$ 52,147.00	\$ 56,903.83	\$ 67,691.37	\$ 69,982.06
April	\$ 52,898.00	\$ 44,170.00	\$ 54,841.00	\$ 60,003.00	\$ 58,698.00	\$ 67,655.00	\$ 57,937.00	\$ 46,802.00	\$ 51,866.00	\$ 33,553.00	\$ 28,234.00	\$ 58,911.00	\$ 60,713.00	\$ 82,079.00	\$ 113,723.75	\$ 75,786.66	\$ 93,650.43
May	\$ 49,583.00	\$ 50,784.00	\$ 59,984.00	\$ 65,535.00	\$ 46,083.00	\$ 59,246.00	\$ 57,607.00	\$ 51,940.00	\$ 56,256.00	\$ 48,499.00	\$ 30,164.00	\$ 50,065.00	\$ 57,692.00	\$ 62,730.00	\$ 62,730.00	\$ 58,401.78	\$ 92,185.04
June	\$ 38,039.00	\$ 52,831.00	\$ 65,674.00	\$ 62,065.00	\$ 59,492.00	\$ 59,357.00	\$ 61,151.00	\$ 55,923.00	\$ 48,913.00	\$ 26,082.00	\$ 8,162.00	\$ 37,417.00	\$ 53,075.00	\$ 58,322.00	\$ 62,154.13	\$ 63,469.78	\$ 80,131.95
July	\$ 40,396.00	\$ 35,250.00	\$ 58,329.00	\$ 62,141.00	\$ 40,405.00	\$ 52,427.00	\$ 50,465.00	\$ 50,193.00	\$ 44,700.00	\$ 43,387.00	\$ 36,186.00	\$ 37,658.00	\$ 52,448.00	\$ 69,071.00	\$ 50,746.13	\$ 57,641.43	\$ 81,808.90
August	\$ 40,352.00	\$ 41,420.00	\$ 38,504.00	\$ 63,134.00	\$ 48,395.00	\$ 44,385.00	\$ 45,158.00	\$ 48,075.00	\$ 46,545.00	\$ 43,272.00	\$ 30,306.00	\$ 23,868.00	\$ 58,221.00	\$ 67,005.00	\$ 58,155.52	\$ 57,091.00	\$ 59,695.18
September	\$ 35,529.00	\$ 37,527.00	\$ 23,756.00	\$ 49,098.00	\$ 41,086.00	\$ 44,276.00	\$ 42,282.00	\$ 34,895.00	\$ 25,984.00	\$ 43,272.00	\$ 26,082.00	\$ 2,160.00	\$ 15,674.00	\$ 38,567.00	\$ 57,786.23	\$ 45,708.61	
Total	\$ 477,492.00	\$ 480,478.00	\$ 514,128.00	\$ 617,861.00	\$ 485,557.00	\$ 557,456.00	\$ 546,766.00	\$ 525,006.00	\$ 481,682.00	\$ 392,155.00	\$ 339,379.00	\$ 434,860.00	\$ 480,324.00	\$ 585,100.00	\$ 523,369.18	\$ 707,657.75	\$ 743,974.84



# Human Resources Monthly Report

Date: September 9, 2022

HR TEAM: Cathy Ezell, Donna Fisher and Mary Chavez

## HR Services Team Priorities and Results for August 2022:

- **Welcomes and Well-wishes:**
  - **We are excited to welcome:**
    - Evelyn Betancourt – Firefighter/EMT – Fire Department
    - Brian Morris – Maintenance Technician (Streets) – Public Works Department
    - Genesis Martinez – Part-time Museum Attendant – Museum
    - Eduardo Barajas – Part-time Recreation Attendant – Recreation Center
    - Sarah Bilbrey – Part-time Firefighter/EMS – Fire Department
- **Training/Coaching/Performance Improvement:**
  - **Performance Issues Addressed:** We had two (2) employee terminations for performance this month.
- **Employee Turnover/Recruiting/Hiring Progress:**
  - **Employee Turnover:** We had seven (7) employee separations in August. Three employees from the Public Works Department, one from the Museum, one from the Recreation Center and two from the Golf Course.
  - **Internal Transfers/Promotions:** We had zero (0) internal transfers/promotions in August.
  - **Recruiting:** Active recruiting searches include:
    - Part-time EMT
    - Economic Development Director
    - Firefighter/EMT – Full and Part Time
    - Police Chief
    - Maintenance Technician - Parks
    - Part-time Crossing Guard
    - Police Officer
    - Human Resources Director
    - Mechanic – Public Works
    - Part-time Range Attendant
    - Maintenance Technician - Streets
  - **Recruiting Sources** include: City website, The Facts Online, Texas Municipal League, Strategic Government Resources, Workforce Solutions, Industry-specific organizations, Community College programs for maintenance and Police, social media, and networking.

- **Risk Management and Insurance Updates:**

- **Unemployment Claims:** We had zero (0) unemployment appeals during the month of July. We have won one (1) unemployment appeal cases this calendar year (Jan.- December). The City's account will not be charged for this unemployment claim.
- **Workers Compensation Claims:** We had one (1) active Workers Comp. claim in August.
- **Family & Medical Leave Cases (FMLA)-** We had one (1) active FMLA cases in July.
- **Property/Liability/Accident Claims-** We had zero (0) new property claims and zero (0) new auto claims in August. We continued to add new vehicles and equipment to the insurance policy as received.
- **Record Retention:** We are continuing to move files that are not in current use but need to be retained to the vault.
- **Employee Benefits:** We held open enrollment meetings and continue to assist employees with benefit enrollment. We are preparing for HR and Payroll transition to Incode 10.
- **Training/Development:** We reported that our employees have complied with mandated Cybersecurity training.

### Priorities for September:

- **Employee Benefits** – Complete open enrollment for employee health, dental, vision and ancillary coverages. Enter all changes in carrier websites, Paycom and Incode in preparation for October 1.
- **Payroll Conversion** – Continue conversion implementation from Paycom to Incode 10 for HR and Payroll transition. We are scheduled to complete the first phase, which is payroll and human resources, of the conversion in October. The second phase, which time and attendance, will begin shortly after the completion of the first phase.