



**AGENDA  
REGULAR MEETING  
FREEPORT CITY COUNCIL  
TUESDAY, FEBRUARY 21, 2023 at 6:00 P.M.**

**Mayor:**

Brooks Bass

**Council Members:**

Jeff Pena

Jerry Cain

Mario Muraira

**City Manager:**

Timothy Kelty

**THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, WILL MEET ON TUESDAY, THE 21ST DAY OF FEBRUARY, 2023, 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 of the Quarterly Report for the First Quarter of FY 2023. **(Ezell)**

**CONSENT AGENDA:**

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 Any item requiring additional discussion may be withdrawn from the Consent Agenda by the Mayor, Councilmember or City Manager, and acted upon separately.

2. Consideration and possible action on the approval of City Council meeting minutes from February 6, 2023. **(Wells)**
3. Consideration and possible action for the approval of road closures for the Annual Easter Egg Hunt hosted by Barcadia. **(Petty)**

**COUNCIL BUSINESS – REGULAR SESSION:**

4. Consideration and possible action on First Reading of the EDC Project. **(Johnson)**
5. Consideration and possible action approving Resolution No. 2023-2778 Reaffirming Ethics Ordinance No. 2019-2567. **(Kelty)**
6. Consideration and possible action on approving Resolution No. 2023-2781 amending the policy for the take home vehicles. **(Fisher)**
7. Discussion and Possible Action for Budget Amendment for the asphalt paving at F/M 1495 Beach Entry - from Stop Sign intersection to Dunes. **(Pena/Bass)**
8. Discussion regarding Police Substation in Downtown at former BCC offices- next door to museum. **(Pena/Bass)**
9. Discussion and Possible Action for soliciting Architecture Plans for new Rec Center and Discussion of Site Placement. **(Pena/Bass)**

**WORK SESSION:**

10. **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. City Manager Tim Kelty announcements and comments.
  - F. Updates on current infrastructure.
  - G. Update on reports / concerns from Department heads.

**CLOSED SESSION:**

11. Executive Session regarding a.) (Deliberations about Real Property) East End, Property swap with ISD for OA Fleming property and River property used for High School ball diamonds. b.) (Consultation with Attorney) potential litigation: Veolia Contract, Motel 6. c.) (Economic Development) Skinner Street Housing project; in accordance with Texas Government Code Annotated, Chapter 551, Sections 551.071, 551.073 and 551.087.

**COUNCIL BUSINESS – REGULAR SESSION:**

12. Take any action resulting from Executive Session.

**ADJOURNMENT:**

13. Adjourn.

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


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

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

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

  
Betty Wells, City Secretary,  
City of Freeport, Texas



## City Council Agenda Item # 1

**Title:** Presentation of the Investment Report for the Quarter Ending December 31, 2021.

**Date:** February 21, 2023

**From:** Cathy Ezell, Finance Director

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**Staff Recommendation:**

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

**Item Summary:**

This report reflects that on December 31, 2022, the City's total portfolio of \$22.933 million was managed in compliance with the PFIA and the City's investment policies.

**Background Information:**

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

**Special Considerations:** N/A

**Financial Impact:** N/A

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

**Supporting Documentation:**

Quarterly Investment Report



**Quarterly Investment Report**  
**October 1, 2022 - December 31, 2022**

G/L Account	Description	Book Value	Current Interest Rate	Yield to Maturity	Maturity Date	Days to Maturity	Beginning Market Value for Period	Changes to Market Value	Ending Market Value for Period	Interest Paid YTD
<b>Cash in Demand Accounts</b>										
99-101-000	Operating Account	\$ 7,300,456	3.98%	3.98%	Demand	1	\$ 7,075,452	\$ 225,004	\$ 7,300,456	\$ 55,345
<b>Total Cash in Demand Accounts</b>		<b>\$ 7,300,456</b>					<b>\$ 7,075,452</b>	<b>\$ 225,004</b>	<b>\$ 7,300,456</b>	<b>\$ 55,345</b>
<b>Invested in Government Pools</b>										
99-105-020	Texas Class	\$ 3,042,433	3.85%	3.85%	Demand	1	\$ 3,017,220	\$ 25,213	\$ 3,042,433	\$ 25,213
10-103-101	TexPool	12,589,792	3.98%	3.98%	Demand	1	12,479,158	110,634	12,589,792	110,634
<b>Total Invested in Pools</b>		<b>\$ 15,632,226</b>					<b>\$ 15,496,379</b>	<b>\$ 135,847</b>	<b>\$ 15,632,226</b>	<b>\$ 135,847</b>
<b>TOTAL ALL INVESTMENTS</b>		<b>\$ 22,932,682</b>					<b>\$ 22,571,830</b>	<b>\$ 360,851</b>	<b>\$ 22,932,682</b>	<b>\$ 191,193</b>

Investment Category	Book Value	Percentage	Weighted Average Maturity (Days)
Cash in Demand Accounts	\$7,300,456	31.83%	1.00
Government Pools	\$15,632,226	68.17%	0.81
Certificates of Deposit	50	0.00%	0.00
<b>TOTAL</b>	<b>\$22,932,682</b>	<b>100.00%</b>	<b>0.87</b>

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

The City requires its depository banks to provide collateral for all deposits in excess of Federal Deposit Insurance. At the end of the quarter, the market value of collateral pledged by Baker Bond Accounting to the City was \$12.07M, 170% of deposits.

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

Prepared By: *Cathy Ezell* 2/10/2023  
 Cathy Ezell, Investment Officer Date

Verified By: *Ciselle Hernandez* 2/10/2023  
 Ciselle Hernandez, Investment Officer Date

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the City Council of Freeport, Texas met on Monday, February 6, 2023 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

Staff: Tim Kelty, City Manager  
Lance Petty, Assistant City Manager/PWD  
Betty Wells, City Secretary  
Clarisa Molina, Administrative Assistant  
Tommy Ramsey, Interim City Attorney  
Cathy Ezell, Finance Director  
Toby Cohen, IT Manager  
Donna Fisher, Human Resource Director  
Kacey Roman, Building Official  
Chris Motley, Fire Chief  
Robert Johnson, EDC Director

Visitors:

George Matamoros	David McGinty
Karla Clark	Pam Dancy
Manning Rollerson	Sam Reyna
Jerry Meeks	Mark Parker
Kenny Hayes	Melanie Oldham
Kent Holle	Ron Bachman
Con McCleester	Diane McCleester
Jack Bullman	Jared Barber
Cynthia Stewart	Shonda Marshall
Joe Penfield	William Leitch
Carol Parker	Julie Solis
Bonnie Zimmerle	

**Call to order.**

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

## **INVOCATION AND PLEDGE OF ALLEGIANCE:**

Invocation and Pledge was led by Mayor Brooks Bass.

## **CITIZENS' COMMENTS:**

Manning Rollerson spoke of the Clorox smell, and how the PD and the FD never came out after he called and reported the smell. He said he has never received a report on this leak. He spoke of his concerns of LNG restarting, he said how can we be sure it is safe. He spoke of his concerns of the PD and EMS dropping the ball with Mr. Bivens.

Karla Clark 411 Sailfish spoke of her concerns of requesting information and concerns she has, she said she never hears back from anyone, she said we as residents should not be ignored.

Cynthia Stewart, said she has been a resident of Freeport for 40 years. She spoke of her concern for the lack of concern, for the debris in the City from the Code Officers. She said nothing gets done. She spoke of past plans, and how nothing has happened or changed.

George Matamoros North Ave O, spoke of his concern of Councilman for Ward A. He said this Councilman disclosed confidential info from the discussion in Executive Session. Mr. Matamoros asked that this Councilman not be allowed in Executive Session, and that the City ask that criminal charges be brought for this most recent violation.

Resident William Leitch 216 W. Park, he spoke of the property on the East Side of Barcadia, and how the council is discussing of giving this property away to bring in another Dollar Store. He said he opposes this. He said this land was designated for parking.

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

Chief Howell introduced Officer Torres, and Officer Earl. She said they are newest Officers.

### **Presentation of the Freeport Police Department Annual Traffic Contact Report for 2022**

Chief Howell presented the Freeport Police Department Annual Traffic Contact Report for 2022.

## **CONSENT AGENDA**

Councilman Pena asked that item number three be pulled from the Consent Agenda.

### **Consideration and possible action on the approval of City Council meeting minutes from January 23, 2023.**

A motion was made by Councilman Muraira to approve the January 23, 2023 meeting minutes, seconded by Councilman Cain, with all voting "Aye" 4-0 council unanimously approved the January 23, 2023 meeting minutes.

## **COUNCIL REGULAR AGENDA**

Consideration and possible action to amend the approved Contract for Election Services between the City of Freeport and the County Clerk of Brazoria County to now provide that the Presiding Judge and Alternate Presiding Judge shall be Jarvis Davis and Clarisa Molina, respectively.

A motion was made to approve the amended agreement by Councilman Cain, seconded by Councilman Muraira. With discussion that followed.

There was discussion by council on where the Presiding Judge works and lives. And the question was asked of how the Judges are selected. There was discussion on what role Clarisa Molina holds at the city and who she works under. Councilman Pena expressed concern regarding Ms. Molina's appointment to this position.

Ms. Clark said these people are appointed by your Republican and Democratic Party.

Sam Reyna said he believes the County Elections appoints the Judges.

Manning Rollerson said in his opinion, appointing a city employee is a conflict of interest.

Pam Dancy said the City is creating the conflict.

George Matamoros defended the integrity of Clarisa Molina.

There was a lengthy discussion on the possible conflict of having a city employee as an Alternate Presiding Judge. Ms. Clark explained the role that Clarisa Molina would be in the chain as the Alternate Presiding Judge.

Mayor Bass called the motion for a vote, with all present voting "Aye" 4-0 council approved the Contract for Election Services between the City of Freeport and the County Clerk of Brazoria County to now provide that the Presiding Judge and Alternate Presiding Judge shall be Jarvis Davis and Clarisa Molina, respectively.

Consideration and possible action approving Ordinance No. 2023-2686 calling the General Election on May 6, 2023, for the election of council positions for Wards A and C.

City Manager Tim Kelty, presented to council Ordinance No. 2023-2686 calling the General Election on May 6, 2023, for the election of council positions for Wards A and C.

A motion was made by Councilman Cain to approve Ordinance No. 2023-2686 calling the General Election on May 6, 2023, for the election of council positions for Wards A and C, seconded by Councilman Muraira, with all voting "Aye" 4-0 vote council unanimously approved Ordinance No. 2023-2686 calling the General Election on May 6, 2023, for the election of council positions for Wards A and C.

Consideration on possible action approving Ordinance No. 2023-2687 calling the Charter Amendment Election.

A motion was made by Councilman Cain to approve Ordinance No. 2023-2687 calling the Charter Amendment Election, seconded by Mayor Bass. With discussion that followed.

Mayor Bass thanked the Charter Review Committee for all of their hard work.



Sam Reyna spoke of Article 3, Section 3.01(b)(d) Term Limits, he said that this was voted 2-3 with the Charter Review Board in regards to recommending a change back to the way it was prior to the last election. Mr. Reyna asked the Council to consider including this on the ballot.

There was discussion that council would consider possible change for the term to be placed on the ballot.

Councilman Pena said he wants to make sure the residents of Ward D have representation. He said he would like to table this item. Mr. Kelty said there is a time table on this Ordinance. It has to be adopted by February 17 to be placed on the ballot this year, otherwise it would have to wait until next year.

Councilman Cain said he is ok with the recommendations as presented, and he is ok with waiting on a representative for Ward D.

Councilman Muraira asked about the time on this Ordinance. Mr. Kelty said it will have to be done before the 17<sup>th</sup> of February.

Mayor Bass pointed out some sections of the ordinance that needed correction. Page, 23 needs "on" added, page 29 proposition number seven, Section 4.02(a). On page 30, proposition number nine Section 4.08, should this question be expanded explaining the duration with their tenor with the city. Interim City Attorney Ramsey said he thinks we can add language to the end of the questions.

Councilman Cain made an amended motion to add the changes that were identified, seconded by Mayor Bass. Mayor Bass called for vote on the motion. With a 2-2 vote, motion failed with Mayor Bass and Councilman Cain voting "aye" and Councilmen Pena and Muraira voting "nay".

Consideration and possible action approving Ordinance 2023-2688 calling a Special Election to authorize the City of Freeport to transfer its property interest in 15.153 acres to Brazosport Independent School District to allow the District to continue to use the 15.153 acres for softball and baseball purposes so the District can donate 30.9 acres to the City to develop in part for new recreational and park purposes.

Karla Clark asked which park? And what will we do with the Park at O.A. Fleming?

Manning Rollerson said he is concerned of another Rec Center and Park in his neighborhood. He said we have no houses. He said all parks have to be voted on by the citizens.

Joe Penfield said if the City gets the land, the Port doesn't.

A motion was made by Councilman Cain, to approve Ordinance 2023-2688 calling a Special Election to authorize the City of Freeport to transfer its property interest in 15.153 acres to Brazosport Independent School District to allow the District to continue to use the 15.153 acres for softball and baseball purposes so the District can donate 30.9 acres to the City to develop in part for new recreational and park purposes, seconded by Councilman Muraira with discussion that followed.

Mayor Bass said this is a project that we have been working on for a long time. He said the idea was to build a neighborhood. He said there was language in the agreement that the city has to get the land released from the Texas Parks and Wildlife. And there are additional requirements. We are still wanting to build houses, along with the park.

City Manager Tim Kelty explained the process for the agreement with the BISD and the ball diamonds. He said the previous 50-year lease agreement was entered over 20 years ago. He said the land was used as match for a \$500K grant from Parks and Wildlife and there are requirements to find alternate park land or pay back the grant.

Bonnie Zimmerle asked will this be another apartment complex being built? Or residential housing? Mr. Kelty said it is planned for residential, single family housing and park land.

Karla Clark asked will this field be big enough for a soccer field?

Councilman Pena asked if we need an election for this? Mr. Ramsey said 253.001 of Local Government Code said has to be taken to the voters, or taken to the Legislation. There was discussion on Texas Wildlife and the previous requirements.

Mayor Bass called the motion for a vote, with all voting "Aye" 4-0 council unanimously approved Ordinance 2023-2688 calling a Special Election to authorize the City of Freeport to transfer its property interest in 15.153 acres to Brazosport Independent School District to allow the District to continue to use the 15.153 acres for softball and baseball purposes so the District can donate 30.9 acres to the City to develop in part for new recreational and park purposes.

Consideration and possible action approving Resolution No. 2023-2778 Reaffirming Ethics Ordinance No. 2019-2567.

City Manager Tim Kelty presented Resolution No. 2023-2778 Reaffirming Ethics Ordinance No. 2019-2567. He said this has to be renewed annually. He said he did not request any proposed changes to the ordinance.

A motion was made by Councilman Pena to table Resolution No. 2023-2778 Reaffirming Ethics Ordinance No. 2019-2567, seconded by Mayor Bass, the item was tabled.

Consideration and possible action on Amendment #1 to Freese and Nichols Task Authorization #17 for Sanitary Sewer Lift station 3, 4, & 14 Rehabilitation.

City Manager Tim Kelty presented Amendment #1 to Freese and Nichols Task Authorization #17 for Sanitary Sewer Lift station 3, 4, & 14 Rehabilitation. He said this will allow for provision of necessary additional design services for the rehab of Lift Stations 3, 4, & 14. The cost of this amendment will be \$35,833.80.

A motion was made by Councilman Cain to approve Amendment #1 to Freese and Nichols Task Authorization #17 for Sanitary Sewer Lift station 3, 4, & 14 Rehabilitation, seconded by Councilman Pena with all present voting "Aye" 4-0 council unanimously approved Amendment #1 to Freese and Nichols Task Authorization #17 for Sanitary Sewer Lift station 3, 4, & 14 Rehabilitation.

Consideration and possible action approving Task Authorization No. 22 with Freese & Nichols, for the Copper and Lead Project, Phase I.

City Manager Tim Kelty presented Task Authorization No. 22 with Freese & Nichols, for the Copper and Lead Project, Phase I. He said this is in preparation to comply with Federally mandated Lead and Copper rules. He said Freese and Nichols will prepare the required report to move the City of Freeport towards compliance. The cost will be \$70,196.

A motion was made by Councilman Cain, to approve Task Authorization No. 22 with Freese & Nichols, for the Copper and Lead Project, Phase 1, seconded by Councilman Pena. With discussion that followed.

Mayor Bass asked if this is budgeted? Finance Director Cathy Ezell said no. It may be able to come out of a Bond Fund, but more than likely it will come from the Water/Sewer Fund.

Mayor Bass called the motion to a vote, with all present voting "Aye" 4-0 council unanimously approved Task Authorization No. 22 with Freese & Nichols, for the Copper and Lead Project, Phase 1.

Consideration and possible action on Resolution No. 2023-2779, supporting State GLO Funding for Levee improvements.

Karla Clark asked if this resolution is just to send to the State? Mr. Kelty said this is correct.

A motion was made by Councilman Cain to approve Resolution No. 2023-2779, supporting State GLO Funding for Levee improvements, seconded by Mayor Bass. With discussion that followed.

Mr. Kelty said in regards to this project the Federal Government has funded this Levee work in the amount of over \$700 million, they have entered into an agreement with Velasco Drainage for the match that required them to come up with \$246 million. Mr. Kelty said that at the time the agreement was signed the Texas GLO was going to provide the Velasco Drainage District funding for this match. He said the GLO now has only provided the district \$20 million, and in order for the project to move forward, it will require the District to come up with the balance. So, what they are doing is seeking support from the cities, and the government entities with similar resolutions and letters of support asking the state to recognize their original commitment.

Mayor Bass called the motion to a vote, with all present voting "Aye" 4-0 council unanimously approved Resolution No. 2023-2779, supporting State GLO Funding for Levee improvements.

Consideration and possible action approving Resolution No. 2023-2780 for vehicle and equipment repair maintenance policy.

Finance Director Cathy Ezell presented to council Resolution No. 2023-2780 for vehicle and equipment repair maintenance policy. She said this policy will formalize the procedures for repair and maintenance of vehicles and equipment. She said it is now required to have a policy for repair and maintenance of equipment and vehicles for applying for some grants.

A motion was made by Councilman Cain to approve Resolution No. 2023-2780 for vehicle and equipment repair maintenance policy, seconded by Councilman Pena. With discussion that followed.

Mayor Bass asked Ms. Ezell to correct a few items in the new Policy and Procedure for Repairs and Maintenance. There was discussion if this is to keep record of the repair and maintenance on the vehicles and equipment.

Mayor Bass called the motion for a vote, with all present and voting "Aye" 4-0 council unanimously approved Resolution No. 2023-2780 for vehicle and equipment repair maintenance policy.

## **WORK SESSION:**

Mayor Bass announced at 9:00 AM Saturday, at the John McGee Auditorium at the high school there will be a meeting with the Federal Department of Transportation in regard to the fire that occurred at the LNG Plant. Public is invited to attend ask questions and make comments.

Councilman Pena said he would like copies of the Police reports if any were made, in regards to the issues Mr. Rollerson spoke of. He asked Ms. Clark to email council with the outstanding request she spoke of. He told Ms. Stewart he can assure there are good will efforts between council. He said we have more to do, accountability, and this includes replacing staff. He said all elected officials are held to different standards. Councilman Pena said he educated himself of the rules, he said the topic of the Dollar General was actually cleared by Olson and Olson Municipal Expert. He said this was for transparency.

Councilman Cain said there should be another heavy trash day for the City. He said if we continue to have nice weekends like we just had, we are going to need the heavy trash pickup. Councilman Cain suggested we go ahead and pick a date and start advertising it. He spoke of the house fire on 8<sup>th</sup> & Dixie. Ms. Roman said a warrant inspection is being issued to take before the Board of Adjustments. Councilman Cain said the roof is starting fall in. It is becoming dangerous. He said across the street from this house, there is a mountain of concrete. He said someone is going to get hurt, we need to get this removed.

Councilman Muraira asked for an update on the lighting plan. Mr. Kelty said we just got confirmation from Centerpoint on the project and according to them the lights will be finished in 6 weeks. Councilman Muraira asked of the completion of Starbucks? Ms. Roman said about six months. Councilman Muraira asked for an update on the internet outage. Mr. Kelty said City Hall is up. He said they originally gave us a two-week time period. Councilman Muraira asked Mr. Kelty to give his goals at an upcoming Council meeting.

City Manager Tim Kelty spoke of Mr. Dillon's exhibit at the museum that will be going on until March 4. He also said the City Audit is progressing well. He said he is hoping this will be presented to council in March. He asked Council to send back the questioner to Whitley Penn.

Councilman Pena made a motion to invite City Manager and City Secretary into Executive Session, seconded by Councilman Cain, with a 2-2 vote motion fails. Mayor Bass and Councilman Cain voted "aye" and Councilmen Pena and Muraira voted "nay"

A motion was made by Mayor Bass to allow City Manager into Executive Session, excluding Ms. Wells, seconded by Councilman Cain, with a 2-2 vote motion fails. Mayor Bass and Councilman Cain voted "aye" and Councilmen Pena and Muraira voted "nay"

A motion was made by Mayor Bass to include Mr. Johnson from the EDC into Executive Session, seconded by Councilman Cain, with all present voting "Aye" 4-0 motion passed.

## **CLOSED SESSION:**

Open Session was recessed and Executive session was opened at 8:03 P.M.

Executive Session was closed at 8:49 P.M

A motion was made by Councilman Cain to authorize the City to convey 1.4 acres between 2<sup>nd</sup> and Broad to the EDC for project Blue Bird, with the condition that the EDC has it developed as a project having claw backs, requiring completion within 18 months, and shared parking for public use. Seconded by Councilman Muraira with discussion that follows.

Councilman Pena said the public needs to have more input on this.

Mayor Bass called the motion for a vote, with a 3-1 vote motion passed. Councilman Pena voted "Nay".

Councilman Pena made a motion for the release of the investigation of the Boys and Girls Club report, by Zech and Navarro. With lack of a second, the motion failed.

Adjourn

On a motion by Councilman Cain, seconded by Councilman Pena, with 4-0 vote, Mayor Bass adjourned the meeting at 8:51 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





Road Block

W 4th St

W Park Ave

W Park Ave

W Park Ave

Road Block

W Park Ave

Home Crafts

Park Ave Lofts & Studios

Whites Cafe

W 2nd St

Road Block

Memorial Park,  
Freeport, Texas

Road Block

E 4th St

Road Block

Theriot Incorporated

Freeport Historical  
Museum and Visitor

Road Block

E Broad St

E Park Ave

Barcadia Sports  
Bar & Pool Hall

Pizza

3 Sisters Boutique  
Women's clothing store

E 2nd St

Road Block

BARCADIA SPORTS BAR & POOL HALL  
**3RD ANNUAL**



**HOT DOGS**  
**BOUNCE HOUSES**

**SATURDAY, APRIL 8, 2023**

**OVER 50,000 EGGS FILLED WITH CANDY & PRIZES**

**LARGEST EGG HUNT IN BRAZORIA COUNTY**

**DOWNTOWN FREEPORT • STARTS AT 1PM**



## Ana Silbas

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**From:** Beach Bums Barcadia <beachbumsbarcadia@gmail.com>  
**Sent:** Friday, January 20, 2023 11:55 AM  
**To:** Ana Silbas  
**Subject:** Easter egg hunt street closure request

I would like to get this event on city council agenda

Easter Egg Hunt - Saturday April 8th, 2023  
Time from 11am - 3pm  
Block off all of east & west park st downtown  
bounce houses/slides

FREE EASTER EGG HUNT FOR EVERYONE

This is a KIDS EVENT and FAMILY FRIENDLY. No alcohol will be allowed.

Barcadia owners/staff will ensure the entire downtown area is cleaned up properly

Barcadia will also employ private security for the event

We ask the city provides the barricades needed to block off the street as well as extra trash cans

Expected attendance 500 +

Thanks  
James McDonald  
979-480-4243



## City Council Agenda Items # 4

**Title:** First reading and consideration of resolution approving economic development agreement to be enacted by the Freeport Economic Development Corporation and Taco Bell.

**Date:** Tuesday, February 21, 2023

**From:** Robert Johnson, FEDC Executive Director

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**Staff Recommendation:** Staff recommends City Council approve the Resolution for the requested EDC Economic Development project.

**Item Summary:** The EDC has identified an economic development project that it would like to fund. Because of the project's nature, it is required to have City Council approval following two readings. This is the first of the two required readings.

**Background Information:** The EDC negotiated a performance agreement with Taco Bell to be located at 1102 North Brazosport Boulevard, Freeport, TX. The performance agreement stipulates that, based on projected sales tax revenue generated from Taco Bell, which equals \$25,500 per year, the EDC shall reimburse up to \$20,000 annually provided that Taco Bell reaches \$20,000 in actual annual sales tax revenue. The first payment of \$20,000 shall be provided to Taco Bell on the execution date of the signed agreement to assist with demolition and construction costs associated with this project. This annual reimbursement shall be in affect for the remaining three years of the agreement. Taco Bell shall create seven full-time employees, eight part-time employees, four full-time shift managers, and two full-time managers. The minimum rate of pay negotiated for this agreement is \$9.25 per hour for Taco Bell Freeport's employees. These job and wage requirements must be maintained throughout the duration of the agreement.

**Special Considerations:** The EDC has done extensive vetting of this project since it was proposed in late 2021.

**Financial Impact:** The EDC will reimburse a total amount of up to \$80,000 to Taco Bell at the completion of the performance agreement. Funding for this project would come out of the \$1.059 million Special Project line included in the EDC fiscal year budget for projects. The total investment by Taco Bell is an estimated \$1.9 million.

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

Following a public hearing on February 13, 2023, the FEDC voted to recommend approval of this performance agreement with Taco Bell.

**Supporting Documentation:** Resolution and proposed performance agreement.

## ECONOMIC DEVELOPMENT AGREEMENT

STATE OF TEXAS           §  
  §  
COUNTY OF BRAZORIA   §

**THIS AGREEMENT** (the “Agreement”) by and between the Freeport Economic Development Corporation (the “EDC”), and MAS Restaurant Group Ohio Propco, LLC (proposed property owner) together with its associated entity MAS Restaurant Group LLC (proposed Tenant/restaurant operator) (collectively “Developer”), is entered into on this \_\_\_\_ day of \_\_\_\_\_, 2023 (the “Effective Date”).

**WHEREAS**, the EDC seeks to foster and financially support economic development projects that increase ad valorem taxes, sales taxes, create local jobs, create tourism, and enhance the quality of life for the City of Freeport and its citizens; and

**WHEREAS**, the EDC has attracted the development of a Taco Bell store, owned and operated by Developer, (the “Project”) in the City of Freeport, through the efforts of marketing, developer meetings, and negotiations regarding economic development grants; and

**WHEREAS**, the EDC recognizes the positive economic impact the Project will bring to the City through timely development and diversification of the economy, elimination of unemployment and underemployment through the production of new jobs, the attraction of new businesses and the additional ad valorem taxes, sales and uses taxes, and utility revenues generated by the Project for the City of Freeport; and

**WHEREAS**, the EDC, pursuant to its Economic Development authority, has agreed to provide certain financial incentives through direct payments made to the Developer upon the attainment of certain defined goals; and

**WHEREAS**, in consideration of the development of the Project, establishment of a Taco Bell store, creation and maintenance of specific job numbers at specific wage levels, and attainment of specific sales figures, the EDC desires to enter into this Development Agreement pursuant to the Texas Economic Development Act as an economic incentive for the Developer to develop and construct the Project;

**WHEREAS**, the City of Freeport has considered this proposed EDC project at two or more public meetings in compliance with the Texas Open Meetings requirements, made specific findings that the EDC project regarding said property fulfills a public purpose, passed a resolution, and entered into an agreement with the EDC regarding the project; and

**WHEREAS**, prior to executing this agreement, the EDC properly notified the general public through publication in the Brazosport Facts newspaper, conducted a public hearing regarding this project, considered and approved this Agreement by majority vote, and shall observe a sixty (60) day waiting period prior to funding this agreement; and

**WHEREAS**, in accordance with Article III, Section 52-a of the Texas Constitution and Chapter 380 of the Texas Local Government Code, the EDC may establish and provide for the administration of a program for making loans and grants of public money to promote state or local economic development and to stimulate business and commercial activity in the city; and

**WHEREAS**, pursuant to the Development Corporation Act, now codified as Chapters 501 and 505, Texas Local Government Code, the City has created the EDC in order to assist with the development of economic development programs; and

**WHEREAS**, the City of Freeport has considered this proposed project in compliance with the Texas Open Meetings requirements, made specific findings that the EDC project regarding said property fulfills a public purpose, passed a resolution, and entered into an agreement with the EDC regarding the project; and

**WHEREAS**, after review of the current economic conditions in the city of Freeport and review of studies and observations by expert consultants, the EDC recognizes the positive economic impact the project will bring to the city through timely development and diversification of the economy, elimination of unemployment and underemployment through the production of new jobs, the attraction of new businesses, increase of the local population to attract additional retail market, and the additional ad valorem taxes, sales and uses taxes, and utility revenues generated by the project for the city; and

**WHEREAS**, pursuant to the Development Corporation Act, now codified as Chapters 501 and 505, Texas Local Government Code, the City has created the EDC in order to assist with the development of economic development projects; and

**WHEREAS**, the parties acknowledge that upon default or violation of any term of this agreement by Developer, the EDC shall not be liable to make any further payment of funds and that Developer shall be responsible to return all funds received; and

**NOW, THEREFORE**, for and in consideration of the promises and the mutual agreements set forth herein, the Parties hereby agree as follows:

## **ARTICLE I RECITALS**

**1.01 Recitals**. The recitals set forth above are declared true and correct and are hereby incorporated as part of this Agreement.

## **ARTICLE II REPRESENTATIONS**

**2.01 Representations of the EDC**. The EDC represents to the Developer that as of the date hereof:

A. The EDC is duly authorized, created and existing under the Constitution and laws of the State of Texas and is duly qualified and authorized to carry on the governmental functions and operations contemplated by this Agreement.

B. The EDC has the power, authority and legal right to enter into and perform this Agreement and the execution, delivery and performance hereof (i) have been duly authorized, will not violate any applicable judgment, order, law or regulation, and (ii) do not constitute a default under, or result in the creation of, any lien, charge, encumbrance or security interest upon any assets of the EDC under any agreement or instrument to which the EDC is a party, or by which the EDC may be bound or affected, with the exception of the agreement and limitations regarding the approved use and time limitations with the City of Freeport.

C. This Agreement has been duly authorized, executed and delivered by the EDC and constitutes a legal, valid and binding obligation of the EDC, enforceable according to its terms except to the extent that (i) the enforceability of such instruments may be limited by bankruptcy, reorganization, moratorium or other similar laws of general application in effect from time to time relating to or affecting the performance of creditors' rights and (ii) certain remedies including specific performance, may be unavailable.

D. The execution, delivery and performance of this Agreement by the EDC does not require the consent or approval of any person which has not been obtained.

E. The EDC is only authorized to make the payments described in this agreement to the Developer under the terms and conditions of this agreement.

**2.02 Representations of the Developer.** The Developer hereby represents to the EDC that as of the date hereof:

A. The Developer is duly authorized, created, and existing in good standing under the laws of the State of Texas, and is qualified to do business in the State of Texas.

B. The Developer has the power, authority and legal right to enter into and perform its obligations under this Agreement and the execution, delivery and performance hereof (i) have been duly authorized, will not violate any judgment, order, law or regulation applicable to the Developer, and (ii) do not constitute a default under, or result in the creation of, any lien, charge, encumbrance or security interest upon any assets of the Developer under any agreement or instrument to which the Developer is a party, or by which the Developer may be bound or affected.

C. The Developer has sufficient capital to perform its obligations under this Agreement.

D. The party executing this agreement on behalf of Developer is a duly authorized officer of Developer, as titled in his signature, and has been specifically authorized to execute this agreement by the properly signed Corporate Resolution attached as **Exhibit C**.

E. This Agreement has been duly authorized, executed and delivered by the Developer and constitutes a legal, valid and binding obligation of the Developer, enforceable according to its terms except to the extent that (i) the enforceability of such instruments may be limited by bankruptcy, reorganization, insolvency moratorium or other similar laws of general application in effect from time to time relating to or affecting the performance of creditors' rights and (ii) certain equitable remedies including specific performance, may be unavailable.

### **ARTICLE III THE PROJECT**

**3.01 The Project.** The Project shall generally consist of the construction and operation of a Taco Bell store at 1102 N. Brazosport Boulevard, Freeport, Brazoria County, Texas in accordance with the construction plans attached as **Exhibit A** attached under the further conditions set forth in this agreement.

**3.02 Public Purpose.** The EDC finds that the benefits provided by the project described in Section 3.01 and this section promotes economic development in the city and stimulates business and commercial activity in the municipality.

**3.03 Agreed Layout/Design.** The parties agree to the layout and design of the project attached to this Agreement as **Exhibit A**. Developer shall not vary from this layout and design without prior written approval through duly enacted resolution of the EDC board.

**3.04 Project Costs.** All Project costs shall be borne by the Developer, including but not limited to the payment of the costs of design, engineering, materials, labor, construction and inspection, including all payments arising under any contracts entered into pursuant to this Agreement, all costs incurred in connection with obtaining governmental approvals, certificates or permits required as part of any contracts entered into in accordance with this Agreement, all related legal fees and out-of-pocket expenses incurred therewith related to the Project.

**3.05 Additional Projects.** This Agreement does not apply to any projects not specifically defined herein unless this Agreement is amended to provide for the design and construction of such additional projects.

### **ARTICLE IV DEVELOPER DUTIES AND RESPONSIBILITIES**

**4.01 The Project.** Invest a minimum of One Million Nine Hundred Thousand and 00/100 (\$1,900,000.00) to develop, design, engineer, and construct the Project, Taco Bell at 1102 N. Brazosport Boulevard, Freeport, Brazoria County, Texas, and ensure continuous operation during the term of this agreement.

**4.02 Proof of Funds.** As a material condition of the offer and acceptance of this agreement, after execution of this agreement Developer shall provide a pre-approval letter from a NMLS qualified lender, showing approval to lend One Million Nine Hundred Thousand and 00/100 (\$1,900,000.00) to complete the Project. Said pre-approval letter shall contain the lender's

NMLS number. In the alternative, EDC shall accept alternate proof of funds and the sufficiency of such proof of funds shall be determined in the sole discretion of the Freeport EDC. Failure to deliver this pre-approval letter or other acceptable proof of funds within 15 days of execution of this agreement will constitute a default of this agreement with all remedies of default for the Freeport EDC contained herein.

**4.03 Construction of the Project.** The Developer shall perform, or cause to be performed, the design, site work and related improvements necessary for the construction of the Project.

The Developer shall acquire and pay for any necessary easements and rights-of-way over property not owned by the Developer. The Developer shall dedicate and convey to the City of Freeport on behalf of the EDC, in a form satisfactory to the EDC, all easements and rights-of-way over property owned or acquired by the Developer and required to construct, install, operate and maintain the public portions of the Project.

**4.04 Governmental Regulations and Permits.** The Developer will apply for and use its best efforts to obtain, at its own expense, any and all necessary subdivision plats, permits, licenses, variances and approvals that are necessary to construct the Project, including any environmental controls. The Developer will satisfy all permitting requirements, including, but not limited to detention and building permitting requirements.

## **ARTICLE V. DEVELOPMENT AID AND INCENTIVES**

**5.01** The EDC shall pay a maximum of economic development grant to MAS Restaurant Group Ohio Propco, LLC in the sum of Eighty Thousand and 00/100 Dollars (\$80,000) in the form of a sales tax rebate upon attainment of specific development goals of the Project as follows:

- A. **Year 1 (2023)** Incentive Payment at the start of the Project to assist with demolition costs. Payment of Twenty Thousand and 00/100 Dollars (\$20,000) upon receipt documents acceptable to the EDC showing the following:
  - 1. An executed and recorded deed, showing property ownership of 1102 N. Brazosport Boulevard, Freeport, Brazoria County, Texas in the name of Developer;
  - 2. At least one bid from a Brazosport Area business, for demolition of the existing structure and parking lot;
  
- B. **Year 2 (January 1, 2024)** Payment of Twenty-Thousand and 00/100 Dollars (\$20,000) upon submission of documented proof of the following:
  - 1. That all construction is complete, certificate of occupancy is issued, and a fully staffed grand opening must occur on or before January 1, 2024. Failure to meet these requirements on or before January 1, 2024 shall result in the



automatic termination of this Agreement, without notice to cure, and all funds paid by EDC to Developer, shall be repaid to the EDC within 30 days of demand.

2. Continuous compliance with the salary and staffing requirements contained in **Exhibit B**, attached and incorporated herein. Developer must timely file Employer's Quarterly Wage reports (Unemployment Insurance wages and UI taxes) to the Texas Workforce Commission, and simultaneously deliver copies of such reports with the EDC to verify its compliance with **Exhibit B**. Developer shall redact employee personal identifying information to comply with confidentiality concerns.

C. **Year 3 (January 1, 2025)** Payment of Twenty-Thousand and 00/100 Dollars (\$20,000) upon submission of documented proof of the following:

1. Continuous compliance with the salary and staffing requirements contained in **Exhibit B**, attached and incorporated herein. Developer must timely file Employer's Quarterly Wage reports (Unemployment Insurance wages and UI taxes) to the Texas Workforce Commission, and simultaneously deliver copies of such reports with the EDC to verify its compliance with **Exhibit B**. Developer shall redact employee personal identifying information to comply with confidentiality concerns.

D. **Year 4 (January 1, 2026)** Payment of Twenty-Thousand and 00/100 Dollars (\$20,000) upon submission of documented proof of the following:

1. Continuous compliance with the salary and staffing requirements contained in **Exhibit B**, attached and incorporated herein. Developer must timely file Employer's Quarterly Wage reports (Unemployment Insurance wages and UI taxes) to the Texas Workforce Commission, and simultaneously deliver copies of such reports with the EDC to verify its compliance with **Exhibit B**. Developer shall redact employee personal identifying information to comply with confidentiality concerns.

**5.02 Staffing Requirements** To be eligible to fulfill the staffing requirement, staff member shall be an actual employee of Developer and shall report to work at the Project location of 1102 N. Brazosport Boulevard, Freeport, Brazoria County, Texas. A full-time staff member means an individual who is an employee of Developer, and who works a minimum of 35 hours in a seven-day period.

**5.03 Sales Tax Verification** Developer must timely file all sales tax reports with the Texas State Comptroller and simultaneously deliver copies of such reports with the EDC to verify that the prior 12 month sales taxes paid exceeds the amount of the sales tax rebate payable under this agreement. Payment of the sales tax rebates set forth in this Agreement are a maximum amount and shall not exceed the amount of actual sales tax paid to the Texas Comptroller. In the event that the amount of actual sales tax paid to the Texas Comptroller during the prior 12 month

period is less than the scheduled yearly sales tax rebate under this Agreement, the EDC will make a partial payment equal to the actual amount of sales tax paid.

**5.03 Payments and Responsibilities** Payment of all funds by the EDC under this agreement shall be made payable to "MAS Restaurant Group Ohio Propco, LLC", at 2415 West Alabama, Suite 205, Houston, Texas 77098. MAS Restaurant Group Ohio Propco, LLC acknowledges that it may have limited ability or authority to comply with the requirements of this agreement. Actual performance of the specific development goals set forth herein, may come under the control or authority of another associated entity or entities, whether or not said entity is identified in this agreement. Developer (the collective entities identified herein) are jointly and severally liable to perform the development goals herein, and further jointly and severally liable to refund payments back to the EDC upon default, along with all other damages, including but not limited to reasonable attorney fees. This joint and several liability shall extend to all assigns, transferees, agents, or successors in interest.

## **ARTICLE VI. MISCELLANEOUS PROVISIONS**

**6.01 Default; Remedies.** The EDC shall not be responsible to pay any of the incentives, subsequent to the Developer failure to attain any Project goal set forth above.

**6.02 Separate Status.** None of the terms or provisions of this Agreement shall be deemed to create a partnership between or among the Parties in their respective businesses or otherwise, nor shall it cause them to be considered joint ventures or members of any joint enterprise, with the exception that the EDC and the City of Freeport have common interests in this Project. The parties acknowledge that Developer has duties to the City of Freeport, as set forth in this agreement, whether the agreement is executed by the City of Freeport or not. Developer agrees that such duties to the City of Freeport are supported by consideration under the terms of this Agreement.

**6.03 Construction and Interpretation.**

A. Whenever required by the context of this Agreement, (i) the singular shall include the plural, and vice versa, and the masculine shall include the feminine and neutral genders, and vice versa, and (ii) use of the words "including," "such as," or words of similar import, when following any general term, statement or matter, shall not be construed to limit such statement, term or matter to specific terms, whether or not language of non-limitation, such as "without limitation," or "but not limited to," are used with reference thereto, but rather shall be deemed to refer to all other items or matters that could reasonably fall within the broadest scope of such statement, term or matter.

B. The captions preceding the text of each article and section of this Agreement are included only for convenience of reference. Captions shall be disregarded in the construction and interpretation of this Agreement. Capitalized and Bold terms are also selected only for convenience of reference and do not necessarily have any connection to the meaning that might otherwise be attached to such term in a context outside of this Agreement.

C. This Agreement may be executed in several counterparts; each of which shall be deemed an original. The signatures to this Agreement may be executed and notarized on separate pages, and when attached to this Agreement shall constitute one (1) complete document.

**6.04 Assignability.** The Developer may not assign or transfer its rights (including the rights to receive grants or sales tax rebate payments as described in this agreement), duties and obligations under this Agreement to any person or entity.

**6.05 Severability.** If any provision hereof shall be finally declared void or illegal by any court or administrative agency having jurisdiction, the entire Agreement shall not be void; but the remaining provisions shall continue in effect as nearly as possible in accordance with the original intent of the parties.

**6.06 Complete Agreement.** This Agreement represents the complete agreement of the parties with respect to the subject matter hereof and supersedes all prior written and oral matters related to this Agreement. Any amendment to this Agreement must be in writing and signed by all parties hereto or permitted or approved assignees. This Agreement may be executed in multiple counterparts.

**6.07 Exhibits.** All exhibits attached to this Agreement are incorporated herein by reference and expressly made part of this Agreement as if copied verbatim.

**6.08 Notice.** Any notice or demand, which any party is required to or may desire to serve upon the other, must be in writing, and shall be sufficiently served if (i) personally delivered, (ii) sent by facsimile, (iii) sent by registered or certified mail, postage prepaid, or (iv) sent by commercial overnight carrier, and addressed to:

**If to the EDC:**

Freeport Economic Development Corporation  
Attn: EDC President  
Attn: Freeport EDC attorney  
200 W. Second St.  
Freeport, Texas 77541

**If to the Developer:**

MRG Ohio Propco, LLC.  
10600 Shadow Wood Dr.  
Houston, Texas 77043

or such other address or addresses which any party may be notified in writing by any other party to this Agreement.

Such notice shall be deemed to have been served (a) four (4) business days after the date such notice is deposited and stamped by the U.S. Postal Service, except when lost, destroyed, improperly addressed or delayed by the U.S. Postal Service, or (b) upon receipt in the event of

personal service, or (c) the first business day after the date of deposit with an overnight courier, except when lost, destroyed or improperly addressed, or (d) the date of receipt by facsimile (as reflected by electronic confirmation); provided, however, that should such notice pertain to the change of address to either of the Parties hereto, such notice shall be deemed to have been served upon receipt thereof by the party to whom such notice is given.

**6.09 Immunity** The Parties agree and acknowledge that the EDC is entitled to the common law doctrine of governmental immunity related to this agreement. Specifically, the parties agree and acknowledge that the EDC is immune to liability under this agreement. In addition to said immunity, the parties agree that the Developer is not relying upon any payments or incentives contained in this agreement for constructing or otherwise implementing this Project. The parties agree that the EDC shall not be liable to Developer for any damage resulting from the failure of the EDC to make any payments under the Agreement.

**6.10 Forum Selection**. This Agreement and the relationship between the Parties shall be governed and interpreted under the laws of Texas without regard to any conflict of laws provision. Venue for any suit arising out of any relationship between the Parties shall exclusively be the appropriate court in Brazoria County, Texas. Developer specifically consents to and waives any objections to, personal jurisdiction in Brazoria County, Texas.

**6.11 Effective Date**. This Agreement shall be binding and take effect only upon all Parties signatures hereto, attachment of all required exhibits, and receipt by the Parties of a fully executed copy hereof. For the purposes of timetables provided in this Agreement, the Effective Date shall be the date first above written.

**6.12 Preamble**. The findings of fact, recitations and provisions set forth in the preamble to this Agreement are true and are adopted and made a part of the body of this Agreement, binding the Parties hereto, as if the same were fully set forth herein.

**6.13 Signature Warranty Clause**. The signatories to this Agreement represent and warrant that they have the authority to execute this Agreement on behalf of the Parties, respectively.

**6.14 Legal Contest**. This Agreement is entered into in accordance with applicable law as understood by the Parties. In the event any part, provision or paragraph thereof shall become unenforceable by reason of judicial decree or determination the parties hereto mutually agree to the extent possible to ensure that all other provisions of the agreement including the intent of the Agreement be honored and performed.

**6.15 Economic Incentives Constitute a Program**. This Agreement constitutes an economic development program to promote state or local economic development and to stimulate business and commercial activity in the City and the area annexed for limited purposes pursuant to Article III, Sec. 52-a, Texas Constitution and Chapter 380, Texas Local Government Code.

**6.17 Term**. This Agreement will begin upon the effective date set forth above after signature by both parties and continue as set forth herein.

Executed and Agreed on this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**Freeport Economic Development Corporation**

By: \_\_\_\_\_  
Mingo Marquez, President  
Freeport Economic Development Corporation

**MAS Restaurant Group Ohio Propco, LLC**

**MAS Restaurant Group LLC**

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

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



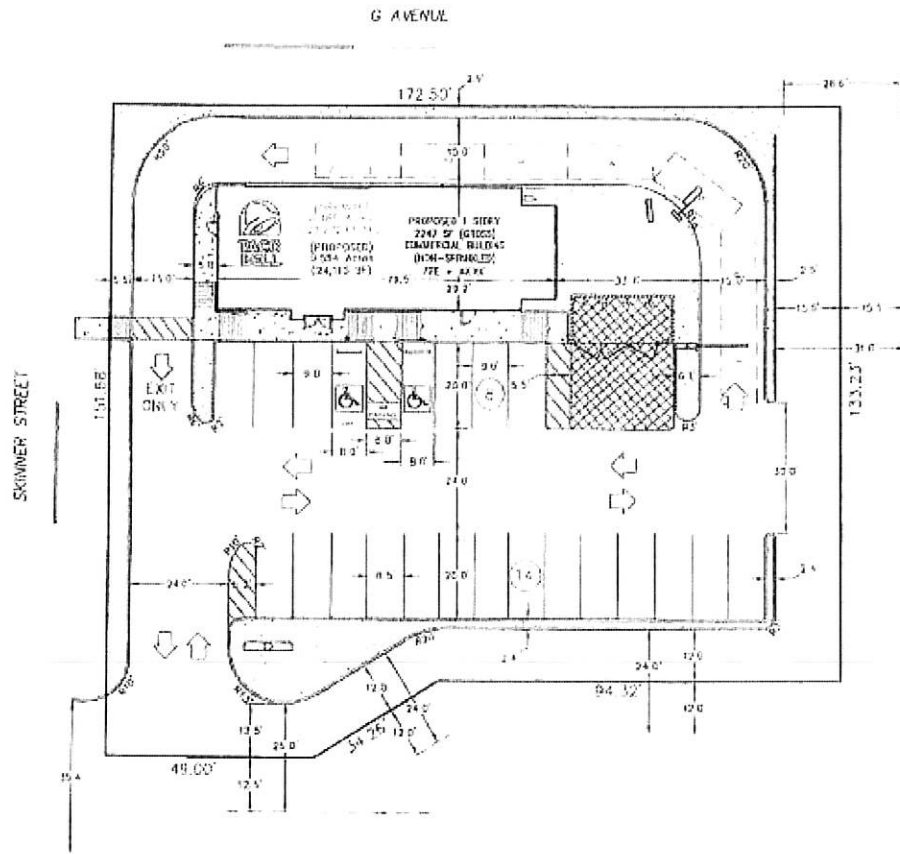
# SITE SKETCH

Project Information		Contact Information	
Site#	TBD	Project Type	Taco Bell
Entry#	TBD	Building Design	MED EXP LITE
Address	1102 N BRAZOSPORT BLVD	Provided Parking	22
City/State	FRIEDPORT, TX	Required Parking	22
Store #	UNKNOWN	Drive-Thru Stack	7
		Signage Size/It:	UNKNOWN

Taco Bell Use

Date Received: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

NOTE: TOTAL PARKING REQUIRED PER ORDINANCES  
 1 PARKING SPACE REQUIRED PER 100 SF GROSS FLOOR AREA  
 $2,247 \text{ S.F.} \times 1/100 = 22.47 = 22 \text{ PARKING SPACES}$   
 REQUIRED SPACES = 22  
 PROVIDED SPACES = 22

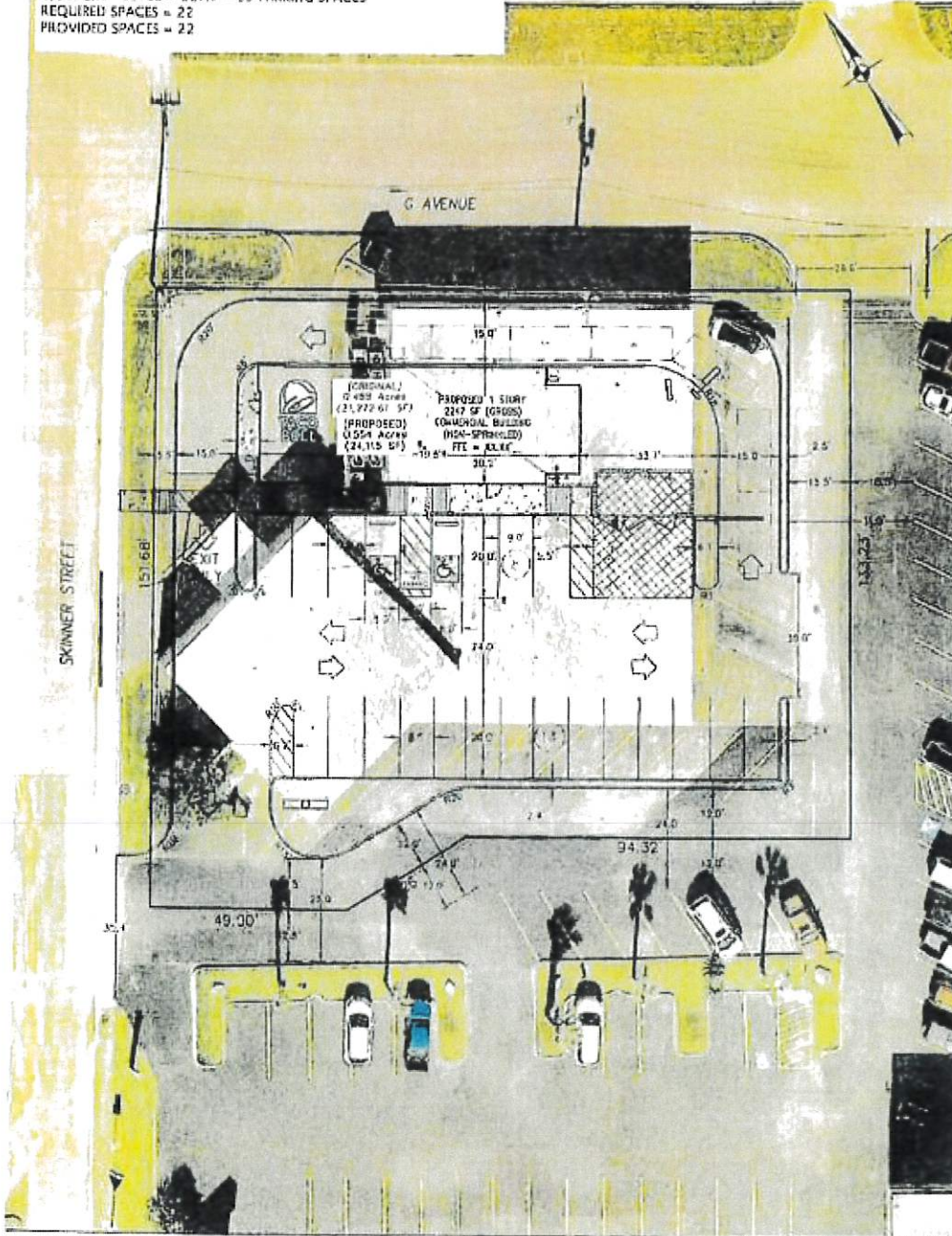




# SITE SKETCH

Project Information		Contact Information
Site: TBD	Project Type: Taco Bell	
Entity: TBD	Building Design: MED EXP LITE	
Address: 1102 N BRAZOSPORT BLVD	Provided Parking: 22	
City/State: FREEPORT, TX	Required Parking: 22	
Store #: UNKNOWN	Drive-Thru Slack: 7	
	Signage Size (ft): UNKNOWN	
Total Full Use		
Date Received: _____	Reviewed by: _____	Date Reviewed: _____

NOTE: TOTAL PARKING REQUIRED PER ORDINANCES  
 1 PARKING SPACE REQUIRED PER 100 SF GROSS FLOOR AREA  
 2,247 S.F. ÷ 100 = 22.47 = 22 PARKING SPACES  
 REQUIRED SPACES = 22  
 PROVIDED SPACES = 22



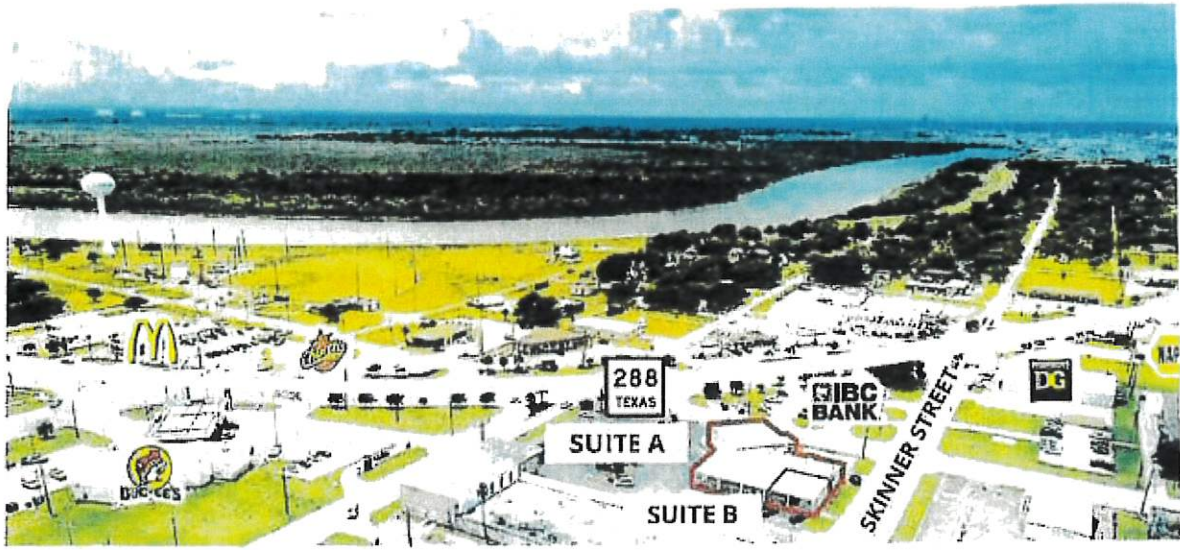
(Taco Bell Internal Use)  
 Confirms to standard unless noted

Date: Jul 28, 2022, 3:51pm User ID: shardy  
 File: P:\Projects\411\64\00\2-0 Design\2-4 Exhibits\228771-Site Layout.dwg













## City Council Agenda Item # 5

**Title:** Consideration and Possible action on Resolution for annual re-affirmation of Ordinance 2019-2567 establishing the City's ethics policy for all elected and appointed city officials and all city employees.

**Date:** February 21, 2023

**From:** Tim Kelty, City Manager

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**Staff Recommendation:** Staff recommends review of the proposed ordinance and re-adoption following review and discussion.

**Item Summary:** The Ethics ordinance adopted by the City in 2019 requires annual review of that ordinance and action for re-affirmation.

The ordinance lays out specific ethical expectations for all individuals involved in Freeport Local Government, including all employees, all appointed board and committee members as well as elected officials. The precepts are very common sense in nature but ensures that everything is well spelled out.

**Special Considerations:**

The ordinance lists the purposes of the policy as follows

1. To encourage ethical conduct on the part of City officials and employees;
2. To encourage public service with the city
3. To establish standards for ethical conduct for city officials and employees by defining and prohibiting conduct that is incompatible with the interests of the city;
4. To require disclosure by city officials and employees of their economic interests that may conflict with the interest of the City; and
5. To serve as a basis for disciplining those who fail to abide by its terms.

A sixth and very important purpose of re-adopting the ordinance is to continue the effort of this council and administration to rebuild and reinforce the public trust.

**Financial Impact:** It is intended that this ordinance would protect the financial interests of the city as well as the City's overall integrity and reputation.

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

**Supporting Documentation:** Resolution, Ordinance

## **RESOLUTION NO. 2023-2778**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS TO EVIDENCE THE REVIEW OF ETHICS ORDINANCE 2019-2567, OBTAIN CONSENT OF THE CITY COUNCIL TO CONTINUE SAID ORDINANCE WITHOUT ANY CHANGES, AMENDMENTS OR DELETIONS; AND PROVIDING FOR A FINDING OF PROPER MEETING AND NOTICE.**

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

**WHEREAS**, Sections 51.072 and 342.011 of the Local Government Code of Texas and Sections 2.01, 2.02 and 3.07, Item (u), of the Home Rule Charter of the City of Freeport authorize the City Council thereof to adopt the provisions of an Ethics Ordinance; and,

**WHEREAS**, the proper operation of government requires that the all City Officials, including elected officers, appointed officers, boards and commission members, as well as employees be independent and impartial, and that governmental decisions and policy be made within the proper channels of the government structure; and

**WHEREAS**, the City adopted Ordinance #2019-2567 in February of 2019, establishing an ethics policy for all appointed or elected officials, board and commissions as well as City employees; and,

**WHEREAS**, that ordinance is required to be reviewed annually and considered for adoption; and,

**WHEREAS**, the intent of said Ethics Ordinance is to maintain a set of general principles and guidelines pertaining to ethical conduct, responsibility, and duty; and

**WHEREAS**, the City of Freeport desires to maintain said Ethics Ordinance to govern the actions of public officials and employees and to memorialize Freeport officials’ dedication and service to the citizens of the City; and

**WHEREAS**, it is important that the public have confidence in the integrity of its government; and

**WHEREAS**, a Motion was brought before the City Council to review and said Ethics Ordinance, entertaining any changes, additions or deletions to said ordinance, and allowing for discussion and debate.

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

**SECTION 1.** The City council consents and approves to continue Ethics Ordinance 2019-2567 to remain in effect and continue without any changes.

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

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

Read, passed and adopted the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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

ATTEST:

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

APPROVED AS TO FORM ONLY:

\_\_\_\_\_  
David Olson, City Attorney  
City of Freeport, Texas

AN ORDINANCE OF THE CITY OF FREEPORT, TEXAS, CONTAINING A PREAMBLE; BY ADDING TO TITLE IX OF THE CODE OF ORDINANCES OF THE CITY A NEW CHAPTER 100 ESTABLISHING AN ETHICS POLICY FOR ALL APPOINTED OR ELECTED OFFICIALS, BOARDS AND COMMISSIONS, AS WELL AS EMPLOYEES WHEN REPRESENTING THE CITY OR DOING BUSINESS FOR THE CITY IN ANY CAPACITY; REQUIRING THAT SUCH ORDINANCE BE REVIEWED ANNUALLY; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS ADOPTION BY CITY COUNCIL.

Whereas, it is important that the public have confidence in the integrity of its government; and

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

Whereas, Sections 51.072 and 342.011 of the Local Government Code of Texas and Sections 2.01, 2.02 and 3.07, Item (u), of the Home Rule Charter of the City of Freeport authorize the City Council thereof to adopt the provisions of this Ordinance: and,

Whereas, the proper operation of government requires that the all City Officials, including elected officers, appointed officers, boards and commission members, as well as employees be independent and impartial, and that governmental decisions and policy be made within the proper channels of the government structure; and

Whereas, the intent of this ordinance is to establish a set of general principles and guidelines pertaining to ethical conduct, responsibility, and duty; and

Whereas, the City of Freeport desires to adopt said policy to govern the actions of public officials and employees and to memorialize Freeport officials' dedication and service to the citizens of the City; and

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

First, a new Chapter, to be known as Chapter 100, is hereby adopted and added to the Code of Ordinances of the City of Freeport, Texas, and shall read as follows:

"Chapter 100. CODE OF ETHICS

Part One - General Provisions

Section 100.01. Definitions

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Benefit means anything reasonably regarded as economic gain or economic advantage, including benefit to any other person in whose welfare the beneficiary is interested, but does not include a contribution to expenditure made and reported in accordance with law.

Board means a board, commission, or committee:

- (1) Which is established by city ordinance, charter, interlocal contract, or state law, or
- (2) Which serves as the board of a nonprofit development corporation that acts as an instrumentality of the city, and
- (3) Any part of whose membership is appointed by the city council, but does not include a board, commission, or committee which is the governing body of a separate political subdivision of the state.

City ("the City") means City of Freeport

Employee means a person employed and paid a salary by the city whether under civil service or not, including those individuals on a part-time basis, but does not include an independent contractor or the Mayor or city council members.

Fair and Equitable Standards means the intent of the City of Freeport to safeguard the rights of all citizens, to ensure that all citizen's actions are judged by fair and equitable standards, and to require that all rules are applied on an equitable basis.

Negotiating concerning prospective employment means a discussion between a city officer or employee and another employer concerning the possibility of the city officer or employee considering or accepting employment with the employer, in which discussion the city officer or employee responds in a positive way.

Officer or official means Mayor or any member of the City Council and any appointed member of a board, committee, or commission set up by ordinance, charter, state law or otherwise, on a regular basis, excluding those boards and commissions not operating under the direct authority of or subject to the direct control of the City Council.

Section 100.03. Purpose of the Ethics Policy.

(a) The code of ethics has five purposes:

1. To encourage ethical conduct on the part of city officials and employees;
2. To encourage public service with the city;
3. To establish standards for ethical conduct for city officials and employees by defining and prohibiting conduct that is incompatible with the interests of the city;
4. To require disclosure by city officials and employees of their economic interests that may conflict with the interests of the city; and
5. To serve as a basis for disciplining those who fail to abide by its terms.



(b) The code of ethics is not intended to be used as a political weapon or to intimidate or embarrass affected persons. The officials charged with administration of this code of ethics shall administer it in a manner that avoids any such use of this code of ethics.

(c) Ethics Policy Statement.

It is the policy of the city that all city officials and employees shall conduct themselves both inside and outside the city's service so as to give no occasion for distrust of their integrity, impartiality or devotion to the best interest of the city and the public trust which the city holds.

(d) It is further declared to be the policy of the city that the proper operation of democratic government requires that:

- (1) Officials and employees be independent, impartial and responsible;
- (2) Governmental decisions and policy be made using the proper procedures of the governmental structure;
- (3) No officer or employee have any financial interest, direct or indirect, or engage in any business, transaction or professional activity or incur any obligation of any nature which is in conflict with the proper discharge of his duties in the public interest;
- (4) Public office is not be used for personal gain; and
- (5) All boards of the City are at all times to be maintained as a nonpartisan body.

(e) It is the policy of the City to uphold, promote, and demand the highest standards of ethical behavior from its Mayor, members of the City Council, employees, and individuals appointed to serve on the city's boards, commissions, committees, task forces, and other appointed advisory groups ("City Officials"). Honesty, integrity, fairness, and transparency of action are the hallmarks of public service in Freeport.

(f) Appearance of impropriety. Public service is a public trust. All city officials and employees are stewards of the public trust. They have a responsibility to the citizens of the city to administer and enforce the City Charter and city ordinances. To ensure and enhance public confidence in city government, each city official and employee must strive not only to maintain technical compliance with the principles of ethical conduct set forth in this article and in state law, but also to avoid the appearance of impropriety at all times.

(g) To implement this article, the city council has determined that it is advisable to enact this code of ethics for all officials and employees, whether elected or appointed, paid or unpaid, advisory or administrative, to serve not only as a guide for official conduct of the city's public servants, but also as a basis for discipline for those who refuse to abide by its terms.

(h) Notwithstanding any other provision of this article, a member of the board of directors of a reinvestment zone established under the tax increment financing act, as amended, may:

- (1) Own property within that reinvestment zone; and
- (2) Participate in discussions and voting on matters before the board of directors that may directly or indirectly affect the member's property within the reinvestment zone.

#### Part 2 Administration

##### Section 100.10 Standards of conduct.

(a) An officer or employee of the city shall not:

- (1) Accept or solicit a benefit that might reasonable tend to influence the officer or employee in the discharge of his official duties.
- (2) Use his official position to secure special privilege or exemptions for himself or others.
- (3) Grant any special consideration, treatment or advantage to a person or organization beyond that which is available to every other person or organization. This shall not prohibit the granting of fringe benefits to city employees a part of their contract of employment or as an added incentive to the securing or retaining of employees.
- (4) Disclose information that could adversely affect the property of affairs of the city, or directly or indirectly, use any information understood to be confidential which was gained by reason of his official position or employment for his own personal gain or benefit or for the private interest of others.
- (5) Transact any business on behalf of the city in his official capacity with any business entity with which he is an officer, agent or member or in which he has a financial interest. In the event that such a circumstance should arise, then he shall make known his interest, and:
  - (i) In the case of an officer, leave the room during debate or hearing, refrain from discussing the matter at any time with the members of the body of which he is a member or any other body which will consider the matter and abstain from voting on the matter; or
  - (ii) In the case of an employee, turn the matter over to his superior for reassignment, state the reasons for doing so and have nothing further to do with the matter involved.

- (6) Personally provide services for compensation, directly or indirectly, to a person or organization who is requesting an approval, investigation, or determination from the body or department of which the officer or employee is a member. This restriction does not apply to outside employment of an officer if the employment is the officer's primary source of income.
- (7) Accept other employment or engage in outside activities incompatible with the full and proper discharge of his duties and responsibilities with the city, or which might impair his independent judgment in the performance of his public duty.
- (8) Personally participate in a decision, approval, disapproval, recommendation, investigation, or rendering of advice in a proceeding, application, request for ruling or determination, contract, claim, or other matter under the jurisdiction of the city, if the officer or employee is negotiating or has an arrangement concerning prospective employment with a person or organization which has a financial interest in the matter, and, in the case of an employee, it has been determined by the city manager that a conflict of interest exists. If an officer or employee begins negotiation or enters an arrangement concerning prospective employment with a person or organization that has a financial interest in a matter in which the officer or employee has been participating, the officer or employee shall:
  - (i) In the case of an employee, immediately notify the official responsible for appointment to his position of the nature of the negotiation or arrangement and, if the city manager or mayor determines that a conflict of interest exists, follow the instructions of the city manager or mayor with regard to further involvement in the matter; or
  - (ii) In the case of a board member, immediately notify the board of which he is a member the nature of the negotiation or arrangement and:
    - (a) Refrain from discussing the matter at any time with other board members or members of the city council if the city council will also consider the matter;
    - (b) Leave the room during debate hearing on the matter; and
    - (c) Abstain from voting on the matter; or
    - (d) In the case of the Mayor or a member of the city council, file an affidavit with the city secretary regarding the nature of the negotiation or arrangement and:

- (i) Refrain from discussing the matter at any time with other council members or members of a board that will consider the matter;
  - (ii) Leave the room during debate or hearing on the matter; and
  - (iii) Abstain from voting on the matter.
- (9) Receive any fee or compensation for his services as an officer or employee of the city from any source other than the city, except as may be otherwise provided by law. This shall not prohibit his performing the same or other services for a public or private organization that he performs for the city if there is no conflict with his city duties and responsibilities.
- (10) In the case of a member of the city council or an employee, personally represent, or appear in behalf of, the private interest of others:
  - (i) Before the city council or any city board or department;
  - (ii) In any proceeding involving the city; or
  - (iii) In any litigation to which the city is a party.
- (11) In the case of a board member, personally represent or appear in behalf of, the private interests of others:
  - (i) Before the board of which he is a member;
  - (ii) Before the city council;
  - (iii) Before a board which has appellate jurisdiction over the board of which he is a member; or
  - (iv) In litigation or a claim to which the city or an employee of the city is a party if the interests of the person being represented are adverse to the city or an employee of the city and the subject of the litigation or claim involves the board on which the board member is serving or the department providing support services to that board.
- (12) Use the prestige of his position with the city in behalf of any political party.
- (13) Knowingly perform or refuse to perform any act in order to deliberately thwart the execution of the city ordinances, rules or regulations or the achievement of official city programs.
- (14) Use city supplies, equipment or facilities for any purpose other than the conduct of official city business.

(15) Engage in any dishonest or criminal act or any other conduct prejudicial to the government of the city or that reflects discredit upon the government of the city.

Section 100.11 - Exceptions

(a) The restrictions in this section do not apply to business associates of officers or employees, but only personally to the officers and employees themselves.

(b) The restrictions and requirements of subsection (a) (5) do not apply to an officer or employee of the city serving as a member of any board, commission, or other entity when transacting business on behalf of the city in an official capacity with that board, commission, or entity, if the officer or employee:

(1) Was appointed by the mayor, city council, or city manager to represent the city on the board, commission, or entity; and

(2) Has no financial interest in the board, commission or entity or in the business.

Section 100.12- Financial interests.

Any officer, whether elected or appointed, who has a financial interest in any matter that is pending before, or that might be considered by, the body of which the officer is a member shall:

(a) Disclose such interest to the other members of the body;

(b) Refrain from discussing the matter at any time with any other member of the body of which the officer is a member or with a member of any other body that might consider the matter;

(c) Leave the room during debate or hearing; and

(d) Refrain from voting on the matter.

Section 100.13 Political activities of officers.

(a) In elections other than for city council, a member of the city council may not:

(1) Use the prestige of the member's position with the city on behalf of a candidate;

(2) Solicit or receive contributions; or

(3) Serve as the designated campaign treasurer for a candidate as required by V.T.C.A. Election Code, ch. 14.

(b) In any election, a member of a city board, commission, or committee, whether governmental or advisory, may not:

(1) Use the prestige of the member's position with the city on behalf of a candidate;

(2) Serve as the designated campaign treasurer for a candidate as required by V.T.C.A. Election Code, ch. 14;

(3) Personally solicit or receive contributions for a candidate. A member, however, is not prohibited from serving on a steering committee to plan a program of solicitation and listing the member's name without reference to the office held when the committee as a whole is listed.

(c) Subsections (a)(1) and (b)(1) do not prohibit a member of the city council or of a board from lending the member's name in support of a candidate so long as the office held with the city is not mentioned in connection with the endorsement.

#### Section 100.14 Additional employment.

An employee of the city may accept outside employment if:

- (a) The employment complies with the Personnel Policy Handbook; and
- (b) The employment does not conflict with his duties as an employee of the city.

#### Section 100.15 Restrictions on contracting with the city or providing representation of others.

(a) An officer or employee in a position that involves significant reporting, decision-making, advisory, or supervisory responsibility who leaves the service or employment of the city may not, within 12 months after leaving that service or employment, represent any other person or organization in any formal or informal appearance:

- (1) Before the city concerning a project for which the person had responsibility as a city officer or employee; or
- (2) Before any other agency on a project for which the person had responsibility as an officer or employee.

(b) A former officer or employee who is subject to the requirements of subsection (a) shall, during the 24 months after leaving the service or employment of the city, disclose the officer or employee's previous position and responsibilities with the city when representing any other person or organization in any formal or informal appearance before a city agency.

(c) A member of the city council or an employee may not, within 12 months after leaving the service or employment of the city, either individually or as the officer or principal of a private business entity:

(1) Submit a proposal, on behalf of the member or employee or on behalf of a private business entity, to make any city contract that is not required by state law to be competitively bid;

(2) Negotiate or enter into any city contract that is not required by state law to be competitively bid; or

(3) Have or acquire any financial interest, direct or indirect, in any city contract that is not required by state law to be competitively bid.

Section 100.16 Limitations on employee political activity and on the holding of elective public office by an employee.

(a) An employee of the city immediately forfeits employment with the city if:

(1) The employee becomes a candidate for election to the city council;

(2) The employee becomes a candidate for nomination or election in a partisan election for public office within the county or in a partisan election for a public office, the constituency of which includes all or part of the county;

(3) The employee becomes a candidate for nomination or election to an elective public office where the holding of that office will conflict with the full and proper discharge of the employee's duties with the city; or

(4) A managerial or supervisory exempt city employee becomes a candidate for nomination or election to an elective public office of an entity having contractual relations with the city that involve the employee's department.

Section 100.17 Penalty for violation of article; appeals.

(a) The failure of any officer or employee to comply with this article or the violation of one or more of the standards of conduct set forth in this article, which apply to him, shall constitute grounds for all legal remedies provided by law which may include, if permissible, expulsion, reprimand, censure, removal from office, or discharge. In the case of a city council member, the matter shall be decided by a vote of two-thirds of the entire membership of the city council.

(b) The city council hereby adopts the following procedures to implement a censure policy:

(1) Two or more Elected City Officials may file a written notice of censure against another Elected City official with the City Secretary. The written notice shall set forth the allegation(s) of conduct which the accused Elected Official shall have allegedly violated. A copy shall be delivered to all elected members. A written response to the allegation(s) may be filed by the accused Elected Official ten days after receipt thereof. A copy of the notice of censure and response thereto shall be delivered to each Elected Official within two days after the response is filed.

(2) On the first regularly called meeting of the City Council, which complies with the Texas Open Meetings Act, after the filing of the notice and response, the City Secretary shall formally read the notice and response into the public record. The City Council, by majority vote, shall thereafter determine whether or not good cause shall exist to set a formal hearing on the merits of the notice of censure or dismiss the allegation(s). If it is determined, based upon the merits, a public hearing is required, a public hearing shall be set on the allegation(s) by the City Council. A vote to hold a public hearing shall not be construed to be a vote of censure.

(3) At a public hearing, the accused Elected Official has the right to be represented by legal counsel and present witnesses relative to the allegation(s).

(4) A public hearing on the allegation(s) and response shall be held at either a regular or special called meeting of the city council, which shall be open to the public.

(5) At a public hearing, the City Council will hear evidence concerning the notice of censure. The Elected Officials proffering the charges shall present evidence in support of the allegation(s) contained in the notice of censure. The Elected Official who is the subject of the censure shall have the opportunity to present evidence to support his or her position with respect to the notice of censure. After receiving evidence at an open public meeting, the city council shall then take a roll-call vote, after motion duly made and seconded, two-thirds of all members of the City Council shall be required to sustain the censure of the council member.

(c) In the case of an employee of the city, disciplinary action and appeals therefrom shall be in conformance with procedures established by the city charter and personnel rules and regulations.

(d) In the case of members of boards or committees, the matters shall be decided by a majority vote of the city council.

(e) The decision of the bodies authorized to hear violations shall be final in the absence of bias, prejudice or fraud.

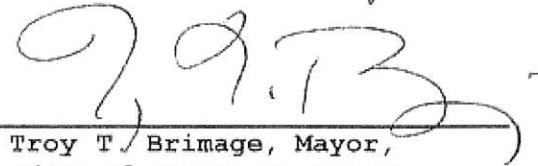


Section 100.18 Annual Review and Re-adoption

This ordinance must be reviewed by the City Council on or before each anniversary of its adoption and may be amended at anytime.

Second, this ordinance shall take effect and be in force from and after its adoption.

READ, PASSED AND ADOPTED this 19<sup>th</sup> day of February, 2019.



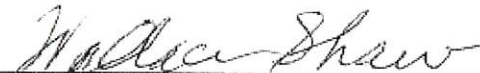
Troy T. Brimage, Mayor,  
City of Freeport, Texas

ATTEST:



Laura Tolar, Assistant City Secretary  
City of Freeport, Texas

APPROVED AS TO FORM ONLY:



Wallace Shaw, City Attorney,  
City of Freeport, Texas

C:\Freeport\Ethics Policy-Ord



## City Council Agenda Item # 6

**Title:** Consider a Resolution Amending the City of Freeport Policy Handbook Chapter 5 – Standards of Conduct revising Section 5.19 – Use of City Owned Vehicles.

**Date:** February 21, 2021

**From:** Donna Fisher, Human Resources Director

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**Staff Recommendation:**

Staff recommends approval of the Resolution.

**Item Summary:**

The City has revised the Use of City Owned Vehicles section 5.19 of the Personnel Policy Manual to better address general rules of use and to comply with the taxable benefits on take-home vehicles required by the IRS. The new policy gives better guidance to employees to protect them and the City.

**Background Information:**

The current policy on City owned and take-home vehicles is vague. The current policy does not address the taxable benefit on take-home vehicles required by the IRS.

**Financial Impact:**

Approximately \$180.00 per year in additional employer paid Medicare and Social Security taxes. This will be covered by the existing budget.

**Supporting Documentation:**

Resolution with Exhibit "A"

**RESOLUTION 2023-2781**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, REVISING SECTION 5.19 USE OF CITY OWNED VEHICLES AND APPROVING THIS REVISION TO THE PERSONNEL POLICY HANDBOOK.**

**WHEREAS**, the City of Freeport values all employees working to provide services to the citizens; and

**WHEREAS**, the City of Freeport seeks to revise the use of City owned vehicle policy for the benefit of our employees; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FREEPORT, BRAZORIA COUNTY, TEXAS;**

**SECTION 1. USE OF CITY OWNED VEHICLES POLICY.** The City Council of the City of Freeport hereby approves and adopts the revision to the Use of City Owned Vehicles Policy attached hereto as Exhibit "A" and approves its addition to the Personnel Policy Handbook.

**SECTION 2. PROPER NOTICE AND MEETING.** It is hereby found and determined that the meeting at which this resolution was passed was attended by a quorum of the City Council, was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

Read, passed and adopted the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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

ATTEST:

APPROVED AS TO FORM:

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

\_\_\_\_\_  
David Olson, City Attorney  
City of Freeport

### **5.19 Use of City Owned Vehicles**

Vehicles are to be used for City business. A City vehicle may be assigned to a position or employee when it is more economical than payment of a car allowance or mileage reimbursement. To be eligible for assignment of a take-home vehicle, an employee must be subject to emergency call back during off duty hours to locations other than the employee's normal work station. No alcoholic beverages are allowed in City vehicles. No passengers may be transported in take-home vehicles except as required by official duties. Exceptions may be given in writing by Department Director (see General Rules below).

City vehicle assignments will be reviewed annually as part of the budget review process and for IRS reporting purposes

Human Resources will maintain a listing of employees assigned take-home vehicles by department. Department Directors are required to notify Human Resources of any changes occurring due to reassignment or turnover. Those employees that are assigned City vehicles to commute back and forth to work may be assessed a taxable benefit through his/her regular paycheck. The determination of this taxable benefit is made by Human Resources based on rules set forth by the IRS in Publication 15-B, Employer's Tax Guide to Fringe Benefits. This benefit is not a monetary benefit to the employee; however, it does increase the employee's taxes based on the value of the benefit. Police and fire vehicles used by employees on call 24-hours are normally exempt from the benefit tax liability. For those vehicles that are not exempt, the City will include an additional \$3.00 of taxable income on that individual's W-2 for each day driven home.

#### **General Rules**

Use of a City vehicle by an employee is neither a right nor a privilege rather it is a trust conferred to facilitate necessary performance of job duties. Use of a City vehicle should always lead to positive perception by our citizens.

If an employee drives a City-owned, rented or leased vehicle on the job or while carrying out City-related business, the employees must comply with the following:

- Drivers must have a valid State of Texas driver's license appropriate for the vehicle operated, must maintain a satisfactory driving record and must inform their supervisor of any change in status.
- Always observe all posted laws and speed limits.
- Always wear seat belts when the vehicle is in operation.
- City vehicles shall not be used to transport family members or other passengers not engaged in City business, without prior approval of the City Manager or designee.
- City vehicles shall be used only in the performance of City business, including meetings, conferences, or other business-related events. City vehicles shall not be used for private or personal business. Exceptions can be made if errand is in route to destination (stopping at the store on the way home). Personnel are prohibited from transporting personal property from one place to another, personal shopping trips, etc.
- Persons assigned a City vehicle may utilize the vehicle for meal purposes and authorized breaks within the general locality where the employee is performing duties or reporting for assignments.
- City vehicles shall not be used for transportation to and from work by any employee residing

## Exhibit A

outside of a thirty (30) mile radius of the employee's normal work station without written approval by the City Manager or designee. The only exception is the Police Department – Police Officers who are assigned a take home vehicle may use that vehicle per City Policy.

- All maintenance and use records for City vehicles must be completed as directed by the employee's supervisor
- Report any broken, missing, or worn parts, tires, etc., or any needed maintenance of City vehicles to the appropriate supervisor immediately.
- All drivers must be eligible for coverage under the City's insurance policy.
- NO EMPLOYEE MAY OPERATE A CITY VEHICLE WHILE IMPAIRED BY ALCOHOL, PRESCRIPTION OR ILLEGAL DRUGS, OR WHEN THEIR PHYSICAL OR MENTAL CONDITION OTHERWISE PREVENTS SAFE OPERATION.
- The lack of a City provided take-home vehicle is not a sufficient reason for an employee to refuse to respond to an after hour call back. Call backs will continue to be governed by existing City and Departmental policies, and employees who refuse to respond may be subject to disciplinary action.
- Employees shall not operate a cell phone while driving a City vehicle Employees may proceed to a nearby safe stopping place to conduct business calls received while driving.
- Unassigned vehicles shall not be taken home at night except in special instances approved by the appropriate Department Director.
- Employees shall not carry a weapon in a City vehicle unless required to do so as a part of their job.
- Should a City employee assigned to a City vehicle on a twenty-four(24) hour basis be absent from work for an extended period of time, the employee may be required to ensure that the vehicle is returned to the work place during the employee's absence.
- The consumption or possession of alcoholic beverages in City vehicles is strictly forbidden, except that an alcoholic beverage which is considered evidence can be transported.
- Permanently assigned City-owned vehicles must be safely parked or stored at the employee's residence when not in use.
- Employees assigned vehicles will ensure that all required maintenance and inspection needs of the vehicle are adhered to as prescribed by the Department Head.

### **Revocation of Take-Home Authorization**

Take-home authorization may be revoked:

- For failure to comply with the provisions of this policy;
- For a change in job assignment, duties, or responsibilities such that a take-home vehicle is no longer justified; or
- When it is in the best interest of the City of Freeport.

The above is not a complete and exhaustive list of vehicle use policies. Violations of any of the specific items listed, as well as the improper, careless, negligent, destructive, unauthorized, or unsafe use or operation of a vehicle, may result in loss of driving privilege or disciplinary action.



## City Council Agenda Items # 7

**Title:** Discussion and Possible Action for Budget Amendment for the asphalt paving at FM 1495 Beach Entry - from Stop Sign intersection to Dunes

**Date:** February 21, 2023

**From:** Councilman Jeff Pena, Mayor Brooks Bass

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**Staff Recommendation:** The recommendation is to move forward on this item.

**Item Summary:** In 2020, the County under the interlocal agreement with the City laid asphalt at the entry to Bryan Beach also known as County Road 750. However, the work on CR 750 stopped short of CR 723 (aka Bryan and Quintana Rd). It also stopped short of the dunes. This proposal is to extend the road in both directions and add additional width. If approved tonight, staff would put together plans and specifications for the work and advertise for bids. Once bids are received, a construction contract would be brought for Council action along with a possible budget amendment.

**Background Information:** Since a contract would have to come after receiving Competitive sealed bids, we are uncertain of the final cost of the proposed work but Assistant City Manager Petty, has received an updated estimate for the job for about \$145,000.

**Special Considerations:** Additional funding for undesignated street improvements was included in the street and drainage budget which could be allocated to cover the cost of this project

**Financial Impact:** None.

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

**Supporting Documentation:** Aerial Map of the entry road.





## City Council Agenda Items # 8

**Title:** Discussion regarding Police Substation in Downtown at former BCC offices- next door to museum.

**Date:** February 21, 2023

**From:** Councilman Jeff Pena, Mayor Brooks Bass

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**Staff Recommendation:**

**Item Summary:** In the past several months the number of police calls in the downtown for incidents involving business patrons in and around a bar downtown have been increasing. Downtown Incidents include assaults, noise complaints, suspicious activity, public disturbances, and shots fired. In response to this increasing concern. The police department has conducted 11 unsolicited bar checks.

**Background Information:**

**Special Considerations:**

**Financial Impact:**

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

**Supporting Documentation:** Summary of police calls by Ward for past two years.





## **FREEPORT POLICE DEPARTMENT**

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

*Danny Gilchrist*  
Captain

*Jennifer Howell*  
Chief of Police

*Corey Brinkman*  
Lieutenant

### **Summary Comparison**

Below is an annual comparison of the total calls for service for each ward.

2022	
Ward A	2837
Ward B	3170
Ward C	8104
Ward D	4755
2021	
Ward A	2624
Ward B	3079
Ward C	9583
Ward D	4921
2020	
Ward A	2839
Ward B	2747
Ward C	8954
Ward D	5152
2019	
Ward A	2756
Ward B	3371
Ward C	9563
Ward D	6259



*To Protect, Serve, Model Integrity and Demonstrate Professionalism*



## City Council Agenda Items # 9

**Title:** Discussion and Possible Action for soliciting Architecture Plans for new Rec Center and Discussion of Site Placement and budget amendment for effort.

**Date:** February 21, 2023

**From:** Councilman Jeff Pena, Mayor Brooks Bass

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**Recommendation:** It is recommended that this feasibility study be completed.

**Item Summary:** The idea of constructing a new Rec Center for the City of Freeport has been brought up during the budget meetings for the last couple of years. While this idea has not developed into any action or inclusion in the budget, if it is to be considered in future budget efforts it will be important to have preliminary architectural plans developed along with Architectural cost estimates, so that the issue can be fully considered and possibly moved on. If authorized to move forward, Staff will secure a proposal for the work (which would not require further council action), however, a budget amendment resolution would need to be prepared and presented to council at a future meeting.

**Background Information:** In the past we have conducted preliminary architectural planning and cost estimating on a number of projects including the Golf Course Club house, renovations to station 1 and City Hall renovations. While the golf course club house plans were developed the cost of the project would require a General Obligation bond election which was put on hold for now. Development of a new rec center would also require a GO Bond election but both questions could be put before the voters at the same time. This feasibility study would provide the city and the public with the necessary information to make an informed decision on the question.

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**Special Considerations:**

**Financial Impact:** While a proposal for this effort has not been secured at this time, based on past similar efforts, it is anticipated that it will run about \$20-25K and a budget amendment will be needed.

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

**Supporting Documentation:** None

City of Freeport  
Capital Projects  
As of January 31, 2023

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	Pumps ordered - anticipated start date 11/14/22 completion 3/16/23	\$ 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	396,202.84	(726.00)
Phase I SSOI Engineering	Underway	215,926.36	-	215,926.36
Sanitary Sewer Collection GLO Project	Kickoff 2/25/22 - Env. Complete, Eng @90% Bids estimated for Nov or Dec.	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	All Pipe and connections installed. Pavement repair work underway	42,375.00	40,048.30	2,326.70
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	562,042.54	-	562,042.54
	<b>Total Fund 66 - 2021 CO Bond Fund</b>	<b>\$ 5,000,000.00</b>	<b>\$ 583,437.04</b>	<b>\$ 4,416,562.96</b>
<b>Fund 66 - 2020 CO Bond Fund</b>				
Streets & Drainage Projects	Total Budget for Street Projects	\$ 6,375,000.00		
2019-2020 Asphalt Streets - County Interlocal carried over to 2021	Complete	\$ 206,053.24	\$ 206,053.24	\$ -
2020-2021 Asphalt Streets - County Interlocal	Complete	321,260.88	321,260.88	-
2020-2021 Water/Sewer Relocation - Asphalt Streets	Complete	230,704.84	230,704.84	-
2021-2022 Asphalt Streets - County Interlocal	Complete except Ave. F. and alley were sewer is being replaced	382,973.00	328,823.16	54,149.84
2021-2022 alley Sewer Relocation - Asphalt Streets	Materials ordered expected completion in next couple of weeks	117,000.00	66,443.37	50,556.63
2022 Phase 1 Concrete Streets - Engineering	In Construction Phase	330,130.00	304,303.50	25,826.50
2022 Phase 1 Concrete Streets - Construction	All streets complete except 7th, 8th & 10th. Nearing Completion	2,381,309.43	2,059,419.19	321,890.24
2022-2023 Phase 2 Concrete Streets - Engineering	Complete Bid awarded Construction observation remaining	426,380.00	376,958.28	49,421.72
2022-2023 Phase 2 Concrete Streets - Construction	Contract awarded. Pre-Construction meeting will be 1st wk of Nov.	1,801,057.37	105,050.40	1,695,006.97
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	Architectural work on smaller scale complete.	998,000.00	112,067.19	885,932.81
	<b>Total Funding Fund 66 - 2020 CO Bond Fund</b>	<b>\$ 7,876,575.76</b>	<b>\$ 4,458,795.66</b>	<b>\$ 3,417,780.10</b>
<b>Fund 14 - Streets &amp; Drainage Funds</b>				
Road Failure - Avenue D	Complete	\$ 49,000.00	\$ 49,000.00	\$ -
Asphalt Streets 2022-2023	List to be approved by City Council 12-19-22	446,041.00	-	446,041.00
Entry Road for Park	On hold	150,000.00	-	150,000.00
Streets & Drainage Project	Project to be determined	759,000.00	-	759,000.00
2022-2023 Phase 2 Concrete Streets - Construction	Contract awarded. Pre-Construction meeting will be 1st wk of Nov.	1,751,537.36	-	1,751,537.36
	<b>Total Funding Fund 14 - Streets &amp; Drainage Fund</b>	<b>\$ 3,155,578.36</b>	<b>\$ 49,000.00</b>	<b>\$ 3,106,578.36</b>
<b>Fund 21 - Facilities &amp; Grounds CIP</b>				
City Hall Renovations	New proposal being presented to council with reduced scope	\$ 750,000.00	\$ -	\$ 750,000.00

Museum Façade	On Hold	100,000.00	-	100,000.00
Temp. Modular Building	To be bid	426,095.00	-	426,095.00
Fire Station 1 Driveway	To be quoted	10,000.00	-	10,000.00
Prelim Architectural Study Station 1	Preliminary Architectural work has been authorized.	20,000.00	-	20,000.00
Radio Antenna Repairs - Fire	Repair has begun	11,965.00	5,057.17	6,607.83
Greens Restrafracing	To be bid	150,000.00	-	150,000.00
Cart Path Repair	Will begin soon	10,000.00	-	10,000.00
Prelim Architectural Study Club House - Golf	Will be presented to Council in the coming months.	30,000.00	13,258.72	16,741.28
Jail Facility Renovation	To be bid	115,000.00	-	115,000.00
Replacement of Main Electric Dist. Panel	To be quoted	20,000.00	-	20,000.00
Police Department Parking Lot Improvements	To be quoted	20,000.00	-	20,000.00
Landing Repairs	On hold pending public hearing	65,000.00	-	65,000.00
Service Center Exterior	Complete	60,000.00	32,400.00	27,600.00
Riverplace Parking Lot Improvements	Complete	85,000.00	66,000.00	19,000.00
Velasco House Renovations	Complete	70,000.00	57,770.00	12,230.00
Recreation Center Parking Lot Improvements	On hold	70,000.00	-	70,000.00
Library Window Replacement	Construction has begun	43,000.00	27,091.87	15,908.13
Museum Remodel	Construction has begun	17,000.00	4,500.00	12,500.00
<b>Total Fund 21 - Facilities &amp; Grounds CIP</b>		<b>\$ 2,072,760.00</b>	<b>\$ 2,06,077.76</b>	<b>\$ 1,866,682.24</b>

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

Replace 2 Ambulances	Ordered & Received Some Outfitting	600,000.00	158,886.41	441,113.59
Replace Fire Equipment - Grant Funds	Ordered	131,013.00	119,105.97	11,907.03
Equipping new reserve firefighters	To be quoted	12,000.00	-	12,000.00
SOAR Unit Replacement	Grant funding to be sought	400,000.00	-	400,000.00
Knox boxes and mounts	Ordered	15,000.00	-	15,000.00
Furnishings/Appliances Fire Station 2	To be quoted	30,000.00	-	30,000.00
Tee Mower - Golf	Completed	35,893.00	41,780.43	(5,887.43)
Fairway Mower - Golf	Completed	75,356.05	75,356.05	-
Replace two trucks - Building/Code	To be bid	80,000.00	-	80,000.00
Recreation Center Equipment	To be quoted	10,000.00	-	10,000.00
Vehicle Replacement - Police	Ordered	292,748.00	3,967.60	288,780.40
Generator - Police	Grant Has Been Awarded and Generator on Order	60,000.00	19,671.20	40,328.80
Body Camera Video Storage	To be quoted	16,000.00	-	16,000.00
One Ton Dump Truck	Completed	90,000.00	78,705.00	11,295.00
SCADA for Stormwater Pumps	To be bid	60,000.00	-	60,000.00
Zero Turn Mower	Completed	18,000.00	17,975.13	24.87
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>1,986,010.05</b>	<b>515,447.79</b>	<b>1,470,562.26</b>

**Fund 23 - Technology Fund**

Server Replacement/Network Upgrade - Police	Equipment is in. Installation to begin	85,000.00	92,640.42	(7,640.42)
Access Control Panel	Ordered	23,645.47	-	23,645.47
		\$ 108,645.47	\$ 92,640.42	\$ 16,005.05

**Grant Funded Projects**

CDBG MIT 2016 HUD - Sanitary Sewer Collection System SSOI  
 CDBG MIT Harvey - Wastewater Treatment Plant Improvements  
 CDBG - Bar Screen Replacement  
 CDBG - Avonue H Sewer Line Replacement  
 FEMA River Bank Erosion Project - Hurricane Harvey

\$	5,981,626.00	\$	438,461.52	\$	5,493,164.48
	5,931,408.00		184,257.61		5,807,100.39
	193,271.00		170,328.45		22,942.55
	260,000.00		-		260,000.00
	285,793.00		-		285,793.00
\$	12,652,158.00	\$	793,157.58	\$	11,859,000.42

Kickoff 2/25/22- Env. Complete, Eng. @ 90% Bids estimated for Nov or Dec.  
 Kickoff 2/25/22 - Eng. and Env. Review underway Bids estimated Mar. 2023  
 Complete  
 All Pipe and connections installed. Pavement repair work underway  
 Asked for an extension and Rescope. A new project manager has been assigned.  
 Continuing to meet with TBEM and FEMA.

**Other Projects**  
 Incode Migration Project

\$	208,000.00	\$	53,878.25	\$	144,121.75
\$	208,000.00	\$	53,878.25	\$	144,121.75

Financial System, Utility Billing, and Court Complete. HR in progress.

## Office of City Secretary Monthly Report January 2023

### **Public Information Request:**

- 9 requests were received, and 7 closed in the month of January. Two waiting AG Ruling.

### **Agenda's and Minutes Prepared:**

- 3 City Council Agenda's. 3 sets of City Council Meeting Minutes

- 

### **Election Office for Special Election and General Election.**

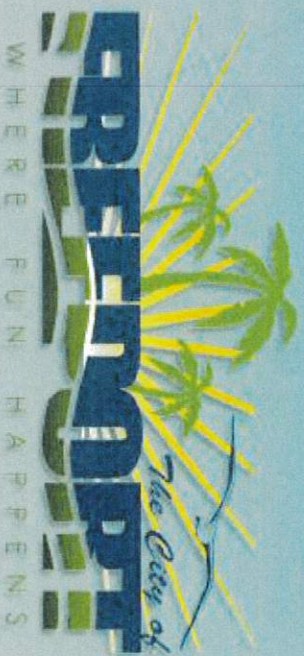
January 10, 2023 Special Election

January 18, 2023 Annual Election

### **Texas Municipal Clerks Certification Program:**

Did practice test for the upcoming exam on March 14.

# Community Development



Building Permits & Inspections

Health Permits & Inspections

Short Term Rental Inspections

Code Enforcement

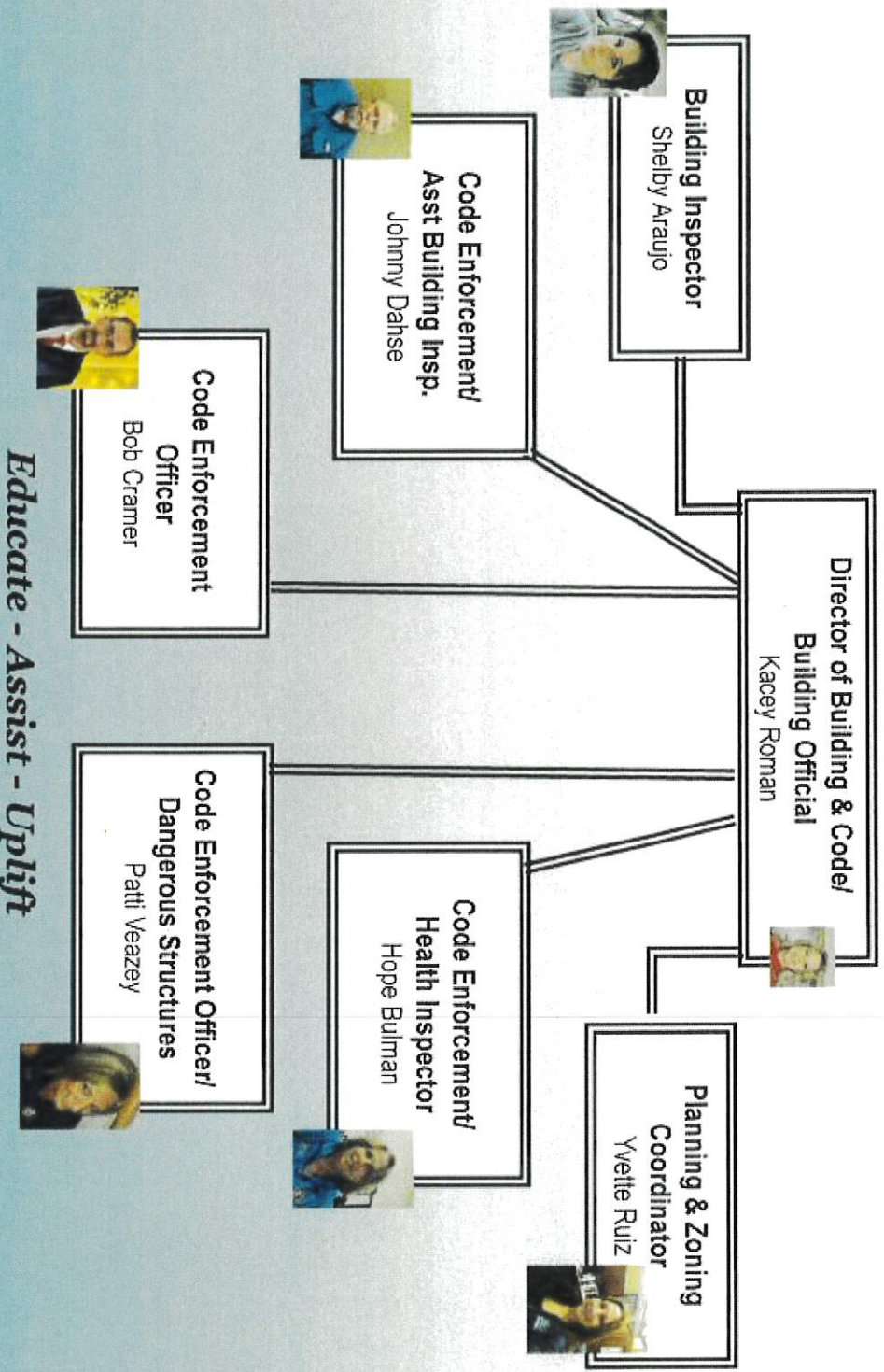
Planning & Zoning

Board of Adjustments

Permit Desk Operations

*Educate - Assist - Uplift*

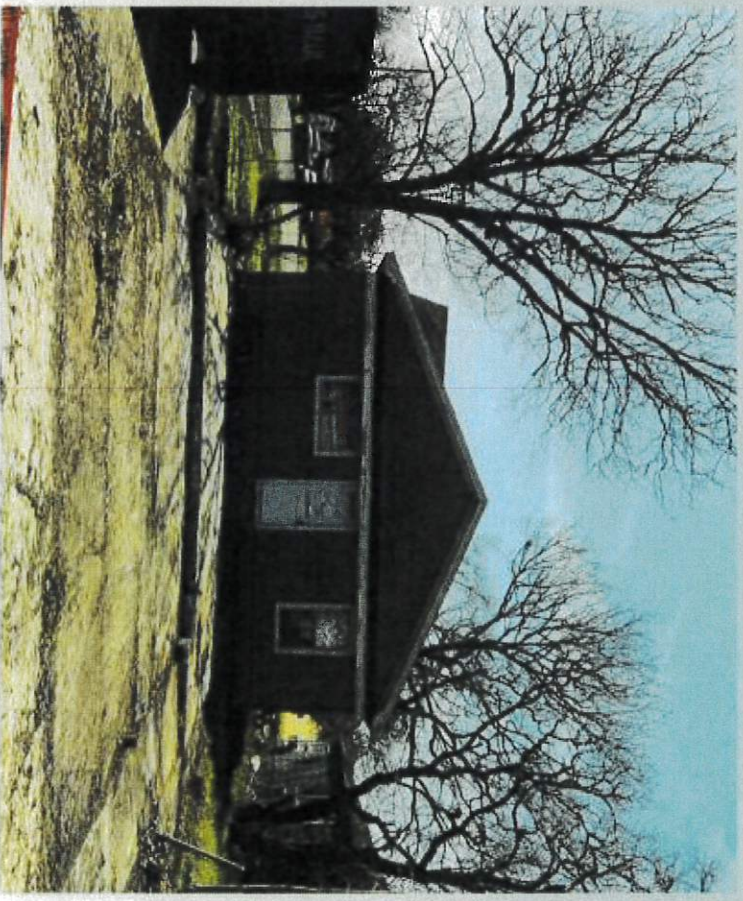
# Community Development



*Educate - Assist - Uplift*



## Demolitions



**1002 W 6<sup>th</sup> – garage apartment**

# Improvements



623 W 5th

# Upcoming Demolitions



Network: Nov 17, 2022 at 2:14:34 PM CST  
Local: Nov 17, 2022 at 2:18:34 PM CST  
N 20° 07' 30.077" W 89° 21' 20.812"  
317 S Gulf Blvd  
Freeport, TX 77541  
United States  
Remark: 300 Blk Velasco & Gulf commercial building

**300 Blk of Velasco & Gulf - (Property ID 259750)**

# Monthly Code Enforcement Activities

Run Date: 02/16/2023 10:10 AM

## Hope Bullman

Create Date	Current Task	Status	Address 1	V_Summary / If Violation
1/4/2023	Action Information	In Progress	702 N BRAZOSPORT BLVD	Establishment working without a health license, due to having no interceptor (grease trap) that complies with city ordinance 51.171
1/5/2023	Initial Inspection	Approved	131 E 5TH ST	
1/5/2023	Initial Inspection	Applied	603 W 2ND ST	
1/5/2023	Initial Inspection	Applied	1421 N BRAZOSPORT BLVD	
1/5/2023	Initial Inspection	Applied	100 N GULF BLVD	
1/5/2023	Initial Inspection	Applied	411 Sailfish Ln	
1/5/2023	Initial Inspection	Applied	1614 N BRAZOSPORT BLVD	
1/5/2023	Initial Inspection	Applied	4231 E HWY 332	
1/6/2023	Action Information	Applied	1002 N BRAZOSPORT BLVD	
1/8/2023	Initial Inspection	Applied	23 S GULF BLVD	
1/8/2023	Initial Inspection	Applied	305 N GULF BLVD	
1/8/2023	Initial Inspection	Applied	1922 W 4th St.	
1/8/2023	Initial Inspection	Applied	209 E PARK AVE	
1/8/2023	Initial Inspection	Applied	919 W 2ND ST	
1/8/2023	Initial Inspection	Applied	406 N GULF BLVD	
1/8/2023	Initial Inspection	Applied	2005 N Brazosport Blvd	
1/8/2023	Initial Inspection	Applied	301 S Brazosport Blvd	
1/8/2023	Initial Inspection	Applied	301 S Brazosport Blvd	
1/8/2023	Initial Inspection	Applied	317 S AVE A	
1/8/2023	Initial Inspection	Applied	303B S BRAZOSPORT BLVD	
1/11/2023	Initial Inspection	Applied	1605 N BRAZOSPORT BLVD	
1/11/2023	Initial Inspection	Applied	503 S GULF BLVD	
1/12/2023	Initial Inspection	Applied	1607 E Hwy 332	
1/13/2023	Initial Inspection	Applied	1100 N Brazosport Blvd Suite 9	
1/13/2023	Initial Inspection	Applied	106 2nd Ave	
1/13/2023	Initial Inspection	Approved	271 Mossy Meadow Dr.	



Hope Bullman

Create Date	Current Task	Status	Address 1	V_Summary if Violation
1/13/2023		Closed	1702 Skinner St. Apt. #2101	<p>Complaint was file by Tenant, Tatiana Clift, located at 1702 Skinner Apt. #2101. States there had been a deceased person in apartment next to hers. He had been in the apartment for five days prior to discovery. She stated the smell was horrible, as well as there being other issues with the apartment. She stated that she wants her lease broke and does not want to reside in the apartment complex. I explained to her the broken items were a civil matter, but I would come and inspect the dwelling for Health reasons due to the smell.</p> <p>Myself, Hope Bullman, Shelby Araujo, and Chief Motley arrived at the complex. Management was there, along with Bio Tech services to assess and discuss remediation. Cheryl Caldwell apl. manager stated they offered tenant relocation. However she denied the offer. Note: Tenant gave cheryl a complaint letter of all items wrong with the apartment as well as the foul odor coming into her bedroom. We were allowed to inspect her apartment and found there to be a slight odor from apartment next door. Office management gave suggestions to tenant to help remedy the smell, but from observation, none of those suggestions were initiated. Letter from tenant given to management was given to Hope Bullman with original complaint items, which included odor. Remediation timeline was given to management to start as early as Monday, January 16th. Follow up will be done Monday 23rd, due to tenant refusing relocation and taking steps to remedy odor, it appears to be a civil matter.</p>
1/23/2023		Applied	1103 N AVE H	
1/23/2023		Applied	402 S AVE B	
1/23/2023		Applied	230 W 2ND ST	
1/25/2023		Applied	831 W 2ND ST	
1/25/2023		Closed	1721 N AVE U	

Thank You note for keeping Freeport beautiful.



**Hope Bullman**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
1/25/2023		Closed	1722 N AVE U	Thank You note for keeping Freeport beautiful.
1/25/2023		Closed	1801 N AVE U	Thank You note for keeping Freeport beautiful.
1/25/2023		Closed	1715 N AVE U	Thank You note for keeping Freeport beautiful.
1/25/2023		Closed	1623 N AVE U	Thank You note for keeping Freeport beautiful.
1/25/2023		Closed	1613 N AVE T	Thank you letter for keeping Freeport beautiful.
1/26/2023		Applied	1202 N GULF BLVD	
1/26/2023		Applied	916 N GULF BLVD	
1/26/2023		Applied	231 W 2nd St.	
1/27/2023		Applied	1224 N BRAZOSPORT BLVD	
1/27/2023		Applied	1717 W 2nd St	
1/31/2023		Applied	1515 N BRAZOSPORT BLVD	
1/31/2023		Applied	923 N Brazosport Blvd	
1/31/2023		Applied	902 N Brazosport Blvd	
1/31/2023		Applied	321 N GULF BLVD	

**Patti Veazey**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
1/3/2023	Reinspection	In Progress	1531 W 8TH ST	Large pile of brush by the street
1/4/2023	Reinspection	In Progress	922 W 12TH ST	Starting dangerous structure on this property,broke windows, tree on house, deli-adapted accessory structure
1/5/2023	Reinspection	New	918 W 12TH ST	Missing Sliding, fencing down, litter & debris, neg Premises
1/5/2023	Reinspection	In Progress	318 W 2ND ST	Need to start dangerous structure
1/5/2023	Reinspection	In Progress	1707-1709 W 5th	Paint structure and repair rotten wood
1/6/2023	Generate and Send Violation Notice	In Progress	1530 W 8TH ST	Large pile of brush and other debris mixed up. By the street
1/11/2023	Action Information	In Progress	1215 W 4TH ST	accessory structure with hole in the roof
1/12/2023		Closed	225 W BROAD ST	Dropped of a disconnect on water
1/12/2023		Closed	1219 W 5TH ST	2 CARS IN THE DRIVEWAY THAT DONT LOOK OPERABLE



**Patti Veazey**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
1/14/2023	Reinspection	In Progress	1606 W 4TH ST	Camper in back yard someone might be living in it
1/14/2023	Reinspection	In Progress	1527 W 6TH ST	Cut alleyway and dead plants
1/14/2023	Reinspection	In Progress	1527 W 6TH ST	Clean up back yard remove debris
1/14/2023	Reinspection	Closed	1519 W 6TH ST	Remove black truck inoperable no inspection sticker
1/14/2023	Reinspection	Closed	1622 W 8TH ST	3 inoperable trucks in back yard
1/17/2023	Reinspection	In Progress	1519 W 8TH ST	Large pile of bagged up debris by street not heavy pickup week
1/17/2023	Reinspection	Closed	1850 W 8TH ST	Dumping debris on fully sack of the street someone seen him
1/17/2023	Reinspection	In Progress	1724-1726 W 7TH	Putting mattresses out when it's not bulk pickup week. Left notice
1/17/2023	Reinspection	In Progress	1431 W 2ND ST	Dropped off a notice to Mr Stewart about putting address on the house. Said he will get it done
1/17/2023	Reinspection	In Progress	1215 W 6TH ST	Brush not bundled and other debris
1/18/2023	Reinspection	Closed	1114 W 8TH ST	Sending letter on address
1/19/2023	Citation Issued	In Progress	1130 W 9TH ST	
1/19/2023	Reinspection	In Progress	23 N AVE F	3 structures on one property. 2 houses and one garage. Doing dangerous structures on these. People been seen going in and out
1/20/2023	Reinspection	In Progress	1818 ZAPATA	Left a door hanger to stop dumping construction debris on 1822 Zapata. Remove debris
1/20/2023	Action Information	In Progress	605 S AVE H	burnt structure. Kacey and I inspected the interior. Kacey recommended it be torn down because it's over %50 percent burnt.
1/23/2023	Reinspection	In Progress	1102 W 8TH ST	trailer of debris in the back yard
1/23/2023	Reinspection	In Progress	1114 W 8TH ST	inoperable vehicle in back yard
1/23/2023	Reinspection	In Progress	1114 W 8TH ST	debris in back yard including torn apart camper
1/23/2023	Reinspection	Closed	1731 W 6th	White truck parked behind house. With no current inspection sticker
1/23/2023	Reinspection	In Progress	1731 W 6th	Brush piled in alleyway
1/24/2023	Reinspection	Closed	1726-1728 W 8TH	Dropped off a shut off on the water
1/24/2023	Reinspection	Closed	1744 W 4TH ST	Dropped off a shut of notice
1/24/2023	Reinspection	Closed	623 E Park	Dropped off a shut off on water account



**Patti Veazey**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
1/24/2023	Reinspection	In Progress	1306 W 4TH ST	Large pile of brush out. Not bundled. Left notice to remove brush
1/24/2023	Reinspection	Closed	1218 W 5TH ST	Motor vehicle in back yard with flat tires sending notice
1/24/2023	Reinspection	New	1207 W 4TH ST	large trailer full of trash and debris in back yard been there a while. Its a harbage for rodents.
1/24/2023	Reinspection	In Progress	1203 W 2ND ST	two vehicle parked in front yard. Sending a notice with some information of the ordinance.
1/24/2023	Reinspection	In Progress	1219 W 4TH ST	2 vehicles in the driveway area they never are moved. Appear to be inoperable. Sending a letter
1/25/2023	Reinspection	Closed	1854 W 8TH ST	call about someone putting brush and debris on vac property. sending a notice
1/25/2023	Reinspection	In Progress	1322 W 7TH ST	Dead tree and piles of brush
1/27/2023	Reinspection	Closed	1902 W 8TH ST	Dumping trash on end off road between the 1854 and 1902 W 8th. Found mail that belonged to 1902. Left notice on his door
1/30/2023	Reinspection	Closed	1122 W 4TH ST	Dropped off shut off notice
1/31/2023	Reinspection	In Progress	127 Brazos Landing Court	Trailer in right-away
1/31/2023	Initial Inspection	New	701 N AVE A	

**Robert Cramer**

Create Date	Current Task	Status	Address 1	V_Summary if Violation
1/3/2023	Reinspection	In Progress	522 W 8TH ST	Exterior Rotted wood, home needs to be repaired and painted.
1/5/2023	Reinspection	Compliant	626 W 7TH ST	Dirt placed in our Drainage ditch
1/5/2023	Reinspection	In Progress	1014-1016 W 5th	Open structure, rotted wood, Refrigerator outsides with doors on it. needs paint.
1/12/2023	Reinspection	Compliant	823 W 4TH ST	Put tow away sticker on a Chevy silverado
1/12/2023	Reinspection	Compliant	402 W BROAD ST	Put tow away sticker on a Nissan Altima, flat tire and rear end damage
1/12/2023	Reinspection	In Progress	411 Sailfish	Put a tow away sticker on a Nissan Altima, no tags or plates



**Robert Cramer**

Create Date	Current Task	Status	Address 1	V - Summary if Violation
1/12/2023	Compliant	Compliant	411 SAILFISH Drive	Put a sticker on a Oldsmobile Cutlass, tags Expired, not operable
1/13/2023	Closed	Closed	1026 W 5TH ST	Litter & Debris in Back Yard, Mattresses, Tires, and other debris.
1/13/2023	Closed	Closed	1026 W 5TH ST	Litter & Debris in back yard by the Alleyway, Mattresses, Tires, Limbs and, other Debris.
1/13/2023	Reinspection	Compliant	1026 W 5TH ST	Litter & Debris, Neglected Premises, Junk Vehicles, Refrigerators, Rubbish & Garbage, The Owner was asking about the next Citywide Clean up told Him sometime in February. He is planning on taking most of the stuff to the clean up
1/17/2023	Reinspection	In Progress	1010 W 4TH ST	Litter and Debris, Rubbish and Garbage, Fence.
1/19/2023	Reinspection	In Progress	608 S AVE C	Debris throughout yard, Neglected Premises
1/19/2023	Reinspection	In Progress	608 S AVE C	Debris throughout yard, Neglected Premises
1/19/2023	Reinspection	Compliant	710 W 5TH ST	Debris on Curb, not placed on proper day for collection.
1/20/2023	Reinspection	New	303 W 2ND ST	Siding on back of home is rotting and falling apart
1/20/2023	Reinspection	Compliant	303 W 2ND ST	Siding is falling apart
1/20/2023	Reinspection	Closed	603 W 5TH ST	Tree limbs on sidewalk need to be cut to 4ft lengths and bundled, also, they have an address on the house but you can't see it from the road asked the tenant to move it so it's visible.
1/25/2023	Reinspection	New	302 W 2ND ST	Sign on property needs to have a permit and be legal
1/26/2023	Reinspection	New	602 S AVE G	Debris in yard
1/26/2023	Reinspection	New	602 S AVE G	Litter & Debris in Yard.
1/26/2023	Reinspection	New	507-511 S Ave G	Tires and Debris front yard
1/26/2023	Reinspection	Compliant	507-511 S Ave G	Rubbish & Garbage- Litter & Debris front yard by the road.
1/30/2023	New	New	1007 W 8TH ST	Construction debris on curb
1/30/2023	New	New	811 W 8TH ST	Debris on curb
1/30/2023	New	New	811 W 8TH ST	Litter and Debris, Improper trash placement

**Robert Cramer**

Create Date	Current Task	Status	Address 1	V Summary / if Violation
1/31/2023		Compliant	603 W 5TH ST	
1/31/2023	Reinspection	In Progress	603 W 5TH ST	Can't see address on the home it is Blocked by Lattice on the roof of the porch Improperly placed Tree Limbs, Not Bundled or Tied.



# Finance, Court & Water Departments

**Title:** Monthly Report for January 31, 2023

**Date:** February 21, 2023

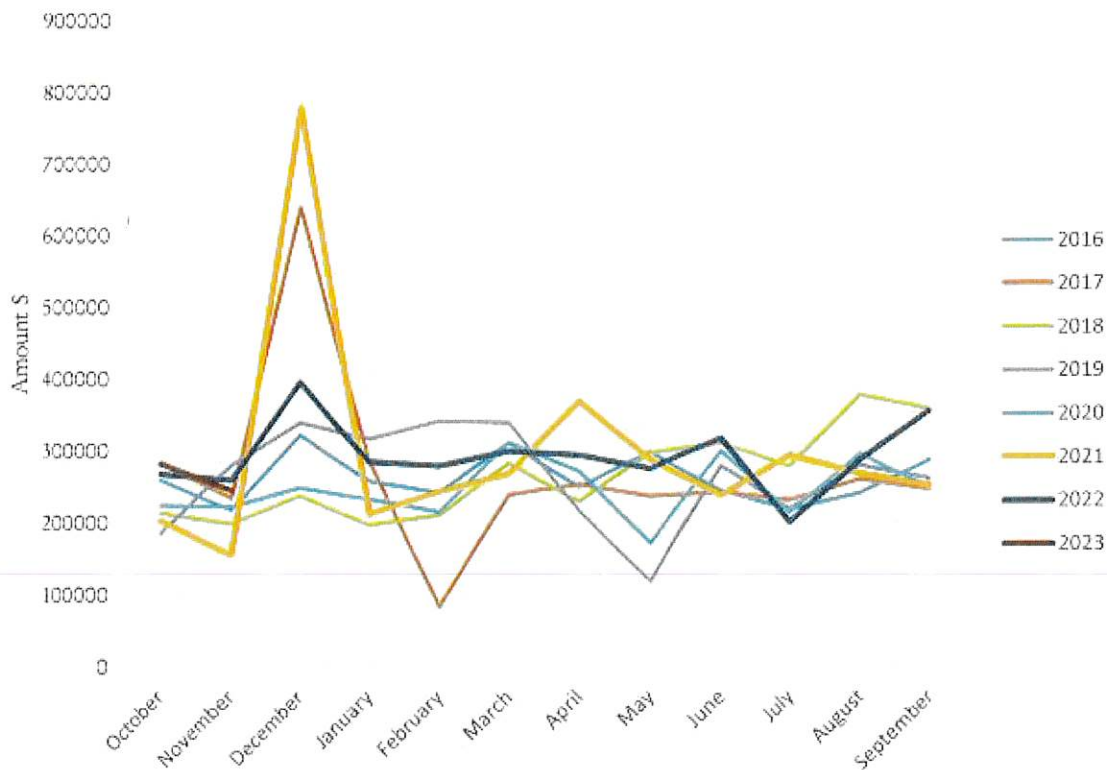
**From:** Cathy Ezell, Finance Director

## Financial Information

### The General Fund:

The revenues collected for the General fund as of January 31, 2023 are \$8,87,011 or 44.69% 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 January 31, 2023 are \$6,247,007 or 30.83% of the budgeted expenditures. See the attached Monthly Financial Report for more detail.

The revenues are over the expenditures by \$2,629,004. The fund balance or reserves of the General Fund as of January 31, 2023 is \$8,544,905. This is 42.17% of the expenditure budget.

Monthly Report  
Finance, Court & Water Departments

**Water & Sewer Fund**

The revenues for the Water & Sewer Fund as of January 31, 2023 are \$1,878,660 or 27.57% of the budgeted revenues. See the attached Monthly Financial Report for more detail.

The expenditures for the Water & Sewer Fund as of January 31, 2023 are \$1,943,280 or 29.46% of the budgeted expenditures. See the attached Monthly Financial Report for more detail.

The revenues are under the expenditures by \$64,621. The fund balance or reserves for the Water & Sewer Fund as of January 31, 2023 is \$82,887. This fund balance is only 1.26% of the operating expenditures.

**Customer Service Department – Water & Court**

The review of all water records continues. We are reviewing all billing processes and establishing internal policies.

The review of all court records continues. Municipal Court has fully migrated to Incode 10 as of October 31, 2022.

We will begin the process of scanning Municipal Court records into Incode software in April. Then move to the Water/Sewer records.

**Other**

We are working with the various departments of the City to include department updates and information as a flyer with the utility bills. There will be an informational flyer included with each bill sent out beginning with the December bills.

We are in the process of converting to the new time and attendance application. This should be complete in March.

The audit is almost complete and we are moving into budget season.

City of Freeport  
Monthly Financial Report  
As of January 31, 2023  
General Fund

	FY2022 Actuals	Adopted FY2023 Budget	Amended FY2023 Budget	Year to Date Actual	% YTD Budget
Beginning Fund Balance	\$ 6,725,855	\$ 5,564,969	\$ 5,915,901	\$ 5,915,901	
<b>Revenues</b>					
EMS	\$ 571,697	\$ 589,000	\$ 589,000	\$ 246,762	41.90%
Property Taxes	3,093,272	3,355,000	3,355,000	2,034,835	60.65%
Industrial Taxes	8,171,633	8,679,299	8,679,299	3,494,163	40.26%
Sales Tax	2,361,795	2,250,000	2,250,000	354,184	15.74%
Franchise & Other Taxes	664,892	644,000	644,000	224,791	34.91%
Permits	276,188	196,625	196,625	254,681	129.53%
Charges for Services	858,762	793,700	793,700	266,362	33.56%
Recreation/Rental	121,819	100,500	100,500	21,054	20.95%
Golf	814,284	652,000	652,000	225,557	34.59%
Municipal Court	234,733	208,500	208,500	51,366	24.64%
Grants	1,788,558	2,092,765	2,092,765	1,492,205	71.30%
Lease Income	151,087	125,000	125,000	10,393	8.31%
Miscellaneous	649,261	176,820	176,820	199,658	112.02%
<b>Total Revenues</b>	<b>19,757,981</b>	<b>19,863,209</b>	<b>19,863,209</b>	<b>8,876,011</b>	<b>44.69%</b>
<b>Expenditures</b>					
Administration	\$ 2,113,246	\$ 1,792,676	\$ 1,792,676	\$ 691,139	38.55%
Information Technology	-	229,628	229,628	87,340	38.04%
Service Center	231,715	201,887	201,887	65,821	32.60%
Municipal Court	239,515	231,301	231,301	89,518	38.70%
Police	4,855,088	5,254,992	5,254,992	1,592,578	30.31%
Fire	1,200,390	1,425,610	1,425,610	465,031	32.62%
EMS	1,020,517	969,552	969,552	295,426	30.47%
Emergency Management	150,986	-	-	-	
Code Enforcement	393,520	479,991	479,991	131,072	27.31%
Building	306,662	308,662	308,662	75,559	24.48%
Garbage Collection	887,107	720,000	720,000	184,936	25.69%
Street & Drainage	1,403,967	1,500,782	1,500,782	450,392	30.01%
Beach Fund Expense	57,529	42,850	42,850	25	0.06%
Historical Museum	345,069	374,526	374,526	75,451	20.15%
Sr Citizens Commission	7,731	7,500	7,500	3,600	48.00%
Library	33,549	41,535	41,535	15,896	38.27%
Parks	1,284,982	1,294,028	1,294,028	340,832	26.34%
Golf	1,190,704	1,235,668	1,235,668	373,905	30.26%
Recreation	492,678	572,840	572,840	115,453	20.15%
Interfund Transfer to	4,502,980	3,729,095	3,729,095	1,243,032	33.33%
Interfund Transfer from	(150,000)	(150,000)	(150,000)	(50,000)	33.33%
<b>Total Expenditures</b>	<b>20,567,934</b>	<b>20,263,123</b>	<b>20,263,123</b>	<b>6,247,007</b>	<b>30.83%</b>
<b>Revenue Over/(Under)</b>					
<b>Expenditures</b>	<b>\$ (809,954)</b>	<b>\$ (399,914)</b>	<b>\$ (399,914)</b>	<b>\$ 2,629,004</b>	
Ending Fund Balance	\$ 5,915,901	\$ 5,165,055	\$ 5,515,987	\$ 8,544,905	

City of Freeport  
Monthly Financial Report  
As of January 31, 2023  
Water Sewer Fund

	FY2022	Adopted	Amended	Year to Date	% YTD
	Actuals	FY2023	FY2023	Actual	Budget
		Budget	Budget		
Beginning Fund Balance	\$ 50,936	\$ 174,759	\$ 147,508	\$ 147,508	
<b>Revenues</b>					
Interlocal Revenue	\$ 16,086	\$ 4,000	\$ 4,000	\$ -	0.00%
Interest	2,408	1,000	1,000	1,076	107.58%
Misc Income	1,749	-	-	22	N/A
Misc Income Return Checks	1,242	1,000	1,000	350	35.00%
Utility Reimbursements	165,400	100,000	100,000	52,991	52.99%
Community Dev Grant	136,229	-	-	-	N/A
Grant - CDBG GLO	622,829	-	-	(463,262)	N/A
FEMA Reimbursement	-	-	-	-	N/A
Cash Over or Short	(40)	-	-	(10)	N/A
Water Revenue	3,500,777	4,178,200	4,178,200	1,325,358	31.72%
Water Revenue - Misc	(1,722)	-	-	-	N/A
Sewer Revenue	2,563,543	2,400,000	2,400,000	906,628	37.78%
Sewer Revenue - Misc	20	-	-	-	N/A
Sewer Surcharge	321	-	-	-	N/A
Water Tap Fee	23,752	15,000	15,000	3,900	26.00%
Sewer Tap Fee	3,040	3,000	3,000	2,429	80.97%
Bad Debt Write Off	728	1,000	1,000	841	84.11%
Connect & Disconnect Fees	132,499	110,000	110,000	48,335	43.94%
Transfer from General Fund	323,000	-	-	-	N/A
<b>Total Revenues</b>	<b>7,491,862</b>	<b>6,813,200</b>	<b>6,813,200</b>	<b>1,878,660</b>	<b>27.57%</b>
<b>Expenditures</b>					
Salaries	\$ 98,019	\$ 102,267	\$ 102,267	\$ 24,281	23.74%
Benefits	49,349	40,692	40,692	15,710	38.61%
Supplies	76,241	70,950	70,950	15,228	21.46%
Services	5,553,016	5,848,140	5,848,140	1,686,340	28.84%
Maintenance	89,129	65,000	65,000	32,494	49.99%
Sundry	16,548	17,800	17,800	18,743	105.30%
Capital Outlay	1,083,229	-	-	-	N/A
Debt Service Fees	(22,938)	-	-	-	N/A
Transfer to Debt Service	302,698	301,450	301,450	100,483	N/A
Transfer to CD2021 Bond Fund	-	-	-	-	N/A
Transfer to General Fund	150,000	150,000	150,000	50,000	N/A
<b>Total Expenditures</b>	<b>7,395,290</b>	<b>6,596,299</b>	<b>6,596,299</b>	<b>1,943,280</b>	<b>29.46%</b>
<b>Revenue Over/(Under)</b>					
<b>Expenditures</b>	<b>\$ 96,572</b>	<b>\$ 216,901</b>	<b>\$ 216,901</b>	<b>\$ (64,621)</b>	
Ending Fund Balance	\$ 147,508	\$ 391,660	\$ 364,409	\$ 82,887	



**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  
Deputy Chief  
EMS Coordinator  
  
Micheal Dumas  
Deputy Chief  
Fire Marshal

To: Mr. Kelty, City Manager  
From: Christopher D. Motley, Fire Chief  
Date: February 21, 2023  
Re: January 2023

Response alarms:            Fire -        19  
   EMS -        179  
   Total -      198

Significant Events:            Air Ambulance transport: 0\*  
   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 1  
   Two EMS units working calls at the same time: 24  
   Three working EMS alarms: 0  
   Four working EMS alarms: 0  
   Five working EMS alarms: 0  
   Transport rate: 59%

Equipment/Infrastructure:    Fire Station #1 driveway repair: No update from Public Works.

Audit:                                Texas Department of Insurance audit: TDI responded to request on status. Provided update contact information. Waiting for a response.

Emergency Management:    Monitoring and reviewing daily COVID-19 BC Health reports.

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.

Preparing emergency management response to natural disasters.

Brazosport ISD Mass Casualty plan updating response plans.

Visit us online at [www.freeport.tx.us](http://www.freeport.tx.us)  
[facebook.com/FreeportFire](https://facebook.com/FreeportFire)  
[fire@freeport.tx.us](mailto:fire@freeport.tx.us)



**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  
Deputy Chief  
EMS Coordinator

Micheal Dumas  
Deputy Chief  
Fire Marshal

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Mitigation Grants: FEMA American Firefighter Grant, complete the application and awaiting announcement of award. Project: Brush/Wildland truck: \$125,000.00.

Preparing for FEMA AFG and S.A.F.E.R. grant programs for February application. Completed agreements for a grant writer.

Personnel:

Staffing:

Fire Fighter Vacancy: Three (Full-time)

Fire Fighter Vacancy: Six (Part-time)

EMS Vacancy: Four (Part-time).

Employee testing: OPEN

FF Windom was transferred from part time to fulltime employee.

Training Employees: FF Windom enrolled in Advance EMT training for EMS

Injuries: None.

Events: MLK Parade  
MLK Banquet

Prevention: Council Chambers are sanitized by staff prior to each council meeting.

Announcements: Assisted USDOT PHMSA in securing a site to present the Freeport LNG Brief on February 11, 2023. Notified the community of the briefing through posters, social media, and highway signs.



## Monthly Golf Course Report January 2023

For the month of January our revenue after taxes was \$61,757 which was \$20,000 over our goal and the highest revenue for any given January. So far this fiscal year we are \$38,000 over our goal and on track to hit 30,000 rounds of golf played in Freeport. January was the first month with our new rate changes, and even though the weather and wet conditions were not favorable, the new rates help quite a bit to have our best January. Without interest in investing on improvements of the course, at some point these numbers will start to max out and will make it a bigger challenge to become a profitable municipal golf course.

We started our spring tournament season early this year with Brazoswood Baseball holding their annual fundraiser this month with an even bigger turnout than last year. This event was normally held in Lake Jackson, and the last two years they have moved to Freeport which is a nice win for the city. We will also host two high school events this year with 8-10 neighboring high schools attending.

Our youth program continues to draw attention from the area and we now have over 1000 kids under 14 that take advantage of our youth program yearly. Another bright spot in our youth sports is Brazosport High School has 40 active students enrolled on the golf team. This is our highest count so far.

Golfcourse feedback overall has been positive including the rate change, but some of the negative feedback continues to be the lack of improvements to the facility, and the fact we do not have course marshalls to help with pace of play and help enforce course rules.

I have attached our updated numbers that go more into detail.

Thank you

Brian

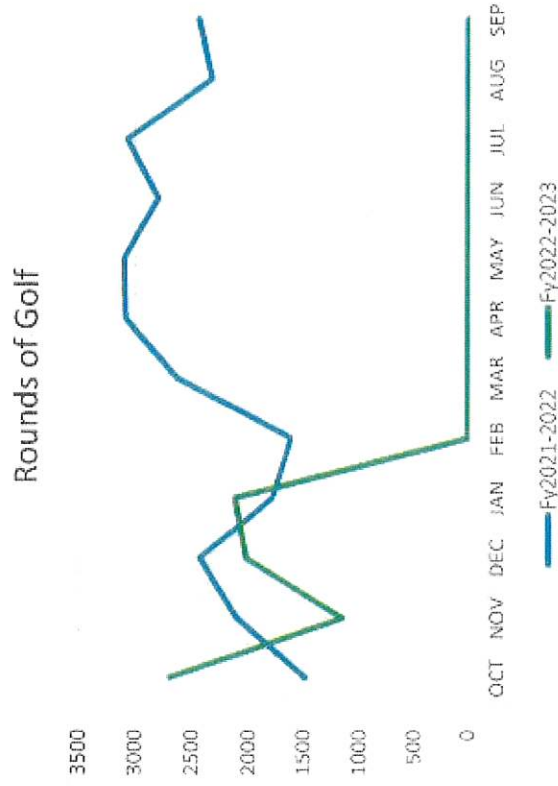
Revenue for the fiscal years

	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	2020-21	2021-2022	2022-2023
October	\$ 47,009.00	\$ 38,020.00	\$ 44,541.00	\$ 47,969.00	\$ 60,175.00	\$ 50,996.00	\$ 41,062.00	\$ 40,670.00	\$ 54,225.00	\$ 35,893.00	\$ 33,177.00	\$ 40,630.00	\$ 27,607.00	\$ 16,019.00	\$ 42,407.50	\$ 82,202.91	\$ 51,147.84	\$ 76,592.04
November	\$ 27,799.00	\$ 35,907.00	\$ 33,606.00	\$ 49,707.00	\$ 38,303.00	\$ 36,024.00	\$ 42,510.00	\$ 44,313.00	\$ 28,636.00	\$ 26,865.00	\$ 19,944.00	\$ 31,995.00	\$ 30,448.00	\$ 23,228.00	\$ 41,339.77	\$ 60,630.00	\$ 56,082.76	\$ 32,385.62
December	\$ 34,168.00	\$ 25,966.00	\$ 37,408.00	\$ 36,299.00	\$ 20,950.00	\$ 35,136.00	\$ 31,812.00	\$ 32,258.00	\$ 29,786.00	\$ 29,645.00	\$ 36,178.00	\$ 24,651.00	\$ 20,056.00	\$ 40,913.00	\$ 48,990.47	\$ 55,821.98	\$ 62,544.33	\$ 53,630.54
January	\$ 98,116.00	\$ 192,999.00	\$ 237,823.00	\$ 40,207.00	\$ 21,224.00	\$ 27,521.00	\$ 49,248.00	\$ 25,583.00	\$ 37,898.00	\$ 20,962.00	\$ 36,242.00	\$ 57,636.00	\$ 30,542.00	\$ 30,225.00	\$ 23,385.95	\$ 58,851.51	\$ 47,116.31	\$ 61,750.57
February	\$ 28,092.00	\$ 31,360.00	\$ 29,207.00	\$ 40,209.00	\$ 16,883.00	\$ 32,118.00	\$ 37,420.00	\$ 36,248.00	\$ 32,762.00	\$ 31,605.00	\$ 37,448.00	\$ 30,449.00	\$ 21,772.00	\$ 26,399.00	\$ 37,402.31	\$ 41,451.22	\$ 49,128.06	
March	\$ 44,064.00	\$ 50,240.00	\$ 45,181.00	\$ 51,134.00	\$ 52,878.00	\$ 64,305.00	\$ 39,894.00	\$ 58,128.00	\$ 44,011.00	\$ 29,920.00	\$ 34,281.00	\$ 39,473.00	\$ 52,056.00	\$ 52,167.00	\$ 56,303.83	\$ 67,691.37	\$ 69,892.06	
April	\$ 52,805.00	\$ 44,170.00	\$ 56,981.00	\$ 60,303.00	\$ 58,689.00	\$ 57,695.00	\$ 57,897.00	\$ 46,802.00	\$ 51,866.00	\$ 38,553.00	\$ 28,234.00	\$ 58,911.00	\$ 60,713.00	\$ 82,098.00	\$ 13,723.00	\$ 75,786.60	\$ 59,650.43	
May	\$ 46,585.00	\$ 50,784.00	\$ 59,084.00	\$ 65,235.00	\$ 46,083.00	\$ 28,246.00	\$ 50,407.00	\$ 52,940.00	\$ 48,409.00	\$ 40,164.00	\$ 30,164.00	\$ 50,065.00	\$ 57,095.00	\$ 62,740.00	\$ 28,942.99	\$ 48,401.78	\$ 62,185.04	
June	\$ 30,019.00	\$ 52,831.00	\$ 65,674.00	\$ 62,085.00	\$ 56,492.00	\$ 59,357.00	\$ 61,151.00	\$ 55,923.00	\$ 48,913.00	\$ 35,082.00	\$ 8,162.00	\$ 37,417.00	\$ 53,075.00	\$ 58,523.00	\$ 62,154.13	\$ 63,469.70	\$ 60,111.50	
July	\$ 40,396.00	\$ 30,250.00	\$ 62,143.00	\$ 62,143.00	\$ 40,405.00	\$ 52,427.00	\$ 50,646.00	\$ 50,191.00	\$ 44,200.00	\$ 43,187.00	\$ 76,186.00	\$ 37,066.00	\$ 52,448.00	\$ 69,071.00	\$ 30,746.13	\$ 57,641.48	\$ 60,688.06	
August	\$ 40,523.00	\$ 41,429.00	\$ 38,004.00	\$ 63,134.00	\$ 48,395.00	\$ 62,385.00	\$ 45,155.00	\$ 46,075.00	\$ 46,548.00	\$ 43,777.00	\$ 30,806.00	\$ 23,908.00	\$ 56,221.00	\$ 67,005.00	\$ 38,125.52	\$ 57,051.00	\$ 59,895.18	
September	\$ 35,526.00	\$ 37,527.00	\$ 21,756.00	\$ 49,098.00	\$ 41,066.00	\$ 62,176.00	\$ 42,282.00	\$ 34,895.00	\$ 29,984.00	\$ 21,813.00	\$ 26,082.00	\$ 7,161.00	\$ 15,674.00	\$ 30,267.00	\$ 51,789.23	\$ 45,708.61	\$ 68,991.57	
Total	\$ 477,403.00	\$ 486,478.00	\$ 534,128.00	\$ 617,861.00	\$ 489,257.00	\$ 557,406.00	\$ 546,766.00	\$ 525,026.00	\$ 481,682.00	\$ 392,155.00	\$ 330,376.00	\$ 434,860.00	\$ 480,124.00	\$ 416,106.00	\$ 521,399.18	\$ 710,657.75	\$ 822,305.41	\$ 225,662.87



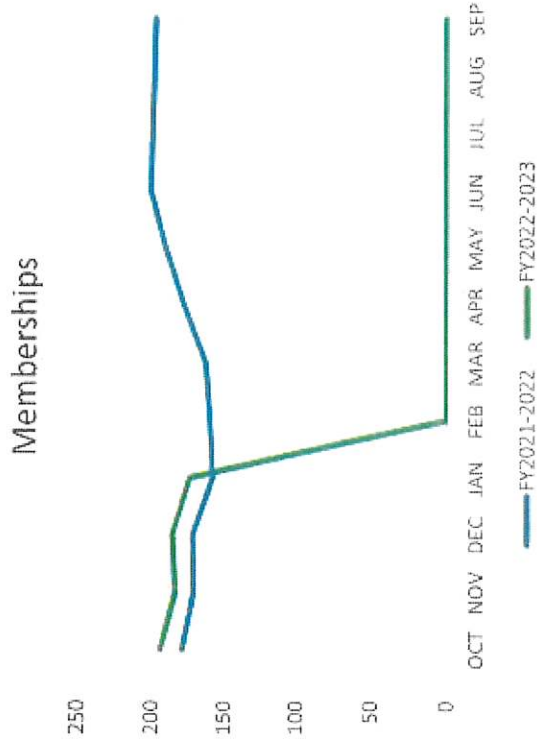
Rounds of Golf

Month	Fy2021-2022	Fy2022-2023
OCT	1489	2692
NOV	2109	1153
DEC	2430	2028
JAN	1785	2125
FEB	1619	0
MAR	2633	0
APR	3089	0
MAY	3100	0
JUN	2801	0
JUL	3076	0
AUG	2328	0
SEP	2443	0
	28902	0



Memberships

Month	FY2021-2022	FY2022-2023
OCT	179	194
NOV	171	184
DEC	172	186
JAN	158	174
FEB	160	0
MAR	163	0
APR	178	0
MAY	191	0
JUN	201	0
JUL	200	0
AUG	199	0
SEP	198	0





# Human Resources Monthly Report

Date: February 9, 2023

HR TEAM: Donna Fisher

## HR Services Team Priorities and Results for January 2023:

- **Welcomes and Well-wishes:**
  - **We are excited to welcome:**
    - Joseph Earl – Police Officer – Police Department
    - Deidra Jones – Dispatcher – Police Department
    - Samantha Lyons – Part-time EMS – Fire Department
    - Joaquin Torres – Police Officer – Police Department
    - Benjamin Casper – Maintenance Technician – Public Works/Building Maintenance
- **Training/Coaching/Performance Improvement:**
  - **Performance Issues Addressed:** We had one (1) employee termination for performance this month.
- **Employee Turnover/Recruiting/Hiring Progress:**
  - **Employee Turnover:** We had three (3) employee separations in January. One employee from the Police Department, one from Public Works (Parks) and one from the Fire Department.
  - **Internal Transfers/Promotions:** Lily Celedon was promoted to Golf Course Coordinator, and Luis Windom went from Part-time EMS to Full-time Firefighter/EMS during the month of January.
  - **Recruiting:** Active recruiting searches include:
    - Part-time EMT
    - Firefighter/EMT – Full and Part Time
    - Part-time Range Attendant – Golf Course
    - Part-time Crossing Guard
    - Police Officer
    - Lifeguards (Seasonal Part Time) – Recreation Center
    - Maintenance Technician I - Parks
  - **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 January.
  - **Workers Compensation Claims:** We had two (2) active Workers Comp. claims in January.
  - **Family & Medical Leave Cases (FMLA)-** We had one (1) active FMLA case in January.
  - **Employee Benefits:** We are continuing to look at options for a wellness event for employees.

- **Training/Development:** We attended the Olson & Olson Local Government Seminar in January.

### **Priorities for February:**

- **Employee Benefits** – Continue working on wellness event
- **Payroll Conversion** – A pilot of the new timekeeping system, Executime, is ongoing





# Information Technology Monthly Report

- Timeclock and Time Management System
  - Security upgrades to E-mail and city infrastructure
  - City Hall Firewall Upgrade negotiated for heavily reduced cost.
- 
- New Agenda and Council Meeting Digital System upgrade.
  - Secure Wireless Traffic with RADIUS and expand wireless encryption and authentication to all city facilities.
  - New City ID badge system for in-house management.
  - Upgrade Rec Center Door to badge Access

FEBRUARY 2023



## 📄 Closed Tickets last 31 days by Category

Description:

Category: Service Desk

Server HostName: support.0c.wseesmgzndzobocdr0wg.bx.internal.cloudapp.net

Generated: 02/01/2023 00:00:34

ID	Title	Priority	Category	Status	Impact	Resolution Name	Owner Name	Submitter Name
1 row: Priority: Medium, Category: Hardware: Printer: Desk/Office								
1	103 Printer offline			Closed / Resolved	1 person inconvenienced	TOLAR-PC	Toby Cohen	Laura Dramer
2 rows: Priority: Medium, Category: Hardware: Phone: Desk								
2	100 Voicemail Setup			Closed / Resolved	1 person inconvenienced	CH-UHUBB4T	Toby Cohen	Ana Sibas
3	50 EDC Director phone auto answering calls even when unattended			Closed / Resolved	1 person inconvenienced		Toby Cohen	Kaylee Ellis
2 rows: Priority: Medium, Category: Hardware: Printer: Desk/Office								
4	71 HR Director			Closed / Resolved	1 person cannot work	GH-7H013Z2	Toby Cohen	Donna Fisher
5	86 Need printed hooked up in my office			Closed / Resolved	1 person cannot work	CD-87F1R5B	Toby Cohen	Patti Veazey
1 row: Priority: Medium, Category: Software: Issue								
6	102 Test Ticket			Closed / Resolved	1 person cannot work	IT-5PQ00VA	Toby Cohen	Toby Cohen
2 rows: Priority: Medium, Category: Software: Install								
7	58 Bihouelle Software			Closed / Resolved	1 person inconvenienced	ED-4N29QV2	Toby Cohen	Kaylee Ellis
8	65 software failed to launch			Closed / Resolved	1 person inconvenienced	ED-4N29QV2	Toby Cohen	Kaylee Ellis
11 rows: Priority: Medium, Category: Hardware: Printer: Copier								
9	62 Install copier water department			Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
10	96 scanner is full with paper but still shows no paper			Closed / Resolved	Many people inconvenienced	CD-986VQ8	Toby Cohen	Hope Bulman

2/15/23, 11:51 AM

Closed Tickets last 31 days by Category

11	79	Install copier FD	Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
12	76	Install copier rec center	Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
13	101	FAX confirmation	Closed / Resolved	Many people inconvenienced	GH-7HG1322	Toby Cohen	Donna Fisher
14	81	Install copier community development	Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
15	78	Install copier PO	Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
16	75	Install copier golf course	Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
17	83	Install copier admin	Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
18	80	Install copier Museum	Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
19	77	Install copier public works	Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen

1 row: Priority: Medium, Category: Website: Change or Upload

20	85	Website Update	Closed / Resolved	Many people inconvenienced		Toby Cohen	Ana Sibas
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1 row: Priority: Medium, Category: Network

21	81	Printer Error 01052023	Closed / Resolved	1 person cannot work		Toby Cohen	Christopher Motey
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1 row: Priority: Project, Category: Hardware: Other Hardware

22	74	Install secondary camera council room	Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
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2 rows: Priority: Medium, Category: Other

23	85	ExecuTime	Closed / Resolved	1 person inconvenienced		Toby Cohen	Bette Dahse
24	84	New Copiers - Scan to Email	Closed / Resolved	1 person inconvenienced	TOLAR-PC	Toby Cohen	Laura Cramer

1 row: Priority: Medium, Category: Hardware: Other Hardware

25	84	Install time clock Public Works	Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
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## Closed Tickets last 31 days by Category

Description:

Category: Service Desk

Server Hostname: support06wseesmgcendz0atic00r0wg.bx.internal.cloudapp.net

Generated: 02/01/2023 03:00:34

#	ID	Title	Workload	Time Open	Status	Impact	Workload Name	Creator Name	Subscriber Name
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1 row: Priority: Medium, Category: Hardware: Printer: Desk/Office

1	103	Printer offline			Closed / Resolved	1 person inconvenienced	TOLAR-PC	Toby Cohen	Laura Cramer
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2 rows: Priority: Medium, Category: Hardware: Phone: Desk

2	100	voicemail Setup			Closed / Resolved	1 person inconvenienced	CH-UH0884T	Toby Cohen	Ann Sibbas
3	50	EOG Director phone auto answering calls even when unattended			Closed / Resolved	1 person inconvenienced		Toby Cohen	Kaylee Ellis

2 rows: Priority: Medium, Category: Hardware: Printer: Desk/Office

4	71	HR Director			Closed / Resolved	1 person cannot work	CH-7HG13Z2	Toby Cohen	Donna Fisher
5	96	Need printed hooked up in my office.			Closed / Resolved	1 person cannot work	GD-8TF1R60	Toby Cohen	Pat Veaze

1 row: Priority: Medium, Category: Software: Issue

6	102	Test Ticket			Closed / Resolved	1 person cannot work	IT-SPQ00VA	Toby Cohen	Toby Cohen
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2 rows: Priority: Medium, Category: Software: Install

7	98	Silhouette Software			Closed / Resolved	1 person inconvenienced	ED-6N29QV2	Toby Cohen	Kaylee Ellis
8	99	software failed to launch			Closed / Resolved	1 person inconvenienced	ED-6N29QV2	Toby Cohen	Kaylee Ellis

11 rows: Priority: Medium, Category: Hardware: Printer: Copier

9	82	install copier water department			Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
10	96	scanner is full with paper but still shows no paper			Closed / Resolved	Many people inconvenienced	GD-936VQ8	Toby Cohen	Hope Burman



## Closed Tickets last 31 days by Category

Description:

Category: Service Desk

Server Hostname: support.dow/seesmgpcerdzuoqdrDwg.bx.internal.cloudapp.net

Generated: 02/01/2023 00:00:34

#	ID	Title	Created Date	Time Spent	Status	Impact	Machine Name	Owner Name	Customer Name
1 row: Priority: Medium, Category: Hardware::Printer::Desk/Office									
1	103	Printer offline			Closed / Resolved	1 person inconvenienced	TCLAR-PC	Toby Cohen	Laura Cramer
2 rows: Priority: Medium, Category: Hardware::Phone::Desk									
2	100	Voxemail Setup			Closed / Resolved	1 person inconvenienced	CH-0HU004T	Toby Cohen	Ana Bilbas
3	50	EDC Director phone auto answering calls even when unattended			Closed / Resolved	1 person inconvenienced		Toby Cohen	Kaylee Ellis
2 rows: Priority: Medium, Category: Hardware::Printer::Desk/Office									
4	71	HR Director			Closed / Resolved	1 person cannot work	CH-7HG13Z2	Toby Cohen	Donna Fisher
5	86	Need printer hooked up in my office			Closed / Resolved	1 person cannot work	CD-07F1R6B	Toby Cohen	Rami Veazey
1 row: Priority: Medium, Category: Software::Issue									
6	102	Test Ticket			Closed / Resolved	1 person cannot work	IT-5P20QVA	Toby Cohen	Toby Cohen
2 rows: Priority: Medium, Category: Software::Install									
7	68	Bihouelle Software			Closed / Resolved	1 person inconvenienced	ED-6N29QV2	Toby Cohen	Kaylee Ellis
8	45	software failed to launch			Closed / Resolved	1 person inconvenienced	ED-6N29QV2	Toby Cohen	Kaylee Ellis
11 rows: Priority: Medium, Category: Hardware::Printer::Copier									
9	82	Install copier water department			Closed / Resolved	Many people inconvenienced		Toby Cohen	Toby Cohen
10	86	scanner is full with paper but still shows no paper			Closed / Resolved	Many people inconvenienced	CD-806VQ8	Toby Cohen	Hope Bulman



## **FREEPORT POLICE DEPARTMENT**

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

*Danny Gilchrist*  
Captain

*Jennifer Howell*  
Chief of Police

*Corey Brinkman*  
Lieutenant

### **JANUARY POLICE REPORT**

#### **I. CALLS FOR SERVICE**

1604 calls for service were reported for the month.  
Zuercher Records Management System (RMS) reports to follow.

#### **II. INCIDENTS**

157 cases were reported for the month.  
Zuercher Records Management System (RMS) reports to follow.

#### **III. TRAFFIC STOPS**

329 traffic stops were reported for the month.  
Zuercher Records Management System (RMS) reports to follow.

#### **IV. TRAINING**

Training performed in accordance with the Texas Commission on Law Enforcement (TCOLE).

- Department wide Self-Aid Buddy-Aid (SABA) Life Saving Training.
- Two officers attended Basic Instructor Training.
- One dispatcher completed Field Training Officer course.
- Two officers completed FEMA 300, one FEMA 400, and 2 FEMA 800.
- Taser training was completed for all new hires.

#### **V. COMMUNITY EVENTS**

The police department participated in the following events in the month of January:

- January 7<sup>th</sup> Freeport History Day at the Museum
- January 16<sup>th</sup> MLK Celebration Grand Parade and Festival

The following upcoming events for February and March:

- February 17<sup>th</sup> Daddy Daughter Dance
- February 18<sup>th</sup> Mardi Gras Festival

#### **VI. COMPLAINTS and COMPLIMENTS**

There was a second party complaint that alleged an arrested subject did not receive medical attention and that they were wrongfully arrested. Video of the incident was viewed. EMS was called to the scene, they evaluated the subject and the subject refused medical attention and transport to the hospital. The subject also pled guilty to the criminal charge.

SGT Flores and Officer Cruz were recognized by a family for their kindness and professionalism.



*To Protect, Serve, Model Integrity and Demonstrate Professionalism*

**VII. STAFFING**

**DISPATCHERS:**

New hire Deidra Jones, a returning employee, started her training. One dispatcher has submitted her notice to go to another agency for more money.

**POLICE OFFICERS:**

Officer Joey Earl and Officer Joaquin Torres, who is also a returning employee, started their field training.

We have two veteran officers who have applications out with other agencies for more pay.

# Freeport Police Department

Monthly Call For Service CC

Printed on February 10, 2023

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Description	Totals	
911 CALL	110	110
911 HANG UP	23	23
ABANDONED VEHICLE	10	10
ACCIDENT - HIT & RUN	6	6
ACCIDENT - MAJOR	4	4
ACCIDENT - MINOR	16	16
ALARM - BUSINESS	18	18
ALARM - MEDICAL	2	2
ALARM - RESIDENTIAL	8	8
AMBULANCE CALL - FREEPORT	133	133
AMBULANCE CALL - OYSTER CREEK	13	13
AMBULANCE CALL - SURFSIDE	8	8
ANIMAL BITE	5	5
ANIMAL CONTROL - GENERAL	125	125
ANIMAL CONTROL - PENDING	5	5
ASSAULT	7	7
ATTEMPT TO SERVE - WARRANT	7	7
BAR CHECK	23	23
BEACH PATROL	1	1
BROADCAST	6	6
BURGLARY - BUILDING	4	4
BURGLARY - HABITATION	4	4
CITY ORDINANCE VIOLATION	3	3
CIVIL MATTER	10	10
CIVIL STANDBY	9	9
CLERK CHECK	47	47
CLOSE PATROLLING AREA	97	97
CLOSE PATROL REQUEST	4	4
COURTESY TRANSPORT	3	3
CPS RELATED INVESTIGATION	9	9
CREDIT/DEBIT CARD ABUSE	1	1
CRIMINAL MISCHIEF	7	7
CRIMINAL TRESPASSING	2	2
DEBRIS IN ROADWAY	3	3
DISCHARGE FIREARM	11	11
DISTURBANCE PHYSICAL	15	15
DISTURBANCE VERBAL	34	34
DISTURBANCE WEAPONS	3	3
Duplicate Call	1	1
FIRE - ALARM	13	13
FIRE CALL	8	8
FIREWORKS	14	14

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Description	Totals	
FLAGGED DOWN	3	3
FOLLOW UP	42	42
FORGERY	2	2
FOUND PROPERTY	9	9
FRAUD	5	5
GAS/CHEMICAL RELEASE	1	1
HARASSMENT	3	3
HOSPICE DEATH	2	2
JUVENILE COMPLAINTS	5	5
LOST ARTICLE/PROPERTY	1	1
MENTAL HEALTH CALL/REFERAL	4	4
MISCELLANEOUS	40	40
MISSING JUVENILE	1	1
MOTORIST ASSIST	19	19
NOISE COMPLAINT	19	19
OPEN DOOR/WINDOW	5	5
OTHER AGENCY ASSIST	14	14
PARKING VIOLATION	4	4
PRISONER TRANSPORT	8	8
PUBLIC INTOXICATION	1	1
RECKLESS DRIVER	10	10
RECOVER RUNAWAY	3	3
REPORT DROPPED IN ERROR	4	4
REPOSESSION VEHICLE	13	13
RUNAWAY	11	11
SEX OFFENDER REGISTRATION	1	1
SEXUAL OFFENSE	4	4
SPEAK WITH OFFICER	51	51
SPECIAL ASSIGNMENT	2	2
SPECIAL WATCH	8	8
SUBJECT CONTACT	14	14
SUICIDE	1	1
SUSPICIOUS CIRCUMSTANCE	41	41
SUSPICIOUS NOISE	1	1
SUSPICIOUS SUBJECT	32	32
SUSPICIOUS VEHICLE	24	24
TERRORISTIC THREATS	5	5
THEFT	24	24
TOWED VEHICLE	5	5
TRAFFIC COMPLAINT	11	11
TRAFFIC CONTROL	3	3
TRAFFIC STOP	259	259
UNAUTH USE OF A VEHICLE	3	3
UNWANTED SUBJECT	13	13
WARRANT CLASS B OR ABOVE	5	5
WARRANT MUNICIPAL	3	3

<b>Description</b>	<b>Totals</b>	
WATER / STREET DEPT CALLOUT	13	13
WELFARE CONCERN	14	14
	6	6
<b>Totals</b>	1604	1604

# Freeport Police Department

Monthly Incidents CC

Printed on February 10, 2023

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Reported	Case Number	Offenses	Description
01/01/23	FPD23-0001	RESIST ARREST SEARCH OR	DISCHARGE FIREARM
01/01/23	FPD23-0002	DRIVING WHILE INTOXICATED	TRAFFIC STOP
01/01/23	FPD23-0003	DRIVING WHILE LICENSE INVALID	TRAFFIC STOP
01/01/23	FPD23-0004	PUBLIC INTOXICATION	UNWANTED SUBJECT
01/01/23	FPD23-0005	DISPLAY EXPIRED REGISTRATION	TRAFFIC STOP
01/01/23	FPD23-0006	INCIDENT REPORT	ANIMAL CONTROL - GENERAL
01/02/23	FPD23-0007	INCIDENT REPORT	HOSPICE DEATH
01/02/23	FPD23-0008	BURGLARY OF VEHICLE - theft from	UNAUTH USE OF A VEHICLE
01/02/23	FPD23-0010	INCIDENT REPORT	CIVIL STANDBY
01/02/23	FPD23-0009	INCIDENT REPORT	FOUND PROPERTY
01/02/23	FPD23-0011	INCIDENT REPORT	FOUND PROPERTY
01/02/23	FPD23-0012	THEFT CLASS C	THEFT
01/02/23	FPD23-0013	POSSESSION OF DRUG	TRAFFIC STOP
01/03/23	FPD23-0014	ROBBERY	DISTURBANCE WEAPONS
01/03/23	FPD23-0015	OTHER JURISDICTION WARRANT	SUBJECT CONTACT
01/03/23	FPD23-0016	NO DRIVER'S LICENSE	ACCIDENT - MINOR
01/03/23	FPD23-0017	INCIDENT REPORT	SUSPICIOUS CIRCUMSTANCE
01/03/23	FPD23-0018	INCIDENT REPORT	DISTURBANCE PHYSICAL
01/03/23	FPD23-0019	THEFT PROP >=\$100<\$750	THEFT
01/03/23	FPD23-0020	POSS CS PG 4 <28G; DRIVING	ACCIDENT - MINOR
01/03/23	FPD23-0021	INCIDENT REPORT	DISTURBANCE WEAPONS
01/04/23	FPD23-0022	OTHER JURISDICTION WARRANT	SUBJECT CONTACT
01/04/23	FPD23-0023	CRIMINAL MISCHIEF	THEFT
01/04/23	FPD23-0024	FAILURE TO MAINTAIN FINANCIAL	TRAFFIC STOP
01/05/23	FPD23-0025	PUBLIC INTOXICATION	SUSPICIOUS SUBJECT
01/05/23	FPD23-0026	PUBLIC INTOXICATION	RECKLESS DRIVER
01/05/23	FPD23-0027	INCIDENT REPORT	AMBULANCE CALL - FREEPORT
01/05/23	FPD23-0028	ASSAULT CAUSES BODILY INJ	DISTURBANCE PHYSICAL
01/05/23	FPD23-0029	INCIDENT REPORT	FRAUD
01/05/23	FPD23-0031	AGG ASSAULT	ASSAULT
01/05/23	FPD23-0030	CRIMINAL TRESPASS	CRIMINAL TRESPASSING
01/05/23	FPD23-0034		ANIMAL BITE
01/06/23	FPD23-0032	CREDIT CARD OR DEBIT CARD	CREDIT/DEBIT CARD ABUSE
01/06/23	FPD23-0033	POSS CS PG 1/1-B <1G	TRAFFIC STOP
01/07/23	FPD23-0035	PUBLIC INTOXICATION	SUSPICIOUS SUBJECT
01/07/23	FPD23-0036	POSSESSION OF TOBACCO	SUSPICIOUS VEHICLE
01/07/23	FPD23-0037	POSSESSION OF DRUG	DISTURBANCE VERBAL
01/07/23	FPD23-0038	INCIDENT REPORT	SUSPICIOUS CIRCUMSTANCE
01/07/23	FPD23-0039	DEATH INVESTIGATION	WELFARE CONCERN
01/07/23	FPD23-0040	CITY WARRANT	WARRANT MUNICIPAL
01/07/23	FPD23-0041	INCIDENT REPORT	FOUND PROPERTY
01/08/23	FPD23-0042	FLEEING POLICE OFFICER	TRAFFIC STOP
01/08/23	FPD23-0043	DANGEROUS VICIOUS DOG	ANIMAL BITE

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Reported	Case Number	Offenses	Description
01/08/23	FPD23-0044	BURGLARY OF HABITATION	BURGLARY - HABITATION
01/08/23	FPD23-0045	INCIDENT REPORT	MENTAL HEALTH CALL/REFERRAL
01/09/23	FPD23-0046	FAILURE TO MAINTAIN FINANCIAL	TRAFFIC STOP
01/09/23	FPD23-0047	INCIDENT REPORT	RUNAWAY
01/09/23	FPD23-0048	DEATH INVESTIGATION	AMBULANCE CALL - FREEPORT
01/09/23	FPD23-0049	CRUELTY TO NON-LIVESTOCK	ANIMAL CONTROL - GENERAL
01/09/23	FPD23-0050	CREDIT CARD OR DEBIT CARD	FRAUD
01/09/23	FPD23-0051	ASSAULT BY PHYSICAL CONTACT	ASSAULT
01/09/23	FPD23-0052	SEXUAL ASSAULT CHILD - rape	SPEAK WITH OFFICER
01/09/23	FPD23-0053	CREDIT CARD OR DEBIT CARD	SPEAK WITH OFFICER
01/09/23	FPD23-0054	THEFT PROP >=\$750<\$2,500	THEFT
01/09/23	FPD23-0055	OTHER JURISDICTION WARRANT	TRAFFIC STOP
01/10/23	FPD23-0056	PUBLIC INTOXICATION	SUSPICIOUS VEHICLE
01/10/23	FPD23-0057	INCIDENT REPORT	DISTURBANCE PHYSICAL
01/10/23	FPD23-0058	FRAUD - GENERAL	SPEAK WITH OFFICER
01/11/23	FPD23-0059	INCIDENT REPORT	SPEAK WITH OFFICER
01/11/23	FPD23-0060	INCIDENT REPORT	RUNAWAY
01/12/23	FPD23-0061	AGG ASSAULT W/DEADLY	TERRORISTIC THREATS
01/12/23	FPD23-0062	INCIDENT REPORT	FOUND PROPERTY
01/12/23	FPD23-0063	FAIL TO REMAIN AND REPORT	ACCIDENT - HIT & RUN
01/12/23	FPD23-0064		ANIMAL BITE
01/13/23	FPD23-0065	INCIDENT REPORT	FOUND PROPERTY
01/14/23	FPD23-0066	PUBLIC INTOXICATION	DISTURBANCE PHYSICAL
01/14/23	FPD23-0067	THEFT PROP >=\$100<\$750	THEFT
01/14/23	FPD23-0068	PROH SUBSTANCE/ITEM IN	SUSPICIOUS CIRCUMSTANCE
01/14/23	FPD23-0069	DRIVING WHILE INTOXICATED;	ACCIDENT - MINOR
01/14/23	FPD23-0070	THEFT CLASS C	THEFT
01/14/23	FPD23-0071		THEFT
01/14/23	FPD23-0076	CRUELTY TO ANIMALS	ANIMAL CONTROL - GENERAL
01/14/23	FPD23-0072	THEFT CLASS C	THEFT
01/14/23	FPD23-0073	CRIMINAL MISCHIEF >=\$100<\$750	911 CALL
01/15/23	FPD23-0074	PUBLIC INTOXICATION	SUSPICIOUS VEHICLE
01/15/23	FPD23-0075	INCIDENT REPORT	ANIMAL BITE
01/16/23	FPD23-0077	FAIL TO REMAIN AND REPORT	ACCIDENT - HIT & RUN
01/16/23	FPD23-0078	FAIL TO REMAIN AND REPORT	ACCIDENT - HIT & RUN
01/16/23	FPD23-0079	INCIDENT REPORT	DISTURBANCE VERBAL
01/16/23	FPD23-0080	ASSAULT CAUSES BODILY INJURY	DISTURBANCE VERBAL
01/18/23	FPD23-0081	INCIDENT REPORT	RUNAWAY
01/17/23	FPD23-0082	CRIMINAL MISCHIEF >=\$750<\$2,500	BURGLARY - BUILDING
01/17/23	FPD23-0083	INDECENCY W/CHILD SEXUAL	SEXUAL OFFENSE
01/17/23	FPD23-0085	INCIDENT REPORT	AMBULANCE CALL - FREEPORT
01/17/23	FPD23-0084	ALLOWING DOG TO RUN AT LARGE	ANIMAL CONTROL - GENERAL
01/17/23	FPD23-0086	ASSAULT CAUSES BODILY INJ	ASSAULT
01/17/23	FPD23-0087	INCIDENT REPORT	FOUND PROPERTY
01/18/23	FPD23-0091	RESIST ARREST SEARCH OR	ATTEMPT TO SERVE - WARRANT
01/18/23	FPD23-0089	EVADING ARREST DETENTION	DISTURBANCE VERBAL
01/18/23	FPD23-0090	DRIVING WHILE LIC	ACCIDENT - MAJOR

Reported	Case Number	Offenses	Description
01/18/23	FPD23-0092	THEFT CLASS C	THEFT
01/19/23	FPD23-0093	ONLINE SOLICITATION OF A	SPEAK WITH OFFICER
01/20/23	FPD23-0094	INCIDENT REPORT	WARRANT MUNICIPAL
01/20/23	FPD23-0095	TERRORISTIC THREAT OF	SPEAK WITH OFFICER
01/20/23	FPD23-0096		SEX OFFENDER REGISTRATION
01/20/23	FPD23-0097	PUBLIC INTOXICATION	SUSPICIOUS SUBJECT
01/20/23	FPD23-0098	DRIVING WHILE INTOXICATED	TRAFFIC STOP
01/20/23	FPD23-0099	POSS CS PG 1/1-B <1G; DEADLY	SUSPICIOUS SUBJECT
01/21/23	FPD23-0100	UNL CARRYING WEAPON; DRIVING	TRAFFIC STOP
01/21/23	FPD23-0101	POSS CS PG 1/1-B <1G	WELFARE CONCERN
01/21/23	FPD23-0102	INCIDENT REPORT	INCIDENT REPORT
01/21/23	FPD23-0103	BURGLARY OF BUILDING	BURGLARY - HABITATION
01/21/23	FPD23-0104	INCIDENT REPORT	RUNAWAY
01/21/23	FPD23-0105	INCIDENT REPORT	SEXUAL OFFENSE
01/22/23	FPD23-0106	OTHER JURISDICTION WARRANT	TRAFFIC STOP
01/22/23	FPD23-0107	INCIDENT REPORT	RUNAWAY
01/23/23	FPD23-0113		UNAUTH USE OF A VEHICLE
01/23/23	FPD23-0114	POSSESSION OF DRUG	TRAFFIC STOP
01/23/23	FPD23-0108	CAPIAS WARRANT	WARRANT MUNICIPAL
01/23/23	FPD23-0109	FAILURE TO MAINTAIN FINANCIAL	TRAFFIC STOP
01/23/23	FPD23-0110	INCIDENT REPORT	INCIDENT REPORT
01/23/23	FPD23-0111	BURGLARY OF HABITATION	BURGLARY - HABITATION
01/23/23	FPD23-0112	INCIDENT REPORT	ACCIDENT - MINOR
01/24/23	FPD23-0123		ANIMAL CONTROL - GENERAL
01/24/23	FPD23-0115	INDECENCY W/CHILD SEXUAL	SEXUAL OFFENSE
01/24/23	FPD23-0116	FORGERY	FORGERY
01/24/23	FPD23-0117	INCIDENT REPORT	AMBULANCE CALL - FREEPORT
01/24/23	FPD23-0118	INCIDENT REPORT	FRAUD
01/24/23	FPD23-0119	OTHER JURISDICTION WARRANT	TRAFFIC STOP
01/25/23	FPD23-0120	THEFT MATER	THEFT
01/25/23	FPD23-0121	INDECENCY W/CHILD SEXUAL	SEXUAL OFFENSE
01/25/23	FPD23-0122	ROBBERY	ASSAULT
01/26/23	FPD23-0124	INCIDENT REPORT	DISTURBANCE PHYSICAL
01/26/23	FPD23-0128	INCIDENT REPORT	FOUND PROPERTY
01/26/23	FPD23-0125	FORGERY GOVT/NATION	FORGERY
01/26/23	FPD23-0126	THEFT PROP >=\$2,500<\$30K	THEFT
01/26/23	FPD23-0127	THEFT PROP >=\$100<\$750	THEFT
01/26/23	FPD23-0129	INCIDENT REPORT	HOSPICE DEATH
01/26/23	FPD23-0130	ASSAULT CAUSES BODILY INJURY	DISTURBANCE PHYSICAL
01/27/23	FPD23-0131	PUBLIC INTOXICATION	PUBLIC INTOXICATION
01/27/23	FPD23-0132	FAILURE TO MAINTAIN FINANCIAL	TRAFFIC STOP
01/27/23	FPD23-0133	INCIDENT REPORT	SUSPICIOUS VEHICLE
01/27/23	FPD23-0134		ASSAULT
01/27/23	FPD23-0135	INCIDENT REPORT	SPEAK WITH OFFICER
01/27/23	FPD23-0136	ASSAULT CAUSES BODILY INJURY	DISTURBANCE VERBAL
01/28/23	FPD23-0137	PUBLIC INTOXICATION; OTHER	ACCIDENT - HIT & RUN
01/28/23	FPD23-0138	DEATH INVESTIGATION	AMBULANCE CALL - SURFSIDE

Reported	Case Number	Offenses	Description
01/28/23	FPD23-0139	SEXUAL ASSAULT CHILD - rape	SEXUAL OFFENSE
01/28/23	FPD23-0140	INCIDENT REPORT	DISTURBANCE PHYSICAL
01/28/23	FPD23-0141	INCIDENT REPORT	MENTAL HEALTH CALL/REFERAL
01/28/23	FPD23-0142		REPORT DROPPED IN ERROR
01/28/23	FPD23-0143	CRIMINAL TRESPASS	SUSPICIOUS CIRCUMSTANCE
01/28/23	FPD23-0144	INCIDENT REPORT	BURGLARY - BUILDING
01/28/23	FPD23-0145	THEFT PROP >=\$100<\$750	THEFT
01/29/23	FPD23-0146	ASSAULT CAUSES BODILY INJURY	DISTURBANCE PHYSICAL
01/29/23	FPD23-0147	PUBLIC INTOXICATION	ACCIDENT - HIT & RUN
01/29/23	FPD23-0148	RESIST ARREST SEARCH OR	WELFARE CONCERN
01/29/23	FPD23-0149	OTHER JURISDICTION WARRANT	911 CALL
01/30/23	FPD23-0150	PUBLIC INTOXICATION	DISTURBANCE VERBAL
01/30/23	FPD23-0151	CRIMINAL MISCHIEF	THEFT
01/30/23	FPD23-0153	INCIDENT REPORT	FOUND PROPERTY
01/30/23	FPD23-0152	THEFT PROP >=\$100<\$750	THEFT
01/31/23	FPD23-0154	OTHER JURISDICTION WARRANT	SUSPICIOUS SUBJECT
01/31/23	FPD23-0155	ASSAULT CAUSES BODILY INJURY	DISTURBANCE VERBAL
01/31/23	FPD23-0156	CRIMINAL MISCHIEF/CLASS C	CRIMINAL MISCHIEF
01/31/23	FPD23-0157	INCIDENT REPORT	RUNAWAY
01/17/23	FPD23-0088	*****	*****

**Total Records: 157**

# Freeport Police Department

Monthly Traffic Stops CC

Printed on February 10, 2023

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Descriptions	Totals	
Arrest	18	18
Arrest; Report Taken	10	10
Arrest; Transport Made/Escort Given	3	3
Arrest; Vehicle Towed	3	3
Assistance Provided	2	2
Citation Issued	92	92
Danegard / Event Cancelled	1	1
Handled By Officer / Deputy	4	4
No Police Action Taken	1	1
Report Taken	3	3
Verbal Warning Issued	2	2
Written Warning Issued	190	190
<b>Totals</b>	<b>329</b>	<b>329</b>

## Property & GIS Monthly Report January 2023

### Property:

- Lien Calculations/Payoff Preparations/Releases – Collected: \$ 19,161.92
- Brazoria County Tax Office – Tax Certificates (10)
- Brazoria County Clerk – File Liens (0) & Replats (6)
- Appraisal District – Acreage Discrepancies

### Information Technology:

- Update website
- Update social media

### GIS:

- Update ownership data
- Water/Sewer Mapping
- 200' Replat maps with ownership
- 911 Address Range Verifications
- New Address Assignments
- Departmental Data Information Requests

### Projects:

- Illumination Street Lights 100%
  - Continuing correspondence with Centerpoint for correct placement of council approved light locations





**DPW**  
**Monthly Report**  
February 2023

Table of Contents

Description.....3  
DPW Organizational Chart.....4  
Administration.....5  
Streets Division.....6  
Drainage Division.....7  
Parks Division.....8  
Fleet Maintenance.....9  
Building Maintenance.....10  
Recreation Division.....11  
Museum.....12  
CIP.....13-16

# DPW Monthly Report February 2023

## Description

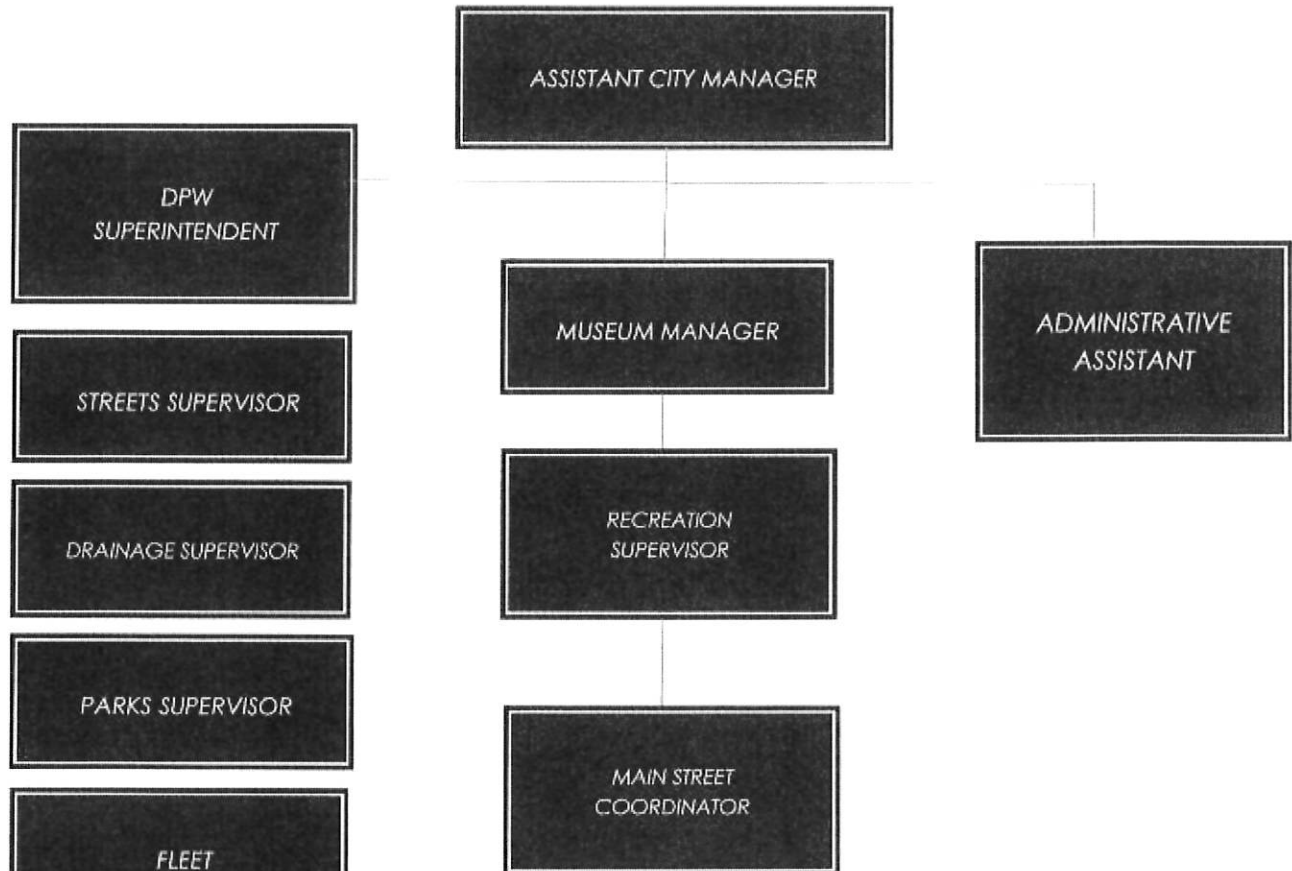
The DPW is administered by the Assistant City Manager. It is the responsibility of the department to successfully manage the City of Freeport infrastructure systems, City owned facilities, equipment, fleet, recreation and museum.

The department's mission and primary function is to provide a superior public service. In order to meet this goal, the operating function responsibilities of the department are assigned to eight groups. Each group is under the direction of a supervisor whose responsibilities include quality inspection, workload scheduling, contract management, and customer service. Each supervisor is responsible for coordinating the personnel and equipment resources of their respective divisions.

- Administration Division: under the Direction of the Assistant City Manager, this division manages the public works office, customer service, scheduling, reporting and public communication.
- Streets Division: Under the direction of the Streets Supervisor, this division provides street maintenance services to the community by pothole patching, curb, gutter and sidewalk repair and replacement of city streets and alleys. This division also provides sign maintenance which includes the installation and repair of roadway signs and the repair and maintenance of roadway markings within the city's right-of-way.
- Drainage Division: Under the direction of the Drainage Supervisor, this division is responsible for all repairs and maintenance of the city's stormwater collection system. This division also installs new culvert piping upon customer permitting.
- Parks Division: Under the direction of the Parks/Grounds/Facilities Supervisor, this division provides services to the community by conducting preservation and beautification of the City's parks, ball fields, building grounds and open spaces.
- Fleet Division: Under the direction of the Assistant City Manager, this division is responsible for all repairs and maintenance of the city's Fleet
- Building Maintenance Division: Under the direction of the Public Works Superintendent, this division provides services to the community by conducting preventative maintenance and repairs on all city property and buildings.
- Recreation Division: Under the direction of the Recreation Supervisor, this division provides services to the community through recreation, events and programs
- Museum Division: Under the Museum Manager, this division provides services to the community through museum, events and programs.

# DPW Monthly Report February 2023

DPW Organizational Chart



Streets - (6) field technicians

Drainage - (5) field technicians

Parks - (11) field technicians

Fleet - (1) mechanic technician

Building - (1) lead technician

Museum - (1) assistant

Recreation - (1) event coordinator, (3) PT, (16) lifeguards

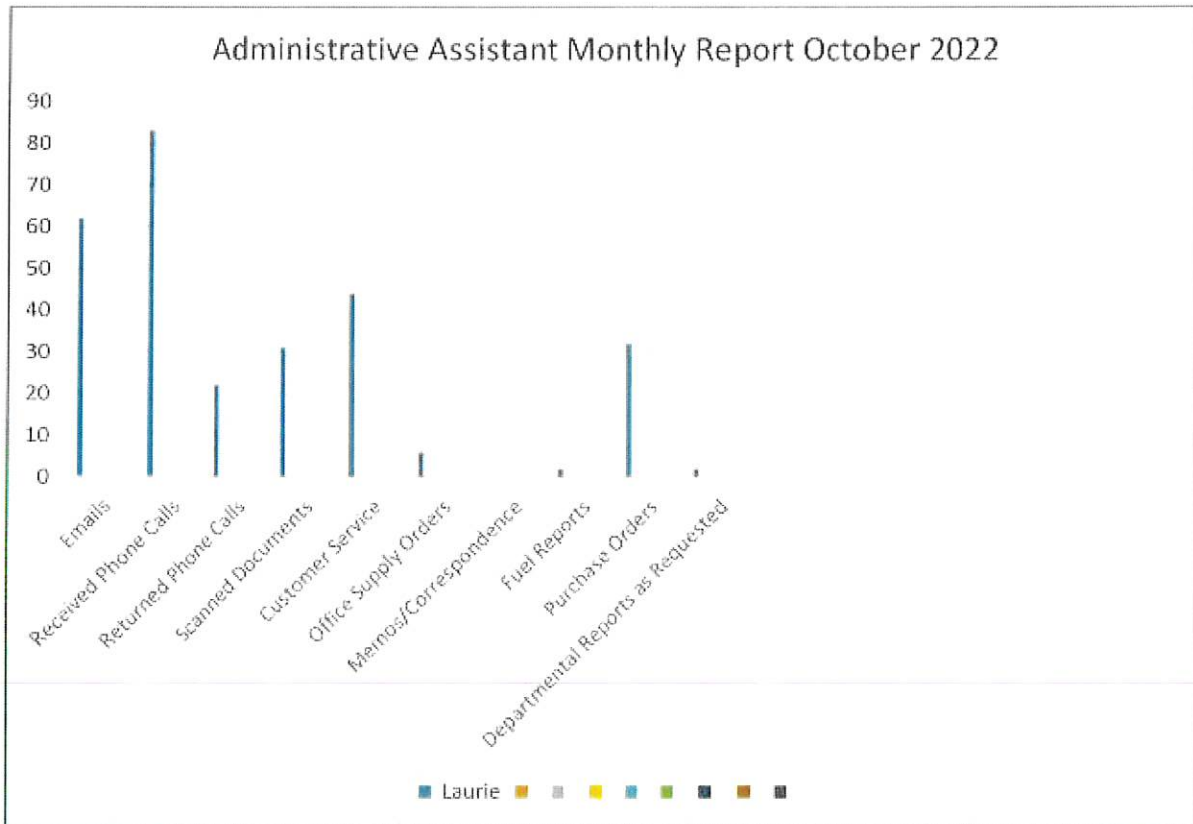
# DPW Monthly Report February 2023

**Administration Division:**

under the Direction of the Assistant City Manager, this division manages the public works office, customer service, scheduling, reporting and public communication

**Key Highlights This Month:**

- Fuel Reporting
- Working on new fuel tanks/monitoring system at PW



# D P W

## Monthly Report

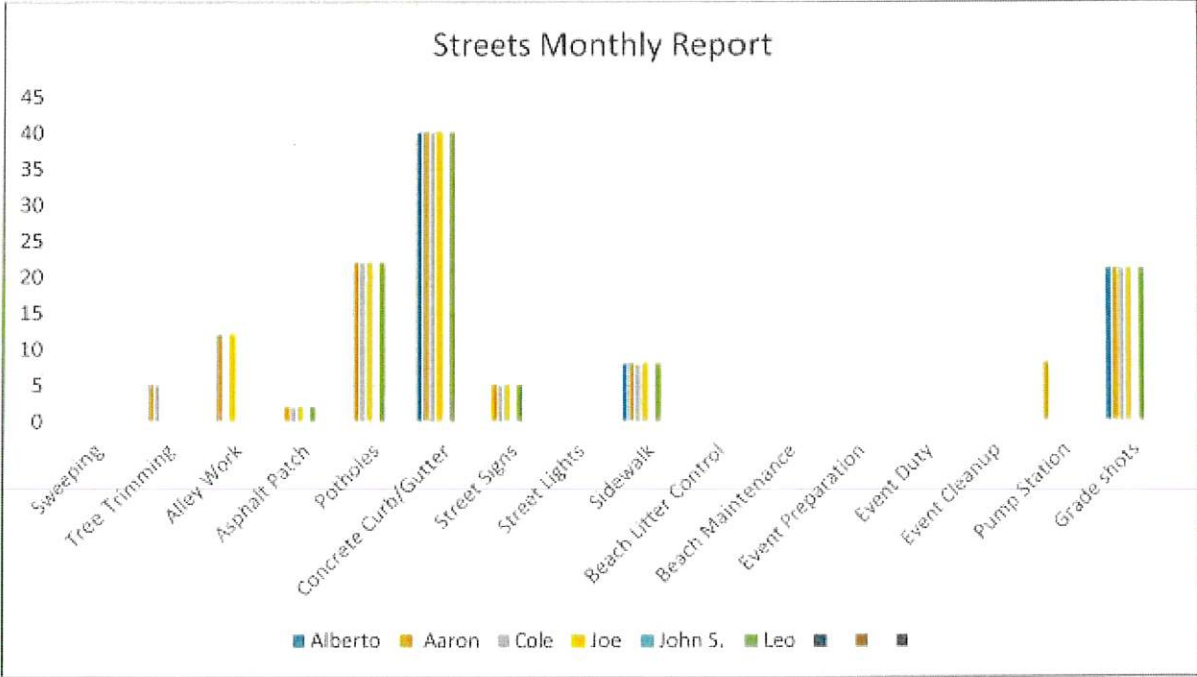
### February 2023

**Streets Division:**

Under the direction of the Streets Supervisor, this division provides street maintenance services to the community by pothole patching, curb, gutter and sidewalk repair and replacement of city streets and alleys. This division also provides sign maintenance which includes the installation and repair of roadway signs and the repair and maintenance of roadway markings within the city's right-of-way.

**Key Highlights This Month:**

- Completed C/G at 8<sup>th</sup> and Walnut for Interlocal
- Completed drainage issue in alley between Lynn and 7<sup>th</sup>
- Potholes Citywide



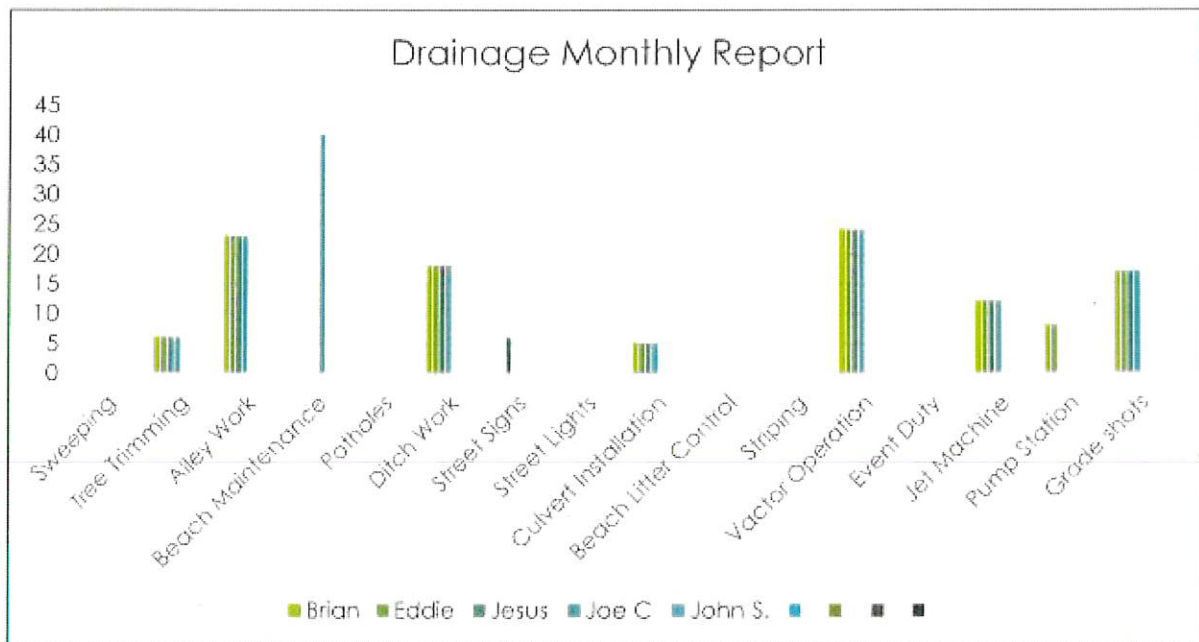
# DPW Monthly Report February 2023

## Drainage Division:

Under the direction of the Drainage Supervisor, this division is responsible for all repairs and maintenance of the city's stormwater collection system. This division also installs new culvert piping upon customer permitting.

### Key Highlights This Month:

- c/o 6 Signs
- Mow all Wards
- Storm water preventative maintenance on inlets

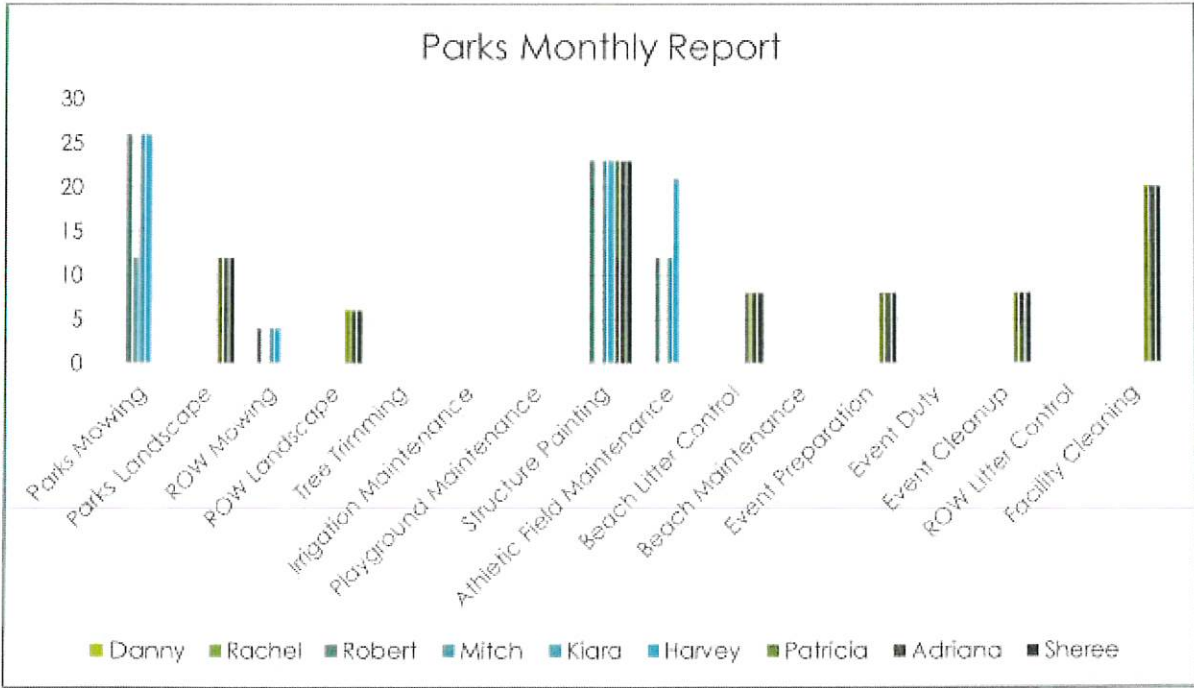


# DPW Monthly Report February 2023

**Parks Division:**

Under the direction of the Parks/Grounds/Facilities Supervisor, this division provides services to the community by conducting preservation and beautification of the City's parks, ball fields, building grounds and open spaces.

- Paint all structures at SFA / Riverside
- Park Maintenance (9)
- Athletic Field Maintenance (5)





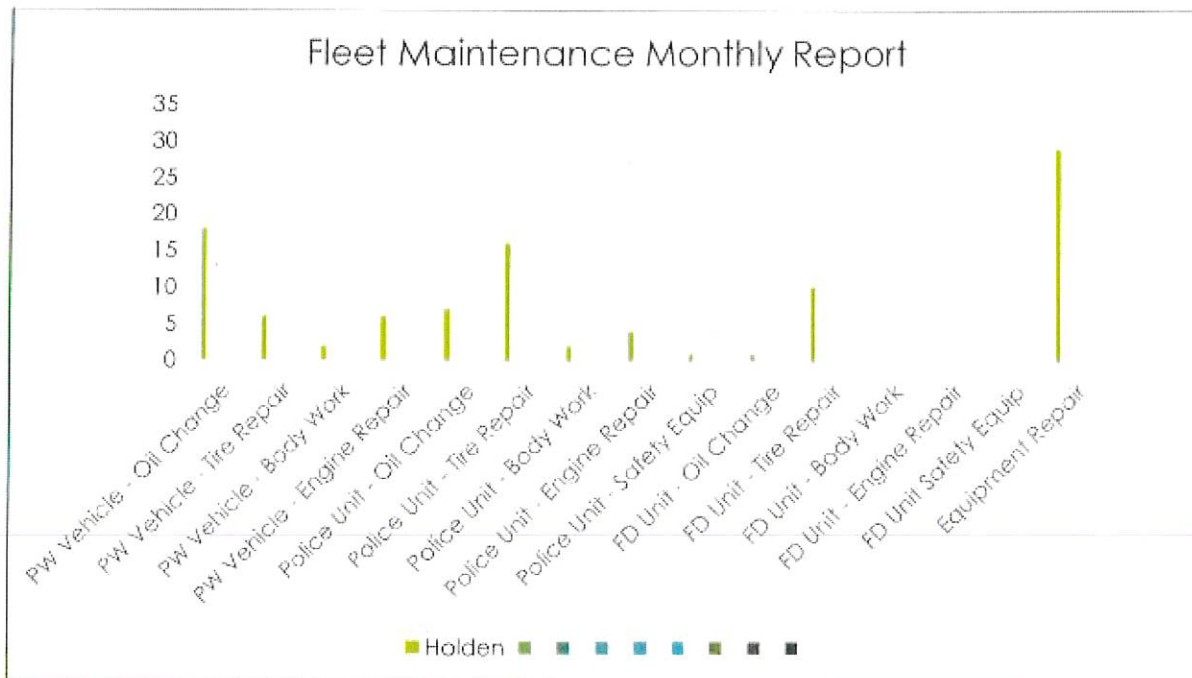
# DPW Monthly Report February 2023

**Fleet Division:**

Under the direction of the Assistant City Manager, this division is responsible for all repairs and maintenance of the city's Fleet

**Key Highlights This Month:**

- Replace rotors and brakes on PD Unit 36
- c/o speed sensor on PD unit 48
- Preventative maintenance on heavy equipment



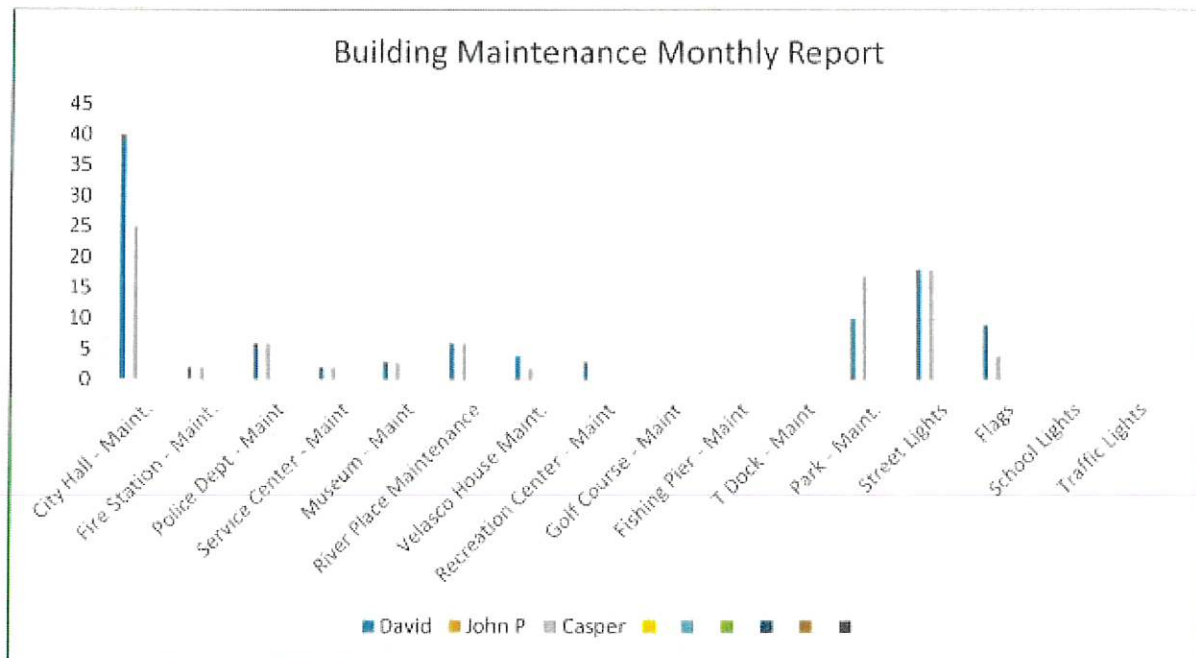
# DPW Monthly Report February 2023

## Building Maintenance Division:

Under the direction of the Public Works Superintendent, this division provides services to the community by conducting preventative maintenance and repairs on all city property and buildings.

### Key Highlights This Month:

- Repair Boiler at City Hall
- Repair Heater at River Place
- Repair pump house at Memorial Park





# DPW Monthly Report February 2023

## Museum Division:

Under the Museum Manager, this division provides services to the community through museum, events and programs.

• Total No. of volunteers	8
• No. of visitors	205
• Museum projects improved	1
• No. of hrs. theatre used	84
• No. of programs offered	1
• No. of events co-sponsored	1
• No. of non-profit organizations	0
•	

January was a busy month as we kicked it off with Freeport History Day on January 7th. 100 visitors attended the 6-hour event commemorating Freeport History. Steve Stein with Remember in Freeport, TX When..., The Williams family of the East End, Ana Silbas with Main Street Freeport, and the Freeport Police Department volunteered their time representing their facets of Freeport history with displays. Work continued on "...this worst of evils..." – Slavery in Brazoria County Exhibit: the largest custom exhibit put on by Museum staff. Museum Manager Wade met with the staff of the Lake Jackson Historical Museum and Varner-Hogg Plantation State Historic Site to retrieve loaned artifacts for the exhibit. The new display case was received in a timely fashion and installed before the opening of the exhibit on February 1st. In late January, Museum Manager Wade participated in outreach lectures, speaking for the Lake Jackson Historical Museum, the Texas Navy Association in Galveston, and to a packed house at the Texas Maritime Museum.

## Museum programs for 2023:

- Freeport History Day
- Slavery in Brazoria County
- Dinosaur George
- Shark Exhibit
- Fort Velasco Day

# DPW Monthly Report February 2023

## **Freeport Main Street:**

Under Direction of the Main Street Coordinator, this division is responsible for revitalizing and historically preserving the downtown area to foster an environment to celebrate our rich history and diversity which offers economic, social and cultural opportunities.

## **Events Attended:**

Freeport History Day

HGAC roundtable

National trust for historic preservation

## **Meetings Attended:**

Freeport Historical Commission and Main Street Advisory Board

Freeport EDC meeting

Joint Workshop with P/Z and FEDC

# DPW Monthly Report February 2023

## Capital Improvement Project Updates:

Project	Status	Estimated Cost	% Spent
<b>Fund 67 – 2021 CO Bond Fund</b>			
Lift Station 3,4 and 14 Rehabilitation	Pumps ordered completion 3/16/23	\$1,735,713.00	20%
FM 1495 Water Line Relocation	AFA agreement signed, IXDOI awarded	\$395,476.84	100%
Ph I SSOI Engineering	Underway	\$317,463.62	100%
Sanitary Sewer Collection GIO	Enviro complete, Eng. 90%, Bid Dec 23	\$59,316.26	0%
WW Treatment Plant Grant Match	Eng./Environmental underway, Bid Mar. 23	\$60,520.00	0%
Ave H sewer line replacement Grant Match	Pipe installed/cleanup underway	\$42,375.00	95%
WWTP Improvements	CC approved task auth. For F&N Eng.	\$1,928,630.00	20%
Sewer line replacement SSOI	CCTV & Manhole Inspections Underway	\$460,505.28	0%
Total Fund 67 – 2021 CO Bond Fund		\$5,000,000.00	
<b>Fund 66 – 2020 CO Bond Fund</b>			
Streets & Drainage Projects	Status	Estimated Cost	% Spent
2019-2020 Asphalt Interlocal	Complete	\$135,358.40	100%
2020-2021 Asphalt Interlocal	Complete	\$382,973.00	100%
2020-2021 W/WW Relocation	Complete	\$230,704.84	100%
2021-2022 Asphalt Interlocal	Complete minus (Alley 8 <sup>th</sup> /9 <sup>th</sup> )	\$382,973.00	80%
2021-2022 Alley WW line replacement	Complete	\$117,000.00	100%
2022 Phase I Concrete Roads	Under Construction (Dec 2022)	\$2,381,309.43	80%
2022 Phase I Engineering	Construction Phase	\$320,130.00	90%
2022-2023 Phase II Concrete Roads	Contract awarded	\$1,933,463.73	0%
2022-2023 Phase II Engineering	Complete bid awarded (inspection rem.)	\$426,380.00	90%
Velasco Pump Station Improvements	Complete	\$316,707.00	100%
Heritage House Renovations	On Hold	\$375,000.00	0%
City Hall Renovations	On Hold	\$998,000.00	10%
Total Fund 66 – 2020 CO Bond Fund		\$8,000,000.00	

# DPW Monthly Report February 2023

## Fund 14 – Streets & Drainage Funds

Project	Status	Estimated Cost	% Spent
Road Failure (RR Crossing)	Complete	\$49,000.00	100%
2022-2023 Asphalt Interlocal	Approved by CC	\$446,041.00	0%
T Dock Entry Road Imp.	Waiting approval by CC	\$150,000.00	0%
Streets & Drainage Project	To Be Determined	\$759,000.00	0%
2022-2023 Phase II Concrete Roads	Under Construction	\$1,619,131.00	0%
<b>Total Fund 14 – Streets &amp; Drainage Fund</b>		<b>\$3,023,172.00</b>	

## Fund 21 – Facilities & Grounds CIP

Project	Status	Estimated Cost	% Spent
City Hall Renovations	proposal w/reduced scope	\$750,000.00	0%
Museum Façade	on hold	\$100,000.00	0%
Temp Modular building	To be bid	\$426,095.00	0%
FSI Driveway	To be quoted	\$10,000.00	0%
Prelim. Architectural study FSI	has been authorized	\$20,000.00	0%
Radio Antenna repairs Fire	Repair started	\$11,665.00	50%
Greens resurfacing	To be bid	\$150,000.00	0%
Carl Path Repair	2023 completion	\$10,000.00	0%
Prelim Architectural study Golf club house	waiting approval	\$30,000.00	0%
Jail facility renovation	To be bid	\$115,000.00	0%
Replacement of electric main PD	To be quoted	\$20,000.00	0%
PD Police dept Parking lot imp.	To be quoted	\$20,000.00	0%
Landing repairs	on hold (public hearing)	\$65,000.00	0%
Service Center exterior	CC approval Nov 21 <sup>st</sup>	\$60,000.00	80%
Riverside Parking Lot	Completed	\$85,000.00	75%
Velasco House renovations	Completed	\$70,000.00	75%
Recreation Center Parking Lot	CC approval Nov 21 <sup>st</sup>	\$70,000.00	0%
Library Window Replacement	under construction	\$43,000.00	50%
<b>Total Fund 21 – Facilities &amp; Grounds</b>		<b>\$2,170,760.00</b>	

# DPW Monthly Report February 2023

## Fund 22 – Vehicle & Replacement Fund

Unit	Status	Estimated Cost	% Spent
2) Ambulances	Ordered	\$600,000.00	20%
Replace fire equipment – grant funds	Ordered	\$131,013.00	90%
Equipment new reserve firefighters	To be quoted	\$12,000.00	0%
SOFT Unit Replacement	Grant Funding (find)	\$400,000.00	0%
Knox boxes and mounts	To be quoted	\$15,000.00	0%
Furnishings/appliances FS2	To be quoted	\$30,000.00	0%
Tee box mower – Golf	Ordered	\$35,893.00	0%
Fairway mower – Golf	Ordered	\$75,356.05	0%
(2) Trucks – Codes	To be bid	\$80,000.00	0%
Recreation Center Equipment	To be quoted	\$10,000.00	0%
Vehicle replacement – Police	To be bid	\$292,748.00	0%
Generator – Police	grant awarded on order	\$60,000.00	20%
Body Camera Video Storage	To be quoted	\$16,000.00	0%
One Ton Dump Truck	Completed	\$90,000.00	85%
SCADA for stormwater stations	To be quoted	\$60,000.00	0%
Zero Turn Mower	Completed	\$18,000.00	100%
Generators	Applied for grants for 1,020,000	\$60,000.00	0%
Total Fund 22 – Vehicle & Equipment Replacement		\$1,985,010.05	

## Fund 23 – Technology Fund

Project	Status	Estimated Cost	% Spent
Server Replacement/Network Upgrade – PD	ordered	\$85,000.00	0%
Access Control Panel	ordered	\$23,645.87	0%
Total Fund 23 – Technology Fund		\$108,645.87	



# DPW Monthly Report February 2023

Grant Funded Projects

Project	Status	Est. Cost	% Spent
CD&G MIT HUD – WW Collection System SSOI	Env. Complete, Eng. 90%, Bid Dec 22	\$5,931,626.00	5%
CD&G MIT Harvey – WWTP Improvements	Bid Mar 2023	\$5,991,468.00	0%
CD&G Bar Screen Replacement	Complete	\$193,271.00	10%
CD&G Avenue H WW line Replacement	Complete (clean up)	\$260,000.00	0%
FEMA River Bank Erosion Project	asked for extension	\$285,793.00	0%
Total Grant Funded Projects		\$12,662,158.00	

Other Projects

In code migration Project	Financial/Utility billing complete	\$208,000.00	90%
Citizen Serve	Contract awarded implementation started	\$59,896.91	0%
Total Other Projects		\$267,896.91	