

## Administration

City Secretary

# Monthly Report

Regular Session of the City Council

**February 11, 2019**

**07:00PM**

### EXPENSES DISBURSED BY DEPARTMENT [January 2019](#)

<b>Administration:</b>	<b>\$ 4,572.02</b>
<b>Police:</b>	<b>\$ 16,458.39</b>
<b>Fire Department:</b>	<b>\$ 851.24</b>
<b>Sanitation:</b>	<b>\$ 44,156.58</b>
<b>Parks:</b>	<b>\$ 1,466.40</b>
<b>Municipal Court:</b>	<b>\$ 4,057.78</b>
<b>Fund 10 Total:</b>	<b>\$ 72,313.91</b>

**Water and Sewer Dept:**      **\$ 35,949.28**

**Total for City:**                      **\$108,263.19**

### SALARIES BY DEPARTMENT [January 2019](#)

<b>Administration:</b>	<b>\$ 9,838.08</b>
<b>Police:</b>	<b>\$31,626.77</b>
<b>Police Overtime:</b>	<b>\$ 2,153.57</b> <b>Police Total: \$33,780.34</b>
<b>Parks:</b>	<b>\$ 6,613.59</b> <b>includes comp buyout RET.</b>
<b>Municipal Court:</b>	<b>\$ 5,676.63</b>
<b>Fund 10 Total:</b>	<b>\$55,908.64</b>

**Water and Sewer Dept:**              **\$33,373.01**

**Total for City:**                              **\$89,281.65**



City of Seagraves

[www.seagravestx.us](http://www.seagravestx.us)

# CITY SECRETARY'S REPORT TO THE COUNCIL

FEBRUARY 11, 2019

The fiscal condition of the City is sound, and all obligations are being met on time.

The principal and interest payment to the Certificate of Obligation for the Cuff-Osmosis system in the amount of \$175,533.25 was paid from the Sinking Fund on the 5<sup>th</sup>. 30% of water sales is transferred into the Sinking Fund each month. I do not anticipate any difficulty in meeting the obligation going forward.

If the totals for payroll in January seem high, it is because we had 3 pay periods in that month. Sanitation expenses are higher than usual for January also because we settled all outstanding invoices with SOS Waste Management and have a signed release from that company stating that all accounts are paid in full and acknowledging the termination of our contract with them. As of this date, I have not received an invoice from Tomahawk for collections made in January 2019. This will be the first invoice from that company. A contract with Tomahawk commencing February 01, 2019 and expiring January 31, 2024 has been signed by all parties and is in force.

On Wednesday the 13<sup>th</sup> I will be meeting with Franklin Legal Publishing to begin the process of Codification of Ordinances of the City of Seagraves. A copy of our agreement is included in your packet. When completed, the City will have a full set of Ordinances which have been certified constitutional and will be easily searchable on line or available in the office of the City Secretary. The codex will be in full compliance with Texas State Library and Archives Commission's (TSLAC) retention requirements. In future any request for reference regarding a code violation or any other law in effect will be easily found and provided to anyone making such a request.

I will be attending Public Funds Investment Training at the Texas Municipal League in Austin March 6<sup>th</sup> thru 8<sup>th</sup> so that when the city dissolves ED-A corp. The assets of the corporation can be legally absorbed by the city.

It will be necessary for the city to conduct an election on May 04, 2019. Beside the incumbent Aldermen 2 other filings have been made. Mr. Lee Lerma has filed for a place on the ballot for District 5 and Mr. Adan Davila has filed for District 3.