

Administration

City Secretary

Monthly Report

Regular Session of the City Council

May 13, 2019

07:00PM

EXPENSES DISBURSED BY DEPARTMENT [April 01 to 30-2019](#)

Administration:	\$ 6,002.11
Police:	\$ 6,757.71
Fire Department:	\$ 334.13
Sanitation:	\$ 28,162.20
Parks:	\$ 2,096.64
Municipal Court:	\$ 789.08
Fund 10 Total:	\$ 44,141.87

Water and Sewer Dept: \$ 26,303.42

Total for City: \$ 70,445.29

SALARIES BY DEPARTMENT [April 2019](#)

Administration:	\$ 6,607.33	
Police:	\$17,496.31	
Police Overtime:	\$ 640.44	Police Total: \$ 18,136.75
Parks:	\$ 2,224.00	
Municipal Court:	\$ 3,912.52	
Fund 10 Total:	\$30,880.60	

Water and Sewer Dept: \$22,876.76

Total for City: \$53,757.36



City of Seagraves

www.seagravestx.us

CITY SECRETARY'S REPORT TO THE COUNCIL

MAY 13, 2019

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

The Investments Policy. A copy of the policy is included in the packet along with the resolution. It is necessary for the resolution to be passed so that the city can move funds from the depository bank to the investment pool. I have also requested the financial consulting firm Patterson and Associates to help me implement the policy and guide me through the numerous steps in setting up the plan. Ms. Patterson is the author of the Texas Public Funds Investment Act and was the principal instructor at the investment act training put on by TML. The firm estimates it will take about four total hours to do this and has quoted a fee of \$200.00 per hour.

I intend to move the funds absorbed from the dissolution of ED-4A into such a pool as soon as an account for that purpose is established.

TexPool offers participation in the oldest and largest local government investment pool in the State of Texas, seeks to preserve principal, liquidity, and yield of capital investment consistent with the Texas Public Funds Investment Act (TPFIA). The pool invests conservatively in U.S. government securities, repurchase agreements, and AAA-rated money market mutual funds to provide a safe, efficient, and liquid investment option. It is rated AAAM by Standard & Poor's, the highest rating a local government investment pool can achieve. The pool has no minimum balance requirements. The pool has a net daily yield of 2.43% with a weekly liquidity of 65.27%. This means that the city will be able to earn considerably more interest on idle funds while, at the same time, having access to those funds within one week. An information sheet is in the packet.

A copy of the resolution authorizing the participation in TexPool is included in the packet along with a copy of the Participation Agreement.

Acquisition of Equipment. I have included a copy of a resolution to acquire equipment, specifically, the zero-turn mower needed by Public Works. I have begun an application for finance of the mower with Community Development, but they will require the resolution to process the request. The city does have funds available for the purchase and we can proceed that way. To issue a purchase order for the mower through BuyBoard and thereby avoid the bidding avenue, a resolution is needed as well. The quote for the equipment is from Terry County Tractor is included in the packet.

Acquisition of Real Property for Municipal Purposes. As you are aware, the issue of coming into compliance with TCEQ and the Waste Water Treatment Facility along with the possibility of financing for the project by the USDA are contingent on having land to locate the treatment facility. The city has won a search grant for \$30,000.00 to begin feasibility and site plan studies but the city cannot begin the studies without having land for the project. The city has few options at this time because the property that had been intended for this purpose was sold some years ago. Options include purchase of a quarter section adjacent to the existing facility or the construction of additional infrastructure to reroute the sewers to another area where property may be acquired for the purpose. The property next to the existing plant is available for purchase and the owner is willing to sell it to the city. This is fortunate because it will save the city having to exorcize eminent domain and will avoid costly and time-consuming legal procedures. The offer and the process to proceed will be discussed in executive session. The Council can then authorize the acquisition and assign the Mayor to pursue the matter. I do not yet know if the purchase of the needed land can be added to the loan/grant funding from the USDA

but I will advise you all as soon as I find out. If the acquisition is not included in the funding, the city does have the funds needed to make the purchase.

Municipal Law. On April 23rd I attended the 2019 Municipal Law Seminar hosted and presented by Underwood Law Firm PC and Franklin Legal Publishing in Lubbock. The seminar was very informative and I recommend that every Council Member attend if possible. This Seminar is offered each year and is worthwhile and eye opening.

Municipal Election. The Election has just concluded and the number of voters who participated were 26% of the registered voters from District 5. The Official Canvas will be held this evening where the results will be endorsed. 33 votes were cast for Lee Lerma and 39 were cast for the incumbent Ruben Valles who will remain on the Council for a new three-year term. Oath of Office will be administered to all three Aldermen whose seats were up this year. The Aldermen will be required to take the Oath of Office and sign the Anti-Bribery Statement as well as signing the Ethics Policy before beginning their new Terms.