

Administration

City Secretary

Monthly Report

Regular Session of the City Council

June 10, 2019

07:00PM

EXPENSES DISBURSED BY DEPARTMENT May 01 to 31-2019

Administration:	\$ 4,156.57
Police:	\$ 6,561.69
Fire Department:	\$ 226.24
Sanitation:	\$ 23,022.25
Parks:	\$ 4,817.50
Municipal Court:	\$ 245.38
Fund 10 Total:	\$ 39,029.63

Water and Sewer Dept: \$ 28,541.26

Total for City: \$ 65,571.09

SALARIES BY DEPARTMENT May 2019

Administration:	\$ 6,607.33
Police:	\$17,169.94
Police Overtime:	\$ 2,379.18 Police Total: \$ 19,549.12
Parks:	\$ 2,881.00
Municipal Court:	\$ 4,081.02
Fund 10 Total:	\$33,118.47

Water and Sewer Dept: \$21,997.46

Total for City: \$55,115.93



City of Seagraves

www.seagravestx.us

CITY SECRETARY'S REPORT TO THE COUNCIL

JUNE 10, 2019

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

The Investments. I have not had a chance to place an advertisement for request for proposals from the local banks yet but First United has set up a T-Bill investment fund account for the city which is fully pledged, will allow 6 withdrawals per month and pays 2.39% currently. I transferred \$750,000.00 into this account. At the present return, the account will generate about \$18,000.00 in one year. If the fund preforms, I will probably leave the funds with First United rather than transferring them to TexPool which pays a similar return. I will have to advertise for proposals, but I am sure that the city will stay with First United because of the convenience and history we enjoy.

The Real Property. I have included a draft contract for the purchase of the Mahler property along with a list of items that will need to be determined before we commit. I hope to have the purchase of the property included in the funding from USDA and keep out liquid capital earning for the city. Once the contract is accepted and a title commitment is issued, the engineers can begin the site and environmental studies utilizing the search funds already awarded to the city. It seems that the owners of the properties along main Street are amenable to selling for constructing a new City Hall Complex. If the waste water project site is suitable, and a feasibility study is successful and if the city begins the process of constructing a compliant administrative facility, the loan/grant can be issued, and construction can begin. I will keep you apprised of developments.

The Budget. I have included pertinent information regarding the budget process in the packets. I have already distributed Budget Request Worksheets tot the Department Heads. When the worksheets are turned in I will assemble a Proposed Budget for consideration by the Council. So long as the Budget is ready to be adopted by the end of July we will be in good shape, but I believe that the process can be accomplished sooner.

CITY OF SEAGRAVES

ADMINISTRATIVE REPORT JUNE (2019)

ACTIVE ACCOUNTS 887

NEW ACCOUNTS 7

DEPOSIT TOTALS \$630.00

SERVICE CHARGE TOTALS \$70.00

FINAL ACCOUNTS 0

NEW METER LISTINGS 0

WATER TAP 1

SEWER TAP 2

PAVEMENT CUTS 0

TOTAL TAP CHARGES \$550.00

10-131 SANITATION TOTAL BILLED \$31,715.48

10-316 SANITATION REVENUE \$29,561.70

10-213 SALES TAX PAYABLE \$2,153.78

20-132 WATER AND SEWER BILLED \$69,850.97

20-301 WATER REVENUE \$57,429.49

20-303 SEWER REVENUE \$12,421.48

TOTAL NET (APRIL 15- MAY 15) \$101,566.45

ONLINE BILL PAY USERS 51

POS RETAIL USERS 0

AUTO-PAY ACCOUNTS (DRAFTS) 103

BUILDING PERMITS 2

ELECTRICAL PERMITS 2

MECHANICAL PERMITS 0

MOBILE HOME INSTALLATION 2

PLUMBING PERMITS 0

PET LICENSES 1

IMPOUND FEES 0

PET ADOPTION 0

VENDOR PERMITS 1

TOTAL PERMIT AND LICENSE \$348.28

SEAGRAVES SWIMMING POOL MONTHLY REPORT

MONTH: MAY 2019

ADMISSION: \$518.00

SNACKS: \$1,340.50

PARTIES: \$600.00

TOTAL:

\$2,458.50

SNACK BAR
PURCHASE: \$1,278.15