

Administration

City Secretary

Monthly Report

Regular Session of the City Council

JULY 09, 2019

06:00PM

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

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 [June 2019](#)

Administration:	\$ 6,753.16	
Police:	\$17,784.94	
Police Overtime:	\$ 3,245.35	Police Total: \$ 20,730.29
Parks:	\$ 13,080.00	
Municipal Court:	\$ 3,920.92	
Fund 10 Total:	\$44,484.37	

Water and Sewer Dept: \$21,467.82

Total for City: \$65,952.19



City of Seagraves

www.seagravestx.us

CITY SECRETARY'S REPORT TO THE COUNCIL

JULY 8TH, 2019

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

Account Balances as of 07-02-2019

General Fund:	\$460,773.31	Economic Development:	\$522,444.30
Street Maintenance:	\$15,562.96	Interest and Sinking Fund:	\$111,504.55
Technology Fund:	\$21,256.01	Security Fund:	\$8,799.41
Investment Fund:	\$751,908.27	CD 7440:	\$40,030.96
CD 7990:	\$97,818.69	TWDB Construction:	\$80,107.44
USDA Construction:	\$100.00		

FUND TOTAL: \$2,110,305.90

Public Funds Investment Report. Above is the state of our portfolio as of 06-30-19. The Investment account underperformed this period. The initial return offered by First United was 2.39%, but in June the fund return fell to 1.9%. I have checked TexPool and that fund is still paying 2.49% for the same, and every period. If the trend continues, I will move the account to TexPool. I have not advertised for bids, but I will before the end of the current quarter.

The Budget. Department requested budget forms have been returned to me and I have sent them to The Council for review and comment. The forms have a column titled Proposed Budget. If you do not agree with the one requested, enter the amount that you recommend and make any notes you would like included. I will compile the responses and will distribute them to the appropriate departments along with your notes. The department heads and you all will then be ready to begin discussions regarding the budgets. It should go much smoother and no session will have to be called before everyone knows the position of the Department Head and the Council. You can either email or drop by the forms.

Codification Process. I met with the attorneys at Franklin Legal Publishing last week. They have finished the preliminary process of review and organization and have listed all the ordinances I took them when the process commenced. The Law Firm is now making progress in providing The City of Seagraves a Code of Ordinance. They informed me that we do have many problems with ordinances I took them earlier this year but that is why they go through the review process. The issues are mostly with the nuisance ordinances such as Junk Cars and Weeds. These are not in compliance with State Law. Some need better definitions and others call for penalties that exceed state statute. This will all be corrected as a part of the service the firm provides. When finished, the code for Seagraves will be current and on a solid legal foundation. They estimate 14 to 16 weeks until the firm is ready to present the code for review and enactment by passage of a single resolution.

Equipment Acquisitions. Please review the enclosed financing quote from Government Capital Corporation. This is the same company that financed the Police Department units that the City just paid off. The Chief will address this quote during his report.

Crackdown on Weeds and Code Enforcement. Please look over the enclosed letter regarding enforcement of Ordinance 09-19-11 "Weeds, Filth, and Unwholesome Conditions" This letter will be printed and mailed to every address in the City. A discussion of this issue is on the agenda.

Open Meetings. Please look over the enclosed "Open for Business or, Are We?" for clarification regarding Agenda and Quorum issues.

Xcel Rate Case. Please find the enclosed letter from Xcel Energy. The Company will be seeking a rate adjustment again this year. I will keep you informed of developments as I receive them.

CITY OF SEAGRAVES**ADMINISTRATIVE REPORT JULY (2019)**

ACTIVE ACCOUNTS	883
NEW ACCOUNTS	9
DEPOSIT TOTALS	\$810.00
SERVICE CHARGE TOTALS	\$90.00
FINAL ACCOUNTS	12
NEW METER LISTINGS	8
WATER TAP	0
SEWER TAP	0
PAVEMENT CUTS	0
TOTAL TAP CHARGES	\$0.00
10-131 SANITATION TOTAL BILLED	\$31,839.53
10-316 SANITATION REVENUE	\$29,677.04
10-213 SALES TAX PAYABLE	\$2,162.49
20-132 WATER AND SEWER BILLED	\$72,081.90
20-301 WATER REVENUE	\$59,469.08
20-303 SEWER REVENUE	\$12,612.82
TOTAL NET (MAY 15- JUNE 15)	\$103,998.59
ONLINE BILL PAY USERS	46
POS RETAIL USERS	0
AUTO-PAY ACCOUNTS (DRAFTS)	102
BUILDING PERMITS	5
ELECTRICAL PERMITS	1
MECHANICAL PERMITS	0
MOBILE HOME INSTALLATION	0
PLUMBING PERMITS	1
PET LICENSES	5
IMPOUND FEES	5
PET ADOPTION	1
VENDOR PERMITS	0
TOTAL PERMIT AND LICENSE	\$485.13

SEAGRAVES SWIMMING POOL MONTHLY REPORT

MONTH: JUNE 2019

ADMISSION: \$3,770.00

SNACKS: \$4,576.25

PARTIES: \$3,512.50

TOTAL:

\$11,858.75

**SNACK BAR
PURCHASE:**

\$1,738.62