

Administration

City Secretary

Monthly Report

Regular Session of the City Council

March 9, 2020

06:00PM

EXPENSES DISBURSED BY DEPARTMENT [February 1 to 29-20120](#)

Administration:	\$ 26,737.95
Police:	\$ 8,589.56
Fire Department:	\$ 515.93
Sanitation:	\$ 24,840.00
Parks:	\$ 175.72
Municipal Court: Fund	\$ 517.22
10 Total:	\$ 63,698.68

Water and Sewer Dept:	\$ 19,608.06	Non Departmental \$ 95,523.76 Construction Account for WaterTech and TMLIRP claim payment.
Cuff System:	\$ 1,622.80	
Waste Water:	\$ 723.25	
Public works Total:	\$ 117,477.87	
Total for City:	\$ 181,176.55	

SALARIES BY DEPARTMENT [February 2020](#)

Administration:	\$ 6,799.63	
Police:	\$19,782.46	
Police Overtime:	\$ 3,052.08	Police Total: \$22,834.54
Parks:	\$2,464.00	
Municipal Court:	\$3,920.92	
Fund 10 Total:	\$55,801.55	
Water and Sewer Dept:	\$22,225.12	
Total for City:	\$78,026.67	



City of Seagraves

www.seagravestx.us

CITY SECRETARY'S REPORT TO THE COUNCIL

MARCH 9TH, 2020

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

Account Balances as of 02-29-2020

General Fund:	\$ 109,701.43	Economic Development:	\$580,911.24
Street Maintenance:	\$73,360.62	Interest and Sinking Fund:	\$ 55,605.48
Technology Fund:	\$22,593.52	Security Fund:	\$9,802.53
Investment Fund:	\$1,103,772.52	CD 7440:	\$40,731.21
CD 7990:	\$98,897.09	TWDB Construction:	\$8,323.95
USDA Construction:	\$100.00	TexPool Prime:	\$292,381.86

FUND TOTAL: \$2,396,181.45

Public Funds Investment Report. Above is the state of our portfolio as of 02-29-2020. The fiscal condition of the city remains solid. The Fed plans another round of rate reduction if the state of the economy continues to weaken in the wake of the covid-19 infection. If the rates drop, the city will see a lowering of the effective rate earned at both TexPool and First United. I will keep you apprised.

The City of Seagraves has been awarded the Community Development Block Grant in the Amount of \$400,000.00 to make water system improvements along 11th Street, South of Ave. F. A series of Resolutions and action plans will have to be enacted and have been included in your package for review in advance of the session. A representative from Grant Works will be in attendance to explain them and to go over what the city can expect next. An account will be opened at First United to receive the funds and a resolution assigning signatories to that account is included.

The format change for the minutes has been implemented and is used in the 3 sets of minutes needing approval tonight.

I have not been informed to the contrary so, I have prepared a resolution allocating revenue to the "Spotlight on Seagraves" ad campaign proposed by Ramar Productions to be co-funded by The City of Seagraves and The Seagraves Chamber of Commerce.

The contract for the sale of property intended for the Waste-Water Treatment Plant, "The Mahler Estate" has expired without being executed. Permian Basin Abstract had been waiting for a survey report referred to as exhibit A in the contract but not included. SAM Survey and Mapping was engaged to complete the survey and has finished the field work. Without the survey, the abstract company would not issue a commitment letter and closing on the contract was not possible. The terms of the contract stipulated that closing was to have taken place by the end of February. According to our attorney, the terms could be amended by mutual agreement between both parties. I contacted USDA to ask if the city would be reimbursed for the sale should the city choose to pay for the property and gain title before the loan and grant process were completed rather than waiting for acquisition funding to be disbursed for the sale. I was assured that the city would be reimbursed and that the terms of the

sale and cost were approved in the application the city recently submitted. I do not know the status of the sale of the real property at this point, however. It now appears as though the estate will be in probate and the contract for sale between the city and the Mahler Estate is null.

Setting Reasonable Rules for Public Comment. See HB 2840 PUBLIC COMMENT ON AGENDA ITEMS in the Session Pack.

New Business and Tabled Motions. See TABLED MOTIONS; ROBERT'S RULES

Economic Development Corp. See ARTICLES OF INCORPORATION SEAGRAVES ECONOMIC DEVELOPMENT CORP 4-B and BYLAWS SEAGRAVES ECONOMIC DEVELOPMENT CORP 4-B

CITY OF SEAGRAVES

ADMINISTRATIVE REPORT MARCH (2020)

ACTIVE ACCOUNTS	879
NEW ACCOUNTS	5
DEPOSIT TOTALS	\$450.00
SERVICE CHARGE TOTALS	\$50.00
FINAL ACCOUNTS	14
NEW METER LISTINGS	1
WATER TAP	2
SEWER TAP	2
PAVEMENT CUTS	1
TOTAL TAP CHARGES	\$900.00
10-131 SANITATION TOTAL BILLED	\$31,713.79
10-316 SANITATION REVENUE	\$29,558.03
10-213 SALES TAX PAYABLE	\$2,155.76
20-132 WATER AND SEWER BILLED	\$67,086.83
20-301 WATER REVENUE	\$54,549.60
20-303 SEWER REVENUE	\$12,537.23
TOTAL NET (FEBRUARY 15- MARCH 15)	\$98,800.62
ONLINE BILL PAY USERS	60
POS RETAIL USERS	0
AUTO-PAY ACCOUNTS (DRAFTS)	114
BUILDING PERMITS	0
ELECTRICAL PERMITS	0
MECHANICAL PERMITS	0
MOBILE HOME INSTALLATION	2
PLUMBING PERMITS	0
PET LICENSES	1
IMPOUND FEES	0
PET ADOPTION	0
VENDOR PERMITS	0
TOTAL PERMIT AND LICENSE	\$55.00