

# Administration

City Secretary

## Monthly Report

Regular Session of the City Council

**July 13, 2020**

**06:00PM**

### EXPENSES DISBURSED BY DEPARTMENT June 01 to 30 2020

<b>Administration:</b>	<b>\$10,029.92</b>
<b>Police:</b>	<b>\$ 13,869.19</b>
<b>Fire Department:</b>	<b>\$ 140.67</b>
<b>Sanitation:</b>	<b>\$ 24,673.20</b>
<b>Parks:</b>	<b>\$ 2,239.77</b>
<b>Municipal Court: Fund</b>	<b>\$ 1,552.79</b>
<b>10 Total:</b>	<b>\$ 59,192.53</b>
<b>Water and Sewer Dept:</b>	<b>\$ 18,234.03</b>
<b>Cuff System:</b>	<b>\$ 946.91</b>
<b>Waste Water:</b>	<b>\$ 629.86</b>
<b>Public works Total:</b>	<b>\$ 24,807.47</b>
<b>Total for City:</b>	<b>\$ 84,000.00</b>

### SALARIES BY DEPARTMENT

June 2020

<b>Administration:</b>	<b>\$ 6,799.63</b>
<b>Police:</b>	<b>\$16,954.35</b>
<b>Police Overtime:</b>	<b>\$ 2,809.26 Police Total: \$19,763.61</b>
<b>Parks:</b>	<b>\$3,333.00</b>
<b>Municipal Court:</b>	<b>\$3,920.92</b>
<b>Fund 10 Total:</b>	<b>\$33,817.16</b>
<b>Water and Sewer Dept:</b>	<b>\$23,821.42</b>
<b>Total for City:</b>	<b>\$57,638.58</b>



City of Seagraves

www.seagravestx.us

# CITY SECRETARY'S REPORT TO THE COUNCIL

JULY 13<sup>TH</sup>, 2020

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

**Account Balances as of 06-30-2020**

General Fund:	\$ 121,069.79	Economic Development:	\$608,938.90
Street Maintenance:	\$101,254.85	Interest and Sinking Fund:	\$130,378.69
Technology Fund:	\$22,823.48	Security Fund:	\$9,975.01
Investment Fund:	\$1,005,948.67	CD 7440:	\$40,962.21
CD 7990:	\$99,251.31	USDA Construction:	\$100.00
TexPool Prime:	\$243,199.96		

**FUND TOTAL: \$2,383,902.87**

**Public Funds Investment Report.** Above is the state of our portfolio as of 06-30-2020. The fiscal condition of the city remains solid.

**Issues that will require action:** Waste-water rates will need to be changed in order to qualify for the wastewater improvement bond. The process will involve amending the current ordinance 20-11-19 Amended 2018. The 2018 amendment is in violation of the constitution article 3 section 52 unless the city can clearly demonstrate that in granting the special rates to individual landlords will be of benefit to the entire population of the city. The bottom line is (1) the City may set different rates for utility service based on different classes of customers—residential vs. commercial vs. industrial—but it may not set rates that discriminate between customers based on who the customer is; and (2) having a master meter rate and a submetering rate is allowed as long as it applies to all customers of the same class. Please see, Submetering and, Wastewater rate opinion. This will require some discussion and action and if the wastewater rates are changed this would be a good time to address the amendment situation to save the expense of having council draft the amendments separately. In addition to the ordinance, the general ledger will have to be modified to break out the wastewater expenses from water/sewer and the recommended budget amounts used to satisfy the water improvement bond. As it is time to begin the budget process for 2020/2021, a decision regarding rates will have to be made before you can pass the budget. An annual bond payment should begin monthly deposits as soon as possible, just as the city is doing with the sinking fund and the monthly deposits from the water revenue rate increase that meets that bond obligation

**Paying the veterinary bills for vaccinations for impounded animals so that they may be adopted:** Please see Spay and Neuter memo. This issue also pertains to article 3 section 52.

**Zoning Committee and Board of Adjustment:** I have asked our attorney for an opinion memo on the matter of Appointing a Committee to revise the zoning ordinance but have not yet received it. I will send it along as soon as I do.

**CITY OF SEAGRAVES****ADMINISTRATIVE REPORT JULY (2020)**

ACTIVE ACCOUNTS	876
NEW ACCOUNTS	6
DEPOSIT TOTALS	\$540.00
SERVICE CHARGE TOTALS	\$60.00
FINAL ACCOUNTS	13
NEW METER LISTINGS	3
WATER TAP	0
SEWER TAP	0
PAVEMENT CUTS	0
TOTAL TAP CHARGES	\$0.00
10-131 SANITATION TOTAL BILLED	\$30,586.39
10-316 SANITATION REVENUE	\$28,520.36
10-213 SALES TAX PAYABLE	\$2,066.03
20-132 WATER AND SEWER BILLED	\$83,137.78
20-301 WATER REVENUE	\$69,118.43
20-303 SEWER REVENUE	\$14,019.35
TOTAL NET ( MAY15- JUNE 15)	\$113,724.17
ONLINE BILL PAY USERS	61
POS RETAIL USERS	0
AUTO-PAY ACCOUNTS (DRAFTS)	120
BUILDING PERMITS	9
ELECTRICAL PERMITS	2
MECHANICAL PERMITS	0
MOBILE HOME INSTALLATION	0
PLUMBING PERMITS	0
VARIANCE APPLICATION	1
PET LICENSES	0
IMPOUND FEES	1
PET ADOPTION	0
VENDOR PERMITS	0
TOTAL PERMIT AND LICENSE	\$302.88