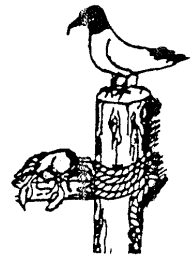




**CITY OF SEADRIFT**  
Post Office Box 159/501 S. Main St.  
Seadrift, Texas 77983  
Tel: (361) 785-2251  
Fax: (361) 785-2208  
[seadrift@seadrifftx.org](mailto:seadrift@seadrifftx.org)



# **CITY OF SEADRIFT**

**SEPTEMBER 10, 2024**

**5:30 PM PUBLIC HEARING**

**6:00 PM REGULAR MEETING**

# **AGENDA PACKET**

**Seadrift City Hall - Council Chambers**

**501 S. Main St., Seadrift, TX 77983**

**Office: (361) 785-2251**

**Website: [www.seadrifftx.org](http://www.seadrifftx.org)**





Incorporated December 27, 1912  
www.seadrifttx.org



# CITY OF SEADRIFT

Post Office Box 159/501 S. Main St.  
Seadrift, Texas 77983  
Tel: (361) 785-2251  
Fax: (361) 785-2208  
seadrift@seadrifttx.org



## NOTICE OF CITY COUNCIL MEETING

ALL MEETINGS OF THE CITY COUNCIL ARE OPEN TO THE PUBLIC.  
CLOSED SESSIONS CAN ONLY BEGIN FROM AN OPEN SESSION.

**PUBLIC HEARING AGENDA**  
**TUESDAY, SEPTEMBER 10, 2024, AT 5:30 P.M.**  
**SEADRIFT CITY HALL, COUNCIL CHAMBERS, 501 S. MAIN ST., SEADRIFT, TX 77983**

The City of Seadrift City Council will hold a Public Hearing on setting the Debt Property Tax Rate & M&O Property Tax Rate for Budget Year 2024-2025 as posted in the Official Notices Board outside City Hall and as published in the Port Lavaca Wave on **Tuesday, September 10, 2024**, beginning on **5:30 PM** at **Seadrift City Hall, Council Chambers, 501 S. Main St., Seadrift, TX 77983**.

**PROPOSED TAX RATE: \$0.6935 per \$100**  
**NO-NEW-REVENUE TAX RATE \$.5367 per \$100**  
**VOTER-APPROVAL TAX RATE \$.6935 per \$100**


1. **DEBT TAX RATE:** Consider/Discuss and/or take any action to adopt, by ordinance, a Debt Tax Rate of \$0.1853 per \$100 valuation for the 2024-2025 Budget year.
2. **M&O TAX RATE:** Consider/Discuss and/or take any action to adopt, by ordinance, an M&O Tax Rate of \$0.5082 per \$100 valuation, or lower for the 2024-2025 Budget year.

**REGULAR MEETING AGENDA**  
**TUESDAY, SEPTEMBER 10, 2024, AT 6:00 P.M.**  
**SEADRIFT CITY HALL, COUNCIL CHAMBERS, 501 S. MAIN ST., SEADRIFT, TX 77983**

Public notice is hereby given that the Seadrift City Council of the City of Seadrift will meet in a Regular Meeting on **Tuesday, September 10, 2024**, beginning at **6:00 PM** at the **Seadrift City Hall, Council Chambers, 501 S. Main St., Seadrift, TX 77983**, for the purpose of discussing, considering, reviewing, and taking any action needed on the following items. *The following items may be considered in order of sequence OR the order may be moved around at the discretion of the Mayor during the meeting.*

1. **Call to Order & Quorum Call**
2. **Invocation & Pledge of Allegiance**
3. **Meeting Minutes.** Approve the previous month's meeting minutes.
4. **Accounts Payable.** Approve bills for September 2024.
5. **Department Head Monthly Reports.** Items in this section will not have any City Council action taken and are for general information only.
  - a. **Public Utilities, Kenneth Reese**
  - b. **Public Safety, Paul Gonzales**
  - c. **Municipal Harbor, Johnny Mikolas**
  - d. **Streets & Drainage, and Solid Waste, Alysa Jarvis**
  - e. **Parks & Recreation, Tracey Johnson**
  - f. **City Hall Administration**

6. **Citizen Comments.** Rules for speakers: Speakers have an allotted time of 3 minutes to speak, but those needing a translator will be allocated 6 minutes. Speakers will need to approach the podium and state their names. No Council discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law. If an individual desires to speak to a specific agenda item listed, it is recommended that the individual address that item when it comes up during the meeting.
7. **Alpha Water Resources LLC:** Review/Discuss/Take any action to approve payment of Quote#: Seadrift081324 for \$18,310 for repairs to the Water Treatment Plant.
8. **Chief of Police:** Review/Discuss/Take any action on the proposed job description for the Chief of Police. (*Paul Gonzales*)
9. **RV Ordinance:** Review/Discuss/Take Action on enforcing the RV Ordinances concerning road-ready condition (Section 3.B) and prohibition of long-term residency without variance (Section 4.D). (*Alysa Jarvis*)
10. **FEMA PA PW 5697 DAC:** Review/Discuss/Take any action to approve payment of GrantWorks Invoice 90 (*FY 2023 Q4 through FY 2024 Q1*) for \$8,340. (*Hellen Miller with GrantWorks*)
11. **GLO CDBG-DR C278:** Review/Discuss/Take any action to approve Resolution 2024-02 to designate authorized signatories for contractual documents and documents for requesting funds pertaining to the Community Development Block Grant - Disaster Recovery Program (CDBG-DR) Contract Number 20-065-103-C278.
12. **TDA-TX-CDBG 2025-2026 Community Development Application – Grant Administrator Selection:** Review/Discuss/Take any action to select a grant administrator firm to apply for the Texas Community Development Block Grant with the Texas Department of Agriculture.
13. **City Auditor Selection:** Review/Discuss/Take any action to select an auditing firm for auditing services for the City of Seadrift’s 2023-2024 fiscal year.
14. **Seadrift Chamber of Commerce:** Review/Discuss/Take any action to authorize a one-day beer and wine license for a softball tournament held on October 12, 2024, by the Seadrift Chamber of Commerce. (*Lacey Vasquez*)
15. **Pickleball Equipment:** Review/Discuss/Take any action on acquiring pickleball equipment for community use on the city’s basketball court. (*Debbie Head*)
16. **Executive Session.** At any time during the Regular Meeting, the City Council may adjourn into an Executive Session as needed on any of the foregoing or following agenda items for one or more of the purposes authorized by the following sections of the Texas Government Code: section 551.074 for discussion of possible personnel action regarding the Harbor Master, and section 551.071 for consultation with the city attorney regarding pending or contemplated litigation and/or any matter in which the attorney’s duty to the City of Seadrift under the Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with discussion in an open meeting.
17. **Action on Executive Session Items.** The City Council will reconvene into an open session and take action on any items discussed in the Executive Session.
  - a. **Harbor Master:** Consider/Review/Take any action on any disciplinary action to the Harbor Master Chris Ingram.

  
11:09 AM



CITY OF SEADRIFT – SEPTEMBER 10, 2024, CITY COUNCIL MEETING

18. Adjournment

CERTIFICATION

I, Gabriela Torres, City Secretary, do hereby certify that the above Agenda was posted on the City Hall bulletin board, a convenient and readily accessible place to the public at all times, at 501 S. Main St., Seadrift, Texas 77983, and on the City's website, [www.seadrifftx.org](http://www.seadrifftx.org) in compliance with Chapter 551, Texas Government Code.

Signature:  Date Posted: 09/05/2024 @ 11:09AM  
*Gabriela Torres, City Secretary* *Date and Time*

The Seadrift City Hall Council Chambers are wheelchair-accessible and accessible parking spaces are available. Requests for accommodation or interpretative services must be made 48 hours, during regular business hours, before this meeting. Please contact the City Secretary's Office at (361) 785-2251 or [g.torres@seadrifftx.org](mailto:g.torres@seadrifftx.org) for further information.





# **PUBLIC HEARING - PROPOSED TAX RATES**

Statements required in notice if the proposed tax rate exceeds the no-new-revenue tax rate but does not exceed the voter-approval tax rate, as prescribed by Tax Code §§26.06(b-2).

# NOTICE OF PUBLIC HEARING ON TAX INCREASE

This notice only applies to a taxing unit other than a special taxing unit or municipality with a population of less than 30,000, regardless of whether it is a special taxing unit.

PROPOSED TAX RATE	\$ .6935	per \$100
NO-NEW-REVENUE TAX RATE	\$ .5367	per \$100
VOTER-APPROVAL TAX RATE	\$ .6935	per \$100

The no-new-revenue tax rate is the tax rate for the 2024 (current tax year) tax year that will raise the same amount of property tax revenue for City of Seadrift (name of taxing unit) from the same properties in both the 2023 (preceding tax year) tax year and the 2024 (current tax year) tax year.

The voter-approval tax rate is the highest tax rate that City of Seadrift (name of taxing unit) may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that City of Seadrift (name of taxing unit) is proposing to increase property taxes for the 2024 (current tax year) tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 10, 2024 at 5:30 PM (date and time) at Seadrift City Hall - Council Chambers, 501 S. Main St., Seadrift, TX 77983 (meeting place).

The proposed tax rate is not greater than the voter-approval tax rate. As a result, City of Seadrift (name of taxing unit) is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the Seadrift City Council (name of governing body) of City of Seadrift (name of taxing unit) at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE TAX RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

$$\text{Property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

*(List names of all members of the governing body below, showing how each voted on the proposal to consider the tax increase or, if one or more were absent, indicating absences.)*

FOR the proposal: Tracey Johnson, Kenneth Reese, Alysa Jarvis, Paul Gonzales, Johnny Mikolas

AGAINST the proposal: None

PRESENT and not voting: None

ABSENT: None

Visit [Texas.gov/PropertyTaxes](https://www.texas.gov/PropertyTaxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of Seadrift last year  
(name of taxing unit)  
 to the taxes proposed to be imposed on the average residence homestead by City of Seadrift this year.  
(name of taxing unit)

	2023	2024	Change
<b>Total tax rate (per \$100 of value)</b>	<b>\$0.5382</b>	<b>\$0.6935</b>	<b>22.05% Increase</b>
<b>Average homestead taxable value</b>	<b>\$96,589</b>	<b>\$105,893</b>	<b>9.63% Increase</b>
<b>Tax on average homestead</b>	<b>\$548</b>	<b>\$734</b>	<b>33.8% Increase</b>
<b>Total tax levy on all properties</b>	<b>\$611,858</b>	<b>\$828,936</b>	<b>35.47% Increase</b>



(Include the following text if these no-new-revenue maintenance and operations rate adjustments apply for the taxing unit)

**No-New-Revenue Maintenance and Operations Rate Adjustments**

**State Criminal Justice Mandate (counties)**

The \_\_\_\_\_ County Auditor certifies that \_\_\_\_\_ County has spent \$ \_\_\_\_\_ in the previous 12 months for the maintenance and operations cost of keeping inmates sentenced to the Texas Department of Criminal Justice. \_\_\_\_\_ County Sheriff has provided \_\_\_\_\_ information on these costs, minus the state revenues received for the reimbursement of such costs.

This increased the no-new-revenue maintenance and operations rate by \_\_\_\_\_ /\$100.

**Indigent Health Care Compensation Expenditures (counties)**

The \_\_\_\_\_ City of Seadrift spent \$ \_\_\_\_\_ from July 1 \_\_\_\_\_ to June 30 \_\_\_\_\_ on indigent health care compensation procedures at the increased minimum eligibility standards, less the amount of state assistance.

For current tax year, the amount of increase above last year's enhanced indigent health care expenditures is \$ \_\_\_\_\_

This increased the no-new-revenue maintenance and operations rate by \_\_\_\_\_ /\$100.

**Indigent Defense Compensation Expenditures (counties)**

The \_\_\_\_\_ City of Seadrift spent \$ \_\_\_\_\_ from July 1 \_\_\_\_\_ to June 30 \_\_\_\_\_ to provide appointed counsel for indigent individuals in criminal or civil proceedings in accordance with the schedule of fees adopted under Article 26.05, Code of Criminal Procedure, and to fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure, less the amount of any state grants received. For current tax year, the amount of increase above last year's enhanced indigent defense compensation expenditures is \$ \_\_\_\_\_

This increased the no-new-revenue maintenance and operations rate by \_\_\_\_\_ /\$100.

**Eligible County Hospital Expenditures (cities and counties)**

The \_\_\_\_\_ City of Seadrift spent \$ \_\_\_\_\_ from July 1 \_\_\_\_\_ to June 30 \_\_\_\_\_ on expenditures to maintain and operate an eligible county hospital.

For current tax year, the amount of increase above last year's eligible county hospital expenditures is \$ \_\_\_\_\_

This increased the no-new-revenue maintenance and operations rate by \_\_\_\_\_ /\$100.

**(If the tax assessor for the taxing unit maintains an internet website)**

For assistance with tax calculations, please contact the tax assessor for \_\_\_\_\_ City of Seadrift at \_\_\_\_\_ 361-552-4560 or \_\_\_\_\_ tammy@calhouncad.org, or visit \_\_\_\_\_ www.calhouncad.org for more information.

**(If the tax assessor for the taxing unit does not maintain an internet website)**

For assistance with tax calculations, please contact the tax assessor for \_\_\_\_\_ City of Seadrift at \_\_\_\_\_ 361-552-4560 or \_\_\_\_\_ tammy@calhouncad.org.

**CITY OF SEADRIFT**  
**Analysis of Tax Rates per \$100 Valuation from 1997 thru Present**

Year	Maintenance and Operation Tax Rate (M&O)	Streets & Drainage (SD)	Wastewater Treatment Plant Improvements (WWTP)	No New Revenue Rate (NNR)	Voter Approval Rate (VA)	Adopted M/O Rate	Adopted I/S (Debt) Rate	Total Adopted Tax Rate
<i>No Data Prior to 1997</i>								
1998	\$0.4392							\$0.4392
1999	\$0.4209							\$0.4209
2000	\$0.4597							\$0.4597
2001	\$0.4984							\$0.4984
2002	\$0.4549							\$0.4549
2003	\$0.4871							\$0.4871
2004	\$0.4155							\$0.4155
2005	\$0.4291							\$0.4291
2006	\$0.4154							\$0.4154
2007	\$0.4093							\$0.4093
2008	\$0.4231							\$0.4231
2009	\$0.4231							\$0.4231
2010	\$0.4231							\$0.4231
2011	\$0.4219							\$0.4219
2012	\$0.4219							\$0.4219
2013	\$0.4219	\$0.0297						\$0.4516
2014	\$0.4219	\$0.0647						\$0.4866
2015	\$0.4319	\$0.0647		\$0.5656	\$0.6108			\$0.4966
2016	\$0.4353	\$0.0647		\$0.6013	\$0.6494			\$0.5000
2017	\$0.4353	\$0.0647		\$0.5847	\$0.6314			\$0.5000
2018	\$0.4403	\$0.0747	\$0.0200	\$0.5401	\$0.5931			\$0.5350
2019	\$0.4453	\$0.0747	\$0.0200	\$0.5271	\$0.5815			\$0.5400
2020	\$0.4553	\$0.0747	\$0.0300	\$0.5136	\$0.5712			\$0.5600
2021	\$0.4553	\$0.0747	\$0.0300	\$0.5106	\$0.5522			\$0.5600
2022	\$0.4522	\$0.0747	\$0.0413	\$0.5269	\$0.6097	\$0.5269	\$0.0413	\$0.5682
2023	\$0.4000	\$0.0747	\$0.0935	\$0.4796	\$0.6090	\$0.4747	\$0.0935	\$0.5682
2024				\$0.5367	\$0.6935			

**2023-2024 FY**

Adopted Tax Rate: \$0.5682  
 Estimated Taxable Value: \$99,000,000.00

	Allocated Amounts	Estimated Revenue	YTD Actual as of 07/31/24
M&O	\$0.4000	\$396,000.00	\$437,148.71
SD	\$0.0747	\$73,953.00	\$81,637.70
WWTP	\$0.0935	\$92,565.00	\$102,183.74
	<b>\$0.5682</b>	<b>\$562,518.00</b>	<b>\$620,970.15</b>

**2024 - 2025 FY**

<b>No-New-Revenue (NNR) Tax Rate:</b>	<b>\$0.5367</b>
<b>Voter-Approval (VA) Tax Rate:</b>	<b>\$0.6935</b>
<b>Debt Tax Rate:</b>	<b>\$0.1853</b>

**2024 Certified Estimated Taxable Value: \$112,361,665.00**

	No-New Revenue (NNR) 0.5367	Voter-Approval (VA) 0.6935
<b>Maintenance &amp; Operations (M&amp;O)</b>	<b>\$0.3514</b> \$394,838.89	<b>\$0.5082</b> \$571,021.98
<b>Debt Tax Rate</b>	<b>\$0.1853</b> \$208,206.17	<b>\$0.1853</b> \$208,206.17
Total M&O	\$0.3514	\$0.5082
Total Debt Rate	\$0.1853	\$0.1853
Total Revenue	\$603,045.06	\$779,228.15

**1. Call to Order & Quorum Call**

**2. Invocation & Pledge of Allegiance**

### **3. Meeting Minutes.**

Approve the previous month's meeting minutes.





Incorporated December 27, 1912  
www.seadrifftx.org



# CITY OF SEADRIFT

Post Office Box 159/501 S. Main St.  
Seadrift, Texas 77983  
Tel: (361) 785-2251  
Fax: (361) 785-2208  
[seadrift@seadrifftx.org](mailto:seadrift@seadrifftx.org)



## Public Officials

**Mayor**  
n/a

**Mayor Pro-Tem & Alderperson**  
Tracey Johnson, Parks and Recreation

**Alderman**  
Kenneth Reese  
*Public Utilities*

**Alderman**  
Paul Gonzales  
*Public Safety*

**Alderman**  
n/a  
*Municipal Harbor*

**Alderman**  
Alysa Jarvis  
*Streets & Drainage, and  
Solid Waste*

**City Attorney**  
Robert McKnight

**City Secretary**  
Gabriela Torres

The Seadrift City Council met in a Workshop Meeting on August 1, 2024, at the City Hall Council Chambers located at 501 S, Main St., Seadrift, TX 77983.

*Meeting called at 6:00 P.M.*

**1. Call to Order & Quorum Call**

Mayor Pro-Tem Tracey Johnson called the meeting to order at 6:00 PM. The following Alderpersons were present: Tracey Johnson, Kenneth Reese, Paul Gonzales, and Alysa Jarvis.

**2. Review & Discuss current, prior, and proposed 2024-2025 Budgets.**

The City Council reviewed and discussed the proposed budgets.

*Copies of the draft 2024-2025 FY Proposed Budgets attached.*

**7. Adjournment**

*Meeting adjourned at 7:25 P.M.*

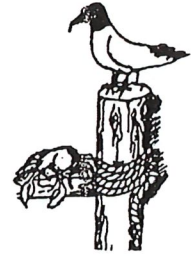


Incorporated December 27, 1912  
www.seadrifftx.org



# CITY OF SEADRIFT

Post Office Box 159/501 S. Main St.  
Seadrift, Texas 77983  
Tel: (361) 785-2251  
Fax: (361) 785-2208  
[seadrift@seadrifftx.org](mailto:seadrift@seadrifftx.org)



## Public Officials

**Mayor**  
n/a

**Mayor Pro-Tem & Alderperson**  
Tracey Johnson, Parks and Recreation

**Alderman**  
Kenneth Reese  
*Public Utilities*

**Alderman**  
Paul Gonzales  
*Public Safety*

**Alderman**  
n/a  
*Municipal Harbor*

**Alderman**  
Alysa Jarvis  
*Streets & Drainage, and  
Solid Waste*

**City Attorney**  
Robert McKnight

**City Secretary**  
Gabriela Torres

The Seadrift City Council met in a Special Meeting on August 5, 2024, at the City Hall Council Chambers located at 501 S, Main St., Seadrift, TX 77983.

*Meeting called at 12:00 PM.*

**1. Call to Order & Quorum Call**

Mayor Pro-Tem Johnson called the meeting to order at 12:00 PM. The following Alderpersons were present: Tracey Johnson, Kenneth Reese, Paul Gonzales, and Alysa Jarvis.

**2. Alderperson Geoffry Hunt's Resignation**

**Motion:** Alderperson Johnson made the motion to accept Alderperson Geoffry Hunt's resignation. Alderperson Gonzales seconded the motion.  
**Vote:** Motion carried unanimously 4-0.

**3. Appointee for Vacant Alderperson Office**

**Motion:** Alderperson Gonzales made the motion to appoint Johnny Mikolas for the vacant Alderperson position until the end of the term. Alderperson Jarvis seconded the motion.  
**Vote:** Motion carried 3-1-0. Ayes: Tracey Johnson, Paul Gonzales, Alysa Jarvis; Nays: Kenneth Reese; Abstains/Absent: None.

**4. Mayor Jesse Hubbell's Resignation**

**Motion:** Alderperson Jarvis made the motion to accept Mayor Jesse Hubbell's resignation. Alderperson Gonzales seconded the motion.

Alderperson Jarvis commented that by law, City Council has to accept Mayor Jesse Hubbell's resignation and not deny his right to resign. However, under the State Constitution, until a successor is appointed, he will still be allowed to perform the duties of a Mayor. Until his successor is sworn in, he will still be the Mayor until that time. Alderperson Jarvis commented that she has enjoyed working with Jesse Hubbell. It will be a loss to the City, but they understand that things happen in people's lives, and we have to allow them that space to do that. Alderperson Gonzales commented that the City is following proper guidelines, and they are available for viewing if necessary. Mayor Pro-Tem Johnson commented that working with Jesse Hubbell was amazing and it will be sad that he will not be here. The City is respecting his wishes to retire. He will be missed, and his shoes will be hard to fill.

**Vote:** Motion carried unanimously 4-0.

## City of Seadrift – August 5, 2024, Special Meeting Minutes

### 5. Appointee for Vacant Mayor Office

**Motion:** No nominations were presented. No action was taken.

### 6. Special Election

Aldersperson Jarvis asked if the City orders a Special Election does that prevent the City from appointing anyone. City Secretary Torres answered yes. Aldersperson Gonzales asked if the item could be tabled, to which City Secretary Torres answered yes. Aldersperson Jarvis commented that if the City orders a Special Election, it will be until May that the position is filled. Mayor Pro-Tem Johnson asked if Council wanted to table Agenda Item 6 until an appointee is found or a Special Election is called. Aldersperson Jarvis commented that it can be filled by appointment or Special Election. If we agree to do a Special Election today we are basically removing the ability of appointing someone in the next 10 months. When we call for our Regular Election next year, we will also add a Special Election to fill the remaining year of the Mayor's position. Aldersperson Reese commented that the City has two vacancies, and we do have an appointee that has not been voted on by the general public. Aldersperson Jarvis stated that if you have two vacancies at the same time, you are required to hold a Special Election. The way we did it today in this Special Meeting, we had one vacancy at a time because the resignation doesn't take effect until Council votes on accepting the resignation. If the Council does nothing, it becomes effective in 8 days. By taking resignations one at a time, we technically did not have two vacancies at the same time. Mayor Pro-Tem Johnson stated that they did speak with the City Attorney on this matter to make sure this was being done correctly. We want to make sure that the best things are happening for Seadrift. Aldersperson Gonzales stated that the dates of the resignations were different. Aldersperson Gonzales asked since we passed on appointing someone to the vacant Mayor position, is there a time frame to appoint someone. City Secretary Torres stated that she did not know that answer, but that vacant positions can only be filled by appointment or a Special Election. Aldersperson Reese stated that he liked the idea of it being done by Special Election, so the City has a chance to vote for the people who are being put here. Aldersperson Jarvis stated that Special Elections can only happen on uniform election days unless approved by the governor. The Governor can approve a Special Election date. We missed the November Election order date to hold a Special Election. Unless we get special permission from the governor, which could take 10 months for them to get back to us and this is not a dire situation, the one year remaining in the mayor's term will be determined in May by the people in Seadrift. If we don't appoint anyone, it stays as a holdover where Jesse Hubbell will be the Mayor until that successor is sworn in. It's up to the Council to decide whether to keep the seat vacant for 10 months or appoint someone to do the duties of the Mayor for the next 10 months. The Alderman position was appointed would only be for 10 months as well. The difference is that an Alderman counts towards a quorum and has voting power. That is an important seat to not leave vacant for 10 months as we are trying to do City business. Aldersperson Reese stated that if we will be doing important City business, we have an appointee that was not voted on by the public. There is a chance that appointee can make decisions that are not what the City wants. Aldersperson Jarvis stated that there are 5 Council positions, and every person has one vote. That one person is not necessarily going to be able to outvote the rest of Council. The council has to work together, bringing in all our skills and talent into the decision making process. The Mayor position does not count towards a quorum or vote. They bring things to the Council and the Council votes. If the Council so wishes, we can petition the governor for an election. Aldersperson Reese commented that the Governor may allow it since this is a dire situation.

**Motion:** Aldersperson Jarvis made the motion to petition the Governor for a Special Election outside the Uniform Election Date for the vacant Mayor position.

Aldersperson Gonzales asked that if the City does get approved to hold a Special Election, not on the next uniform date, how long would their term be for. City Secretary Torres stated that the Mayor term was from 2024 to 2026.

Aldersperson Gonzales seconded the motion.

**Vote:** Motion carried unanimously 4-0.

### 7. Executive Session

**Motion:** No Executive Session was called.

## City of Seadrift – August 5, 2024, Special Meeting Minutes

### 8. Action on Executive Session Items

Motion: No action was taken.

### 9. Adjournment

*Meeting adjourned at 12:18 PM.*

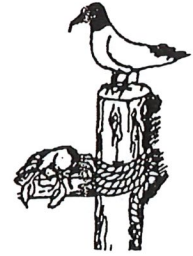


Incorporated December 27, 1912  
www.seadrifftx.org



# CITY OF SEADRIFT

Post Office Box 159/501 S. Main St.  
Seadrift, Texas 77983  
Tel: (361) 785-2251  
Fax: (361) 785-2208  
[seadrift@seadrifftx.org](mailto:seadrift@seadrifftx.org)



## Public Officials

**Mayor**  
n/a

**Mayor Pro-Tem & Alderperson**  
Tracey Johnson, Parks and Recreation

**Alderman**  
Kenneth Reese  
*Public Utilities*

**Alderman**  
Paul Gonzales  
*Public Safety*

**Alderman**  
Johnny Mikolas  
*Municipal Harbor*

**Alderman**  
Alysa Jarvis  
*Streets & Drainage, and  
Solid Waste*

**City Attorney**  
Robert McKnight

**City Secretary**  
Gabriela Torres

The Seadrift City Council met in a Regular Meeting on August 13, 2024, at the City Hall Council Chambers located at 501 S. Main St., Seadrift, TX 77983.

**Meeting called at 6:00 PM.**

**1. Call to Order & Quorum Call**

Mayor Pro-Tem Tracey Johnson called the meeting to order at 6:00 PM. The following Alderpersons were present: Tracey Johnson, Kenneth Reese, Paul Gonzales, Alysa Jarvis, and Johnny Mikolas.

**2. Invocation & Pledge of Allegiance**

Deborah Head gave the invocation and Mayor Pro-Tem Johnson led the Pledge of Allegiance.

**3. Previous Month Meeting Minutes – July 2024**

Alderperson Jarvis commented that on the minutes for July 9, 2024, in item 3, it should be Alderperson Jarvis not Johnson who noted the error. Alderperson Jarvis also commented that item 7 should be 1604 W. Bay Ave., not Bayview.

**Motion:** Alderperson Jarvis made the motion to accept the previous month’s minutes with corrections. Alderperson Gonzales seconded the motion.

**Vote:** Motion carried unanimously 5-0.

**4. Bills for August 2024**

**Motion:** Alderperson Reese made the motion to approve bills to be paid for August 2024.

Alderperson Jarvis seconded the motion.

**Vote:** Motion carried unanimously 5-0.

**5. Department Head Monthly Reports**

**a. Public Utilities**

Alderperson Reese read the Public Utilities report for July 2024, created by Public Works Director Robert Bryant, with 7 workorders completed, continuing work on lead/copper map for TCEQ, waiting on new pump North RO (estimated to be here by August 14), and wells pumped 7,791,000 with a daily average of 251,300.



## City of Seadrift – August 13, 2024, Regular Meeting Minutes

### b. Public Safety

Police Clerk Annette Delgado read the monthly report for July 2024. There were 32 calls for service, of which 9 were extra patrols, 6 were traffic stops, 3 were reports, and 0 were arrests. There were 29 calls for service for Calhoun County Sheriff's Office in Seadrift, and 17 of those calls were extra patrols. There were 18 EMS calls and SPD responded to 2 of those calls and 1 fire call that the SPD responded to. Interim Chief Beaver stated in her monthly report that they were in the process of implementing several changes to better serve the citizens of Seadrift. Newly developed comment and concern forms will be available at the Police Department and City Hall to be filled out and returned to be reviewed.

Aldersperson Gonzales commented that he and Interim Chief Cheyenne had noticed golf carts driving down the highway. Golf carts can cross but cannot drive on the highway. The Police Department will be stopping individuals and giving them warnings. We will not be handing out citations, but habitual offenders may receive citations. Mayor Pro-Tem Johnson commented that there are copies of the map of the highway where golf carts can and cannot drive. Aldersperson Gonzales commented that at the Municipal Harbor where the bait stand is, boats have been blocking the roadway coming into Main Street. They have spoken with the different guide service individuals regarding traffic flow and blocking of the roadway. Aldersperson Gonzales stated that several people have asked about the Chief of Police position. He commented that he is currently working on a job description since the current one is old. Aldersperson Gonzales stated that he has reached out to other agencies, Edna, Port Lavaca, Victoria, and Rockport, to look at their documents and compile one for us. Once updated, a job announcement will be put out. The agencies have also agreed to come in and help with the interview process. These four agencies will come in and help make recommendations to be brought to the City Council. Aldersperson Gonzales stated that Interim Chief Beaver is finding cases back from 2022 that are still open. She is going through those as quickly as possible to close them out.

An amendment to the Seadrift Police Department's Policy manual was provided to the City Council. Pursuant to Title 37 of the Texas Administrative Code Chapter 211.211.16, TCOLE has issued each law enforcement agency to adopt a policy regarding Medical and Psychological Examination of a Licensee no later than September 1, 2024. This policy will be added in the Code of Conduct following V. Professional Conduct and Personal Bearings as titled V.(a) Medical and Psychological Examination of a Licensee.

*Copy of V.(a) Medical and Psychological Examination of a Licensee Policy attached.*

Aldersperson Jarvis asked if this needed City Council approval, but Attorney Robert McKnight stated that this was something that is adopted on a departmental level.

### c. Municipal Harbor

Mayor Pro-Tem Johnson commented that the City Council appointed Johnny Mikolas to fill in the vacant Aldersperson position. This position will be until May 2025. The position was also over the Municipal Harbor. Aldersperson Mikolas commented that he knows that there is dredging going on in the Harbor and they are doing a good job. Aldersperson Mikolas also commented that Harbor Master Chris Ingram was doing a good job. He stated that there have been some complaints regarding holes in the concrete boat ramp. Aldersperson Mikolas commented that he has previously been on the City Council for 12 years and is here to help the City as much as he can. Aldersperson Jarvis asked if the holes were new or if they were the same ones previously talked about. Mayor Pro-Tem Johnson commented that the other holes were repaired, so these must be new.

### d. Streets & Drainage, and Solid Waste

Aldersperson Jarvis read the Streets & Drainage monthly report for July 2024, created by Public Works Director Robert Bryant, with 11 workorders completed for July, continued monitoring and marking for the drainage project, 1,000 feet of ditches dug, and 1,300 feet of culverts replaced.

## City of Seadrift – August 13, 2024, Regular Meeting Minutes

### e. Parks & Recreation, and Civic Functions

Mayor Pro-Tem Johnson read the Parks and Recreation monthly report for July 2024, created by Public Works Director Robert Bryant, with 9 workorders completed for the month, continue field repairs, and preparing for cleanup when Bayfront is completed.

Mayor Pro-Tem Johnson commented that the lights in the Civic Center have been repaired.

### f. City Hall Administration

Mayor Pro-Tem Johnson read the monthly Permit Report for July 2024, created by Building Official Boyd Staloch, with 1 building and construction permits issued with a tax valuation increase of \$60,000, 4 placement/RV/carport/portable permits issued with a tax valuation increase of \$22,200, and a total gross property valuation increase of \$82,000.

Municipal Court Clerk Marilyn Dufner read the monthly report for July 2024 with 1 new case, 8 closed cases, 80 current cases, and \$1,061 of total fines collected for the month.

## 6. Citizen Comments

- Mayor Pro-Tem Johnson commented that other cities have forms to sign up to speak. This will help the City better to follow up with speakers. These forms will be placed at the front door, and you'll have up until the gavel hits to turn them in.
- Linda Odom asked when the contractors on the Bayfront would be putting in the grass. Mayor Pro-Tem Johnson commented that they had it planned, but due to the rain it has been delayed. Scott Mason, engineer over the Seawall Restoration Project, was unfortunately unable to attend this meeting to give further updates.
- Mayor Pro-Tem Johnson commented that there are two trash totes at the end of the Pier on the Bayfront and that people should not leave their trash.
- Bucky Clark, property owner of 1604 W. Bay Ave., asked for an update on the drainage issue with his neighbor. Precinct 4 County Commissioner Gary Reese commented that has been turned over to the District Attorney's office.

## 7. RV Ordinance

Mayor Pro-Tem Johnson stated that Agenda item #7 will be tabled until the next meeting.

**Motion:** No action taken.

## 8. Interlocal Agreement for Dispatch Services

David Hall, Calhoun County Commissioner for Precinct 1, was in attendance to discuss an interlocal agreement for dispatch services. He commented that this project will combine dispatch communication services into one building and unify 911 calls. This will also prioritize services to citizens quicker. David Hall asked if there were any questions on how this would be structured. Alderperson Gonzales asked David Hall to explain what kind of service this will provide to the City. He commented that he had only heard that this would cost the City \$25,000, but not what it was. David Hall stated that whenever one taxing entity does service for another, there is an interlocal agreement of some kind between the two entities. There is also some kind of compensation such as monetary or income contributions. This saves citizens money since the City would not have to bid out this service. The County can do it a lot cheaper and that is a big benefit. This has been removed from the Sheriff's Office and is its own division with a Communications Director. Patrick Schubert, the new Communications Director, was introduced by David Hall. David Hall continued by stating that a requirement from the State of Texas is having an interlocal agreement in place. The City of Port Lavaca will be reimbursing \$300,000 for the four dispatchers. The City of Seadrift, City of Point Comfort, and the Independent School District will split the cost of one. David Hall commented that they wanted to be fair and have the entities split the cost of one dispatcher out of the 12. The cost of one dispatcher is \$75,000 and that includes their benefits. The amount may stay the same for the next three years or so but may fluctuate due to the cost of living and other factors. Citizens will see improved response times. Alderperson Jarvis asked them to explain the Board. David Hall stated that each member with an interlocal agreement will have one member on the board which would be the Chief of Police for the City of Seadrift. There will be no elected officials on the board. The Board will govern the Communications Director, but the Board will answer to the County Judge. Policy and Procedures will be

## City of Seadrift – August 13, 2024, Regular Meeting Minutes

worked on for internal functions of the communications. Each department has its input on how it wants to see things run for its community. It is more local control for the communities. Attorney Robert McKnight stated that Article 4 of the Interlocal Agreement references Exhibit A but does not see it included. David Hall answered that Exhibit A refers to the policy and procedures and is an internal function like the Police Department's Policy. Attorney McKnight commented that the City should see it. David Hall stated that it was not yet ready since they still have to receive input. Attorney McKnight asked if this was not yet ready to be signed to which David Hall answered that the Interlocal Agreement is ready. David Hall commented that the Interlocal Agreement has already been signed by the other entities without Exhibit A since it is an internal function, but they could take that part out of the agreement if needed. Attorney McKnight stated that the Interlocal Agreement states that the City will comply with Exhibit A, but we don't know what it is. Alderperson Gonzales asked when Exhibit A would be done, to which David Hall answered that it would be done before January 1, 2025. They are striving to be complete by January 1<sup>st</sup>, so Exhibit A may be completed sooner. David Hall stated that the center cannot open without its law enforcement license and that requires a copy of all the executed Interlocal Agreements. Mayor Pro-Tem Johnson asked if the Interlocal Agreement needed to be rewritten by deleting the line that references Exhibit A. Attorney McKnight stated that it could say that the City will comply with the forthcoming policies and procedures and take out Exhibit A. Attorney McKnight commented that, generally, you do not sign contracts that are incomplete and require compliance with conditions that are not present at the time of execution. Alderperson Jarvis asked when payment is expected to which David Hall answered January 1, 2025. Alderperson Gonzales asked what would happen if the City decided not to sign the interlocal agreement. David Hall stated that the City will not lose 911 service. The State of Texas Criminal Justice Information and FBI require these interlocal agreements to use their systems. Without this agreement, this would require the Police Department to run their own data entry for warrants. The City may have to hire someone to dispatch and obtain another radio frequency. Mayor Pro-Tem Johnson asked that a rough draft copy be provided for the City Attorney to review and change the verbiage regarding Exhibit A as suggested. Officer James Easley commented that the Police Department would not be able to communicate with dispatch unless they were dispatching them to a call. Mayor Pro-Tem Johnson stated this would be tabled so that the verbiage can be changed, and typos can be corrected. Mayor Pro-Tem Johnson stated that the City will be having a Special Meeting on August 22<sup>nd</sup>, so they can revisit the item again.

**Motion:** No action was taken.

### 9. TDA-TX-CDBG 2025-2026 Community Development Application – Grant Administrator Services

**Motion:** Alderperson Gonzales made the motion to apply for the Texas Community Development Block Grant (CDBG) with the Texas Department of Agriculture and approve the advertisement for a grant administrator. Alderperson Reese seconded the motion.

**Vote:** Motion carried unanimously 5-0.

### 10. FEMA DR-4781 HMGP

**Motion:** Alderperson Jarvis made the motion to apply for the Hazard Mitigation Grant Program with FEMA and approve the advertisement for a grant administrator. Alderperson Reese seconded the motion.

**Vote:** Motion carried unanimously 5-0.

### 11. FEMA PA Grant Administrator Contract

**Motion:** Alderperson Jarvis made the motion to approve GrantWorks Amendment No. 6 to increase the Not to Exceed by an additional \$25,000 for the existing FEMA Public Assistance Disaster Recovery Management Services Contract. Alderperson Reese seconded the motion.

**Vote:** Motion carried unanimously 5-0.

### 12. Seawall Restoration Project PW 4450 Change Order #6

The City Council received a Change Order request from Scott Mason with G&W Engineers, who was not present for this meeting. The change order would not have any effect on the contract price and was only to extend the contract end date by adding 63 days to the contract time.

**Motion:** Alderperson Reese made the motion to approve Change Order #6 for the Seawall Restoration Project. Alderperson Gonzales seconded the motion.

**Vote:** Motion carried unanimously 5-0.

## City of Seadrift – August 13, 2024, Regular Meeting Minutes

### 13. Seawall Restoration Project PW 4450 Line of Credit

The City of Seadrift currently has two outstanding invoices with SR Trident, the contractor for the Seawall Restoration Project with FEMA-PA. The two outstanding invoices are as follows: Pay Application #11 for \$475,344.19 dated April 30, 2024, and Pay Application #12 for \$171,198.87 dated June 26, 2024. The City currently has an Advance of Funds Request submitted to TDEM for \$603,079.40, but there has been no movement. The City has also received \$14,015.96 from the General Land Office to go towards payment of Pay Application #11. If the City does not pay these invoices, construction could halt. City Secretary Gabriela Torres stated that this line of credit was created for grant expenses and the current interest rate is 8.50%. City Secretary Torres stated that she had hoped to get the \$603,079.40 from TDEM, but it did not look like that would be happening anytime soon.

**Motion:** Alderperson Gonzales made the motion to borrow from the City's line of credit to pay Application #11, minus the funds received from GLO, for \$461,328.23 Alderperson Mikolas seconded the motion.

**Vote:** Motion carried unanimously 5-0.

### 14. Development Project – Daniel Industries

Colt Daniel, owner of the Driftwood RV Park and Daniel Industries, was in attendance to discuss the future development next to his RV Park on Highway 185. Colt Daniel explained his plans to develop a carwash and storage unit next to his RV Park. He stated that as part of his plans, he would be improving Peach Street but would like to do this work in exchange for purchasing a portion of Fig Street. This portion that they are interested in purchasing or exchanging with the City would be from Highway 185 to Hallie's Bayou. Mayor Pro-Tem Johnson stated that there was no value currently for that portion of Fig Street, so the City would not be able to take any action. The street was just grass and was a dead end. Mayor Pro-Tem Johnson stated that this item would be tabled until the Special Meeting held on August 22<sup>nd</sup> and the City would research the value of the portion of Fig Street.

**Motion:** No action was taken.

### 15. Water Well Ordinance

David Odom was in attendance to discuss the Water Well Ordinance. He stated that he wants to see the ordinance overturned regarding prohibiting a water well within the City limits. A lot of other municipalities allow water wells for irrigation use only. Alderperson Reese commented that there are problems with water wells in the City, and our current ordinance prohibits them. Any existing water wells in the City are grandfathered and capped. If you have a water well on your property and you either by accident or intentionally hook up to City lines, you can backflow to the City water. David Odom stated that a backflow preventer can be installed. Alderperson Reese continued by stating that if it backflows into the City's water, there would be a possible TCEQ violation where we would be putting foreign water into our City. David Odom stated that he is a licensed waterway driller and has been doing this all his life. He continued by stating that he has to follow State standards and County Water District standards. Alderperson Jarvis stated that she had reached out to the Calhoun County Groundwater Conservation District, and they have no problem with this since this is for landscaping. There is no drilling permit, and they would just need a notice. It is permissible if the City allows it. The Groundwater Conservation District does have jurisdiction as well as the City. They would suggest that if we added any modifications to this ordinance, it would just be to say that it is for non-potable water, be completed by a licensed driller, and must follow State and Local regulation standards. Mayor Pro-Tem Johnson asked how this would be controlled and regulated. If we allow them and then more people request this, it will set a precedent. Alderperson Jarvis asked what the cost is to put in a well, to which David Odom answered that it runs about \$15,000 to \$18,000. Alderperson Jarvis stated that with that cost, people won't be putting in a well so easily. Alderperson Gonzales asked why you would invest that much money just to irrigate. Alderperson Gonzales stated that this is a source of revenue for the City. If the City allows this, we could potentially lose revenue. Attorney McKnight stated that if the Council is considering amending the Ordinance, there will need to be actual language. That would then require some research into how other jurisdictions have these exemptions and phrasing this in a way the Council can vote. Alderperson Jarvis stated that we would need actual verbiage to consider whether to approve or disapprove. Alderperson Jarvis suggested that the Council table this agenda item until the next council meeting to have actual verbiage. Alderperson Gonzales asked if a motion is needed

## City of Seadrift – August 13, 2024, Regular Meeting Minutes

for disapproval. Attorney McKnight stated that if we do not want to consider this at all and someone seconds it and passes with a majority vote, that would be the end of it.

**Motion:** Alderperson Gonzales made the motion to not approve any changes to the Water Well Ordinance regarding water wells for irrigation use within the City limits. Alderperson Reese seconded the motion.

**Vote:** Motion carried 4-1-0. Ayes: Tracey Johnson, Paul Gonzales, Kenneth Reese, Johnny Mikolas; Nays: Alysa Jarvis; Abstain/Absent: None.

### 16. Purchasing Methods Policy

**Motion:** No action taken.

*Open Meeting closed at 7:35 PM. The City Council convened into an Executive Session at 7:39 PM.*

### 20. Executive Session

At 7:39 PM, the City Council closed the open meeting into an Executive Session under Section 551.071 Consultation with Attorney.

*Executive Session closed at 8:14 PM. Open Meeting opened back up at 8:14 PM*

### 21. Action on Executive Session Items

**Motion:** No action was taken.

### 17. Overtime Policy

Alderperson Jarvis stated that the current Employee Handbook does not allow paid overtime for City Employees. Employees are only offered comp time. We have spoken about updating the Employee Handbook. Alderperson Jarvis asked Attorney McKnight if this could be looked at when updating the Employee Handbook. Attorney McKnight stated that it should be looked at, but the current handbook should not be modified right now. It has been in place for years and any revision needs to be considered as part of a larger revision of the Personnel Policies. Alderperson Jarvis asked if there was any overtime being currently paid to which City Secretary Torres answered yes. Alderperson Gonzales stated that in the General Fund Budget, there is a budgeted line item (#145) for Streets & Drainage Overtime for \$12,500. The current expenditure for that line item is \$23,162.88. Mayor Pro-Tem Johnson stated that is unforeseen and emergency overtime due to extenuating circumstances. Alderperson Jarvis stated that the problem is that as it stands, our policy does not account for those hours. So, what happens then is that employees get compensatory. Alderperson Jarvis stated that we have Employees being treated differently.

**Motion:** Mayor Pro-Tem Johnson made the motion to assess the overtime requests on a case-by-case scenario until the new Personnel Policy is passed.

Alderperson Jarvis asked Mayor Pro-Tem Johnson to clarify her motion on who will be authorizing the overtime requests. Mayor Pro-Tem Johnson stated that it would be the Supervisor, the Department Head, the Mayor/Mayor Pro-Tem, and the City Secretary.

Mayor Pro-Tem Johnson amended her motion to have the Department Head over that particular Employee requesting overtime, and the Mayor/Mayor Pro-Tem review overtime requests on a case-by-case basis until a new Personnel Policy is passed.

Mayor Pro-Tem Johnson clarified that this was a temporary amendment covering overtime so that the Department Head and Mayor can understand the necessity for the overtime. The hours currently reported are unforeseen and unplanned for events like water leaks, and flushing lines. Alderperson Jarvis stated that it is not defined in the budget, so we don't know what hours went to what. Overtime hours for projects should be budgeted. Alderperson Jarvis commented that looking at the budget from last year, it can get way out of control very quickly. We don't know where the money is coming from. Our current comp time policy allows us make cash payments if the budget allows us to. When an Employee puts in overtime, that is on their paycheck right then whether we have the money or not.



## City of Seadrift – August 13, 2024, Regular Meeting Minutes

Aldersperson Mikolas seconded the motion.

**Vote:** Motion carried 4-1-0. Ayes: Tracey Johnson, Kenneth Reese, Johnny Mikolas, and Alysa Jarvis; Nays: Paul Gonzales; Absent/Abstain: None.

### 18. Request for Comp Pay

A request for compensation time payout was brought before the City Council from City Employees in the Utility Department. This compensation time was accrued from April 2024 through June 2024.

Employee	Hourly Pay Rate	Comp Hours	Total Gross Pay
Robert Bryant	\$24.16	72.75	\$1,757.64
Terrell Jones	\$21.47	52.5	\$1,127.18
Albaro Torres	\$18.29	13.5	\$246.92
Benny Torres	\$15.87	7.5	\$119.03
	<b>Total</b>	<b>146.25 Hours</b>	<b>\$3,250.77</b>

**Motion:** Aldersperson Gonzales made the motion to pay the requested compensation time that was accrued from April 2024 to June 2024 for \$3,250.77. Aldersperson Reese seconded the motion.

**Vote:** Motion carried unanimously 5-0.

### 19. Timesheet Software

**Motion:** Aldersperson Reese made the motion to approve the purchase of time-tracking software at a one-time cost of \$695. Aldersperson Jarvis seconded the motion.

**Vote:** Motion carried unanimously 5-0.

### 22. Adjournment

*Meeting adjourned at 8:39 PM.*

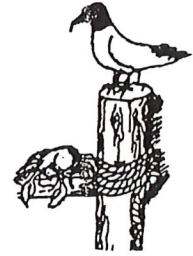


Incorporated December 27, 1912  
www.seadrifftx.org



# CITY OF SEADRIFT

Post Office Box 159/501 S. Main St.  
Seadrift, Texas 77983  
Tel: (361) 785-2251  
Fax: (361) 785-2208  
[seadrift@seadrifftx.org](mailto:seadrift@seadrifftx.org)



## Public Officials

**Mayor**  
n/a

**Mayor Pro-Tem & Alderperson**  
Tracey Johnson, Parks and Recreation

**Alderman**  
Kenneth Reese  
*Public Utilities*

**Alderman**  
Paul Gonzales  
*Public Safety*

**Alderman**  
Johnny Mikolas  
*Municipal Harbor*

**Alderman**  
Alysa Jarvis  
*Streets & Drainage, and  
Solid Waste*

**City Attorney**  
Robert McKnight

**City Secretary**  
Gabriela Torres

The Seadrift City Council met in a Workshop Meeting on August 19, 2024, at the City Hall Council Chambers located at 501 S, Main St., Seadrift, TX 77983.

*Meeting called at 6:00 P.M.*

**1. Call to Order & Quorum Call**

Mayor Pro-Tem Tracey Johnson called the meeting to order at 6:00 PM. The following Alderpersons were present: Tracey Johnson, Kenneth Reese, Paul Gonzales, Alysa Jarvis, and Johnny Mikolas.

**2. Review & Discuss current, prior, and proposed 2024-2025 Budgets.**

The City Council reviewed and discussed the proposed budgets.

*Copies of the draft 2024-2025 FY Proposed Budgets attached.*

**3. Review & Discuss tax rates for the 2024-2025 fiscal year.**

The City of Seadrift received its 2024 Certified Estimate of Net Taxable Value from the Calhoun County Appraisal District. The Freeze Adjusted Net Taxable Value was \$112,361,665.

**4. Adjournment**

*Meeting adjourned at 8:24 P.M.*

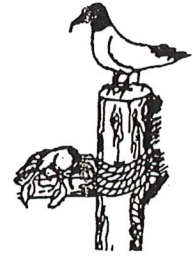


Incorporated December 27, 1912  
www.seadrifftx.org



# CITY OF SEADRIFT

Post Office Box 159/501 S. Main St.  
Seadrift, Texas 77983  
Tel: (361) 785-2251  
Fax: (361) 785-2208  
[seadrift@seadrifftx.org](mailto:seadrift@seadrifftx.org)



## Public Officials

Mayor  
n/a

**Mayor Pro-Tem & Alderperson**  
Tracey Johnson, Parks and Recreation

**Alderman**  
Kenneth Reese  
*Public Utilities*

**Alderman**  
Paul Gonzales  
*Public Safety*

**Alderman**  
n/a  
*Municipal Harbor*

**Alderman**  
Alysa Jarvis  
*Streets & Drainage, and  
Solid Waste*

**City Attorney**  
Robert McKnight

**City Secretary**  
Gabriela Torres

The Seadrift City Council met in a Special Meeting on August 22, 2024, at the City Hall Council Chambers located at 501 S, Main St., Seadrift, TX 77983.

**Meeting called at 6:00 PM.**

**1. Call to Order & Quorum Call**

Mayor Pro-Tem Johnson called the meeting to order at 6:00 PM. The following Alderpersons were present: Tracey Johnson, Kenneth Reese, Paul Gonzales, Alysa Jarvis, and Johnny Mikolas.

Mayor Pro-Tem Johnson moved to item # 6.

**6. Development Project with Daniel Industries**

Mayor Pro-Tem Johnson stated that she had spoken to the Public Works Director Robert Bryant and Colt Daniel. Since the City is in dire need of a mower, Colt Daniel is proposing to donate a mower valued at \$10,482 in-kind trade for the land. Alderperson Jarvis stated that the City has estimated that the cost of the portion of the street would be around \$8,685. It is an estimate since the City will not be paying a survey cost. Alderperson Jarvis asked if he was only interested in acquiring a portion of Fig Street, to which Colt Daniel answered that it would only be the portion that ends at the bayou from Highway 185. Colt Daniel stated that he would pay for the survey. Alderperson Gonzales asked if the City could handle the carwash. Colt answered that they could work the volume of water through the pressure of the system. Working hand in hand with Robert Bryant, they can cut back pressure. If there is a crisis, we can cut back water flow. Public Works Director Robert Bryant stated that he did not foresee any problems with that at all. Colt Daniel stated that they have a two-inch line that comes back through the RV park. If they need to, out of their own pocket, they can come around on the backside and tie the six-inch into his facility. Robert Bryant stated that he believed that the two-inch line would be sufficient for them. Colt stated they will present final plans if they get approved. Attorney Robert McKnight stated that the Council does not have a precise property description, so you could say something like "Subject to approval of the final documents for sale, we approve the concept of this exchange." You are conveying the land in exchange for the mower. Alderperson Jarvis stated that the City has not yet vacated the land. City Secretary Gabriela Torres commented that the City must hold a public hearing so that there are no objections. Mayor Pro-Tem Johnson stated that at the next meeting, the City could get official signage along with holding a Public Hearing. Colt Daniel stated that he would see if his survey guys could get it done by the next meeting.

## City of Seadrift – August 22, 2024, Special Meeting Minutes

**Motion:** Alderperson Jarvis made the motion to move forward with the concept of the exchange of a lawnmower for the portion of Fig Street from Highway 185 to Halie's Bayou. Alderperson Gonzales seconded the motion.

**Vote:** Motion carried unanimously 5-0.

Mayor Pro-Tem Johnson moved to item # 2.

### 2. 2024-2025 Proposed Debt Tax Rate

**Motion:** Alderperson Jarvis made to set the Proposed Debt Tax Rate at \$.1853 per \$100 valuation. Alderperson Gonzales seconded the motion.

**Vote:** Motion carried unanimously 5-0.

### 3. 2024-2025 Proposed M&O Tax Rate

Mayor Pro-Tem Johnson explained that this was just to set the proposed M&O tax rate; this was not the final adopted tax rate. Stacey Kirkham commented that in the City Auditor's reports, it was said that the City should not continue to take the lowest tax rate since we would be digging ourselves into a hole. Mayor Pro-Tem Johnson stated that this was the highest tax rate that could be adopted before an election would need to be held. It is recommended to propose the highest rate so during budget time you can't go up, but you can go down. Alderperson Mikolas asked if the City has taken the lowest rate each year, to which Alderperson Jarvis answered no. Mayor Pro-Tem explained that the City has met in the middle the past couple of years regarding tax rates. Alderperson Mikolas stated that he did not believe taxes should be raised at all in his opinion. He continued by stating that the City ought to make cuts elsewhere instead of raising taxes. Mayor Pro-Tem Johnson explained that this was just a proposed tax rate.

**Motion:** Alderperson Gonzales made the motion to set the Proposed M&O Tax Rate at \$.5082 per \$100 valuation. Alderperson Jarvis seconded the motion.

**Vote:** Motion carried unanimously 5-0.

Mayor Pro-Tem Johnson moved to item #5.

### 5. Interlocal Agreement for Dispatch Services

Mayor Pro-Tem Johnson explained that the concern from the last meeting was just some verbiage in the packet that stated Exhibit A, but there was none provided. The County's lawyer got with the City lawyer and took out Exhibit A basically. The council is now being presented with an agreement without Exhibit A reference. Alderperson Jarvis commented that we are still agreeing to comply with policies and procedures we don't know. Attorney Robert McKnight stated that was correct. Mayor Pro-Tem Johnson stated that they do not have that finalized yet either. Attorney McKnight stated that if the City is ultimately dissatisfied with the policies and procedures as they might be first promulgated or as they might be amended from time to time, there is a termination provision in the contract. Alderperson Mikolas asked how many times dispatch communicates with the City police officers. Interim Chief of Police Cheyenne Beaver stated that they communicated hundreds of times, and talked to dispatch before walking into the meeting in case backup is needed. Alderperson Reese stated that if the City does not accept this, this would be a disservice to the City of Seadrift, and we would lose a valuable service. Alderperson Gonzales stated that he agreed that this was a good program, but the cost was a concern of his. Alderperson Gonzales asked Commissioner David Hall if the City could get a reprieve for one year. David Hall stated that would be a Commissioners Court decision. Alderperson Gonzales stated that this would be something the City would have to take to the board and ask them if they would give us a reprieve of one year until the budget is worked out. David Hall stated that the decision for these dollar amounts was not made lightly, but that suggestion can be taken to the Commissioners Court.

**Motion:** Alderperson Jarvis made the motion to approve the Interlocal Agreement between the City of Seadrift and Calhoun County for emergency dispatch services. Alderperson Reese seconded the motion.

**Vote:** Motion carried unanimously 5-0.

## City of Seadrift – August 22, 2024, Special Meeting Minutes

### 4. Resolution 20220405 Grant #4492801

**Motion:** Alderperson Jarvis made the motion to amend Resolution # 20220405 for the 2023 FY Criminal Justice Program for a patrol unit for the Seadrift Police Department as presented. Alderperson Gonzales seconded the motion.

**Vote:** Motion carried unanimously 5-0.

*Copy of Resolution # 20220405 attached.*

*Open Meeting closed at 6:40 PM. The City Council convened into an Executive Session at 6:41 PM.*

### 7. Executive Session

At 6:41 PM, the City Council closed the open meeting into an Executive Session under Section 551.071 Consultation with Attorney.

*Executive Session closed at 6:45 PM. Open Meeting opened back up at 6:45 PM.*

### 8. Action on Executive Session Items

**Motion:** No action was taken.

### 9. Adjournment

*Meeting adjourned at 6:47 PM.*



Incorporated December 27, 1912  
www.seadrifftx.org



# CITY OF SEADRIFT

Post Office Box 159/501 S. Main St.  
Seadrift, Texas 77983  
Tel: (361) 785-2251  
Fax: (361) 785-2208  
[seadrift@seadrifftx.org](mailto:seadrift@seadrifftx.org)



## Public Officials

**Mayor**  
n/a

**Mayor Pro-Tem & Alderperson**  
Tracey Johnson, Parks and Recreation

**Alderman**  
Kenneth Reese  
*Public Utilities*

**Alderman**  
Paul Gonzales  
*Public Safety*

**Alderman**  
Johnny Mikolas  
*Municipal Harbor*

**Alderman**  
Alysa Jarvis  
*Streets & Drainage, and  
Solid Waste*

**City Attorney**  
Robert McKnight

**City Secretary**  
Gabriela Torres

The Seadrift City Council met in a Workshop Meeting on August 26, 2024, at the City Hall Council Chambers located at 501 S, Main St., Seadrift, TX 77983.

*Meeting called at 6:00 P.M.*

**1. Call to Order & Quorum Call**

Mayor Pro-Tem Tracey Johnson called the meeting to order at 6:00 PM. The following Alderpersons were present: Tracey Johnson, Kenneth Reese, Paul Gonzales, Alysa Jarvis, and Johnny Mikolas.

**2. Review & Discuss issues in the Municipal Harbor such as contracts/leases, boat ramp, areas of responsibility, and other matters.**

**3. Adjournment**

*Meeting adjourned at 7:29 P.M.*



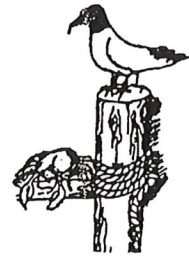


Incorporated December 27, 1912  
www.seadrifftx.org



# CITY OF SEADRIFT

Post Office Box 159/501 S. Main St.  
Seadrift, Texas 77983  
Tel: (361) 785-2251  
Fax: (361) 785-2208  
[seadrift@seadrifftx.org](mailto:seadrift@seadrifftx.org)



## Public Officials

**Mayor**  
n/a

**Mayor Pro-Tem & Alderperson**  
Tracey Johnson, Parks and Recreation

**Alderman**  
Kenneth Reese  
*Public Utilities*

**Alderman**  
Paul Gonzales  
*Public Safety*

**Alderman**  
Johnny Mikolas  
*Municipal Harbor*

**Alderman**  
Alysa Jarvis  
*Streets & Drainage, and  
Solid Waste*

**City Attorney**  
Robert McKnight

**City Secretary**  
Gabriela Torres

The Seadrift City Council met in a Workshop Meeting on August 29, 2024, at the City Hall Council Chambers located at 501 S, Main St., Seadrift, TX 77983.

*Meeting called at 6:00 P.M.*

**1. Call to Order & Quorum Call**

Mayor Pro-Tem Tracey Johnson called the meeting to order at 6:00 PM. The following Alderpersons were present: Tracey Johnson, Kenneth Reese, Paul Gonzales, Alysa Jarvis, and Johnny Mikolas.

**2. Review & Discuss current, prior, and proposed 2024-2025 Budgets.**

*Copy of the draft 2024-2025 FY Budget attached.*

**3. Review & Discuss tax rates for the 2024-2025 fiscal year.**

**4. Adjournment**

*Meeting adjourned at 7:23 P.M.*

## **4. Accounts Payable.**

Approve bills for September 2024.



## FUND BALANCES AS OF AUGUST 31, 2024

<b>GENERAL FUND</b>	<b>\$</b>	<b>538,911.89</b>
<b>HARBOR FUND</b>	<b>\$</b>	<b>64,199.12</b>
<b>HOTEL/MOTEL</b>	<b>\$</b>	<b>152,587.74</b>
<b>CONTINGENCY FUND</b>	<b>\$</b>	<b>101,546.00</b>
<b>PIER FUND</b>	<b>\$</b>	<b>18,789.88</b>
<b>COO I&amp;S</b>	<b>\$</b>	<b>43,052.52</b>
<b>POLICE DEPARTMENT</b>	<b>\$</b>	<b>3,399.81</b>
<b>UTILITY FUND</b>	<b>\$</b>	<b>68,445.87</b>
<b>METER DEPOSIT</b>	<b>\$</b>	<b>122,375.57</b>
<b>FALCON POINT ESCROW</b>	<b>\$</b>	<b>28,068.64</b>
<b>UTILITY CONTINGENCY FUND</b>	<b>\$</b>	<b>171.03</b>
<b>REVENUE BOND</b>	<b>\$</b>	<b>147,689.80</b>
<b>FIRE TRUCK ESCROW</b>	<b>\$</b>	<b>2,015.56</b>
<b>SOLID WASTE</b>	<b>\$</b>	<b>32,107.37</b>
<b>SOLID WASTE CONTINGENCY FUND</b>	<b>\$</b>	<b>112,978.96</b>

### CD'S - HARBOR FUND

5488	\$	32,166.23
6089 <i>(12 Month CD - Matures on June 17, 2025)</i>	\$	27,261.11

### REVENUE

SALES TAX REVENUE <i>(LAST MONTH)</i>	\$	26,418.83
HOTEL MOTEL TAX REVENUE <i>(LAST MONTH)</i>	\$	-
OYSTER TARIFF	\$	-
SEAFOOD TARIFF	\$	-

# UNPAID BILLS REPORT FOR SEPTEMBER 2024

Unpaid Bills for August 2024		
<b>GENERAL FUND</b>	<b>\$</b>	<b>8,816.84</b>
<b>UTILITY FUND</b>	<b>\$</b>	<b>3,768.73</b>
<b>SOLID WASTE</b>	<b>\$</b>	<b>-</b>
<b>HARBOR FUND</b>	<b>\$</b>	<b>1,047.88</b>

## Unpaid Bills Detail

GENERAL FUND			
	Date	Num	Open Balance
Aflac	09/05/2024	Inv. 113081	189.73
Boyd Staloch	09/05/2024	August 2024	2,014.50
Galls	09/05/2024	Inv. 028807808	7.99
GEXA ENERGY	09/05/2024		3,558.99
LOCAL IT SOLUTIONS	09/05/2024	Inv. 2113	605.00
NATIONAL BUGMOBILES, INC	09/05/2024	Inv. 833952	160.00
Quality Hot Mix, Inc.	09/05/2024	Inv. 29000	2,058.41
T-Mobile	09/05/2024	Inv. 552117678-198	59.59
VCS SECURITY SYSTEMS	09/05/2024	Inv. 273854	35.00
Victoria Electric Cooperative, Inc	09/05/2024	Acct. 981494-001	53.90
	09/05/2024	Acct. 981494-004	45.63
	09/05/2024	Acct. 981494-006	28.10
<b>TOTAL</b>			<b>8,816.84</b>

WATERWORKS			
Vendor	Date	Num	Amount
ACT Pipe & Supply	09/11/2024	s101120296.001	-362.80
	09/11/2024	s101120253.001	-1,787.40
Angela Vallejo	09/04/2024	housekeeping	-80.00
Infinium	09/11/2024	inv#85208	-257.17
Mercer Controls ,Inc.	09/11/2024	inv#20484	-505.10
T-Mobile	09/11/2024	552117678-198	-145.16
USA Bluebook	09/11/2024	inv#00453010	-139.84
Victoria Electric Cooperative inc.	09/04/2024	981494-005	-214.25
	09/04/2024	39286	-245.63
	09/11/2024	981494-002	-31.38
<b>Total Expenses for Waterworks:</b>			<b>-3,768.73</b>

HARBOR			
Vendor	Date	Num	Amount
GEXA ENERGY	09/05/2024		1,047.88
<b>Total Expenses for Harbor</b>			<b>1,047.88</b>

## **5. Department Head Monthly Reports.**

Items in this section will not have any City Council action taken and are for general information only.

- a. Public Utilities, Kenneth Reese**
- b. Public Safety, Paul Gonzales**
- c. Municipal Harbor, Johnny Mikolas**
- d. Streets & Drainage, and Solid Waste, Alysa Jarvis**
- e. Parks & Recreation, Tracey Johnson**
- f. City Hall Administration**

# **SEADRIFT POLICE DEPARTMENT**

## **Monthly Report: August 2024**

### **CALLS FOR SERVICE/ACTIVITIES:**

**32** Calls for service this month for SPD,

**9** Of which were extra patrols

**8** Traffic stops by SPD

**1** Reports by SPD

**0** Arrests by SPD

**53** Calls for service for CCSO in Seadrift,

**10** Of which were extra patrols

**1** EMS calls **1** of which SPD officers responded to.

**1** Fire calls **1** of which SPD officers responded to.

### **NEWS FROM THE CHIEF:**

Our Department has conducted an internal audit from August 2019 to present and located 37 open cases. Of those cases, we have investigated and closed 23 cases this month. The remainder of those cases are still in the investigative process. We are in the process of looking to further staff our agency. We have had applicants but after extensive background checks, we have not been able to fill the position at this time. There has been an increase in questions about the off-highway vehicle ordinance. If anyone has questions, please feel free to come to the Police Department and we will be happy to get the citizens those answers.

Thank you,

Int. Chief of Police  
Cheyenne N. Beaver

# **Public Works**

## **September Report**

### **Water/Sewer**

**5 w/o's completed**

**(Does not include call outs, leaks, sewer problems, meters, Plant time)**

**-Continue working on lead/copper map**

**-waiting on new pump north RO est. Sept?**

**Wells pumped 7,950,000**

**Daily average 256,000**

### **Streets/Drainage**

**15 W/O's completed**

**Main Street to hwy 185 is patched and will continue to patch until large trucks from Harbor project is completed**

**-Continue monitoring drainage project**

**Sent drainage crew to dig all ditches to contracts specs.**

**Crew will re-due 1200 feet of ditches**

### **Parks**

**5 W/o's completed**

**-Continue field repairs weed eat/ spray**

**Mow**

**-Bay front is close to completion. Punch list has been sent to Engineers**

**- look into playground grants**

**Robert Bryant**

**Director of Public Works**

**City of Seadrift**

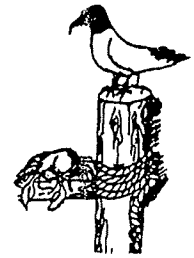
# August SSW Report

- 1) All Routes completed for August
- 2) 6 paid pick-ups for Roll Off Bin
- 3) All trucks washed for month
- 4) PM's completed weekly on  
Trash Trucks
- 5) Pac Mor packers washed out  
weekly
- 6) Washed out all returned totes
- 7) Called for Roll Off Bin to be  
emptied at landfill.
- 8) ~~Interstate~~<sup>national</sup> / Pac-Mor Trucks had  
Engine RPM for Hydraulic Pump repaired
- 9) Repaired Hydraulic leak on International/  
Pac-Mor truck.
- 10) Mounted front fender mud flaps.

Terry Mader



**CITY OF SEADRIFT**  
 Post Office Box 159/501 S. Main St.  
 Seadrift, Texas 77983  
 Tel: (361) 785-2251  
 Fax: (361) 785-2208  
 JUDGE WESLEY J. HUNT

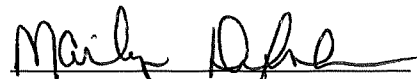


REPORT FOR MONTH OF AUGUST,2024

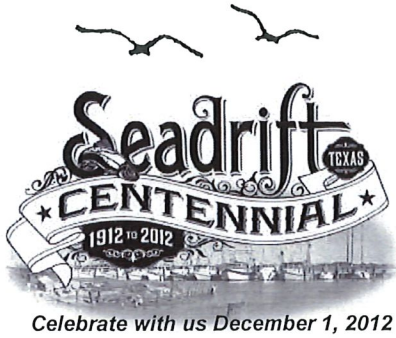
NEW CASES	<u>1</u>
CLOSED CASES	<u>11</u>
CURRENT CASES	<u>70</u>

TOTAL FINES COLLECTED	\$ <u>1980.00</u>
TOTAL AMOUNT THE CITY KEEPS	\$ <u>1309.84</u>
TOTAL MUNICIPAL CT. SEC FUND	\$ <u>39.99</u>
TOTAL MUNICIPAL CT. TECH FUND	\$ <u>32.62</u>
TOTAL AMOUNT TO THE STATE	\$ <u>597.55</u>
GRAND TOTAL FOR THE MONTH	\$ <u>1907.39</u>

SIGNED THIS THE 10<sup>TH</sup> DAY OF SEPTEMBER,2024

  
 MUNICIPAL COURT CLERK





**CITY OF SEADRIFT**

Post Office Box 159  
 Seadrift, Texas 77983  
 Tel: (361) 785-2251  
 Fax: (361) 785-2208



**Month of August 2024**

**PERMIT REPORT**

<u>Permit Type</u>	<u>Qty</u>	<u>+ or -</u>	<u>Tax Valuation</u>
<b>BUILDING CONSTRUCTION</b>	3	+	\$ 386,200
<b>PLACEMENT – Manufactured Housing</b>	2	+	\$ 142,000
<b>REPAIR/REMODEL</b>	0	+	\$ 0
<b>PLACEMENT/RV/CARPORT/Portables</b>	RV (1) 4	+	\$ 45,500
<b>RV/MH PARK</b>	0	+	\$ 0
<b>Sign</b>	0	+	\$ 0
<b>RELOCATION in the city</b>	0	+	\$ 0
<b>FENCE</b>	0	+	\$ 0
<b>DEMOLITION</b>	0	-	\$ 0
<b>Gross Property Valuation increase or decrease to City</b>			
<b>Increase (+) or Decrease (-)</b>		+	\$ 573,700

## **6. Citizen Comments.**

Rules for speakers: Speakers have an allotted time of 3 minutes to speak, but those needing a translator will be allocated 6 minutes. Speakers will need to approach the podium and state their names. No Council discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law. If an individual desires to speak to a specific agenda item listed, it is recommended that the individual address that item when it comes up during the meeting.



## **7. Alpha Water Resources LLC:**

Review/Discuss/Take any action to approve payment of Quote#: Seadrift081324 for \$18,310 for repairs to the Water Treatment Plant.

#7. ALPHA WATER RESOURCES LLC - QUOTE # SEADRIFT081324

Alpha Water Resources LLC  
 9033 North Grape Creek Rd  
 San Angelo, Texas 76901  
 1-800-283-5007  
 www.awrp.energy

QUOTE  
 DATE 8/13/2024  
 QUOTE# Seadrift081324  
 CUSTOMER ID Seadrift001  
 Quote Valid Until: 8/28/2024

Quote Prepared For:  
 Name: Robert Bryant  
 Company: City of Seadrift  
 City, ST., ZIP: Seadrift Texas  
 Phone: 361-489-9544

DESCRIPTION	QTY	AMOUNT
<b>A. Replacement Parts for replacing on the existing MS-197 RO trains</b>		<b>\$18,310.00</b>
4" valve with actuator for replacement feed actuated valve : VALVE, BFV - 4 IN, 3L, 120V	2	
2" valve with actuator for replacement reject by-pass valve : VALVE, BALL - ASSY, SVF, 2" FN	2	
3" PVC SCH80 Saddle (3" x 1" Threaded)	8	
1" 90 deg. elbow, PVC (1" MPT x Ins)	12	
Sample valves for replacement on feed, reject, product : VALVE, BALL, PVC -0.25IN, MXF	14	
Membrane feed pressure and interstage gauge : GA, PRESS SPAN - 3.5 IN, SPAN, 100 LB BAR, SS	4	
Reject pressure and feed gauge : GA, PRESS SPAN - 3.5 IN, SPAN, 100 LB BAR, SS	4	
Hour meters: TIMER, DIGITAL - HOUR, 10-80 V	2	
1" unions PVC Sch80 (thread x Slip) : UN, FKM - 1IN, SOC X FPT	6	
4" clamp on saddles (PVC) for chemical injection (1/2" thread) : Saddle, 4" x 1/2T, PVC80	2	
<b>B. Freight estimate to ship to Seadrift Texas for above Parts</b>	<b>Included</b>	
<b>Please Note:</b>		
1. Customer shall be responsible for receiving & freight inspection & claims		
2. Alpha's scope of work shall be limited to parts and components specified on this quote. Any additional material or components or parts or additional labor (if any) determined at time of services due to unforeseen conditions shall be offered at a cost adder. Customer will be notified in advance prior to any such additional scope items for seeking approval.		
<b>OTHER COMMENTS</b>	<b>Subtotal</b>	<b>\$18,310.00</b>
Quotation prepared by: Varkha Agrawal	<b>Taxable</b>	
This Quote is valid for up to 30 days from date of issue unless otherwise stated above. This is a quotation on the goods named, subject to the conditions provided: To accept this quotation, sign here and return:	<b>Tax rate</b>	
Date: _____	<b>Tax due</b>	
	<b>TOTAL</b>	

Following exceptions are taken unless specified in above quotation:  
 Freight\* Unloading & receipt\* Initial set up\* Installation \* Commissioning\* Training\* Interconnecting Piping \* Valves \* Fittings & accessories \*  
 Electrical Wiring \* Cables & Conduit \* Motor Starters \* special hangers & supports\* bypass piping & valves\* Consumables\* Panels \* Permits \*  
 Regulatory fees\* Any Taxes (local, state, federal, foreign) \* Tariffs\* Duties\* Civil Works \* Special Classification & Code Compliances

If you have any questions about this quote please contact Alan Murphy 432-528-4135 or Varkha Agrawal 817-403-3094  
**Thank You For Your Business!**

## **8. Chief of Police:**

Review/Discuss/Take any action on the proposed job description for the Chief of Police. (*Paul Gonzales*)

**POSITION: Chief of Police**

**SUMMARY OF POSITION:**

The Chief of Police oversees all operations and personnel within the department; evaluates and reviews department policies, operations, systems, and utilization of personnel and equipment; responsible for department budget; coordinates training and training schedule; and stays updated with the Fair Labor Standards Act rules and regulations as well as other human resources rules and regulations relating to department personnel.

**ORGANIZATIONAL RELATIONSHIPS:** This position reports directly to the Alderman assigned to the Police Department. Works closely with the Calhoun County Sheriff's Office members and has regular contact with other county departments and officials. This position has frequent contact with other law enforcement agencies, related agencies and organizations and the general public.

**MAJOR DUTIES:**

- Develops, plans and implements department goals and objectives; develops and implements policies and procedures.
- Supervises and participates in the development and administration of the Police Department budget; directs the forecast of additional funds needed for staffing, equipment, materials and supplies; monitors and approves expenditures.
- Oversees investigations of complaints against employees and determines appropriate departmental action, including suspension or termination as appropriate.
- Coordinates department activities with those of other departments and outside agencies or organizations; represents the department at city functions.
- Represents city public safety concerns at all called meetings of the Emergency Operations Center.
- Works with the assigned Alderman and other department heads to assure the proper daily operation of the city and to provide a positive quality of life for residents and visitors.
- Directs, oversees and participates in the development of the department's strategic plan; assigns work activities, projects and programs; monitors workflow; reviews and evaluates work products, methods and procedures.
- Selects, hires, trains, motivates, evaluates and disciplines personnel; provides or coordinates staff training; works with employees to correct deficiencies.
- Confers with citizens and city officials on law enforcement problems and assists in the development of innovative municipal law enforcement policies.
- Provides technical and policy information and assistance to staff members, other City agencies, City boards/committees and citizens.
- Attends and participates in professional groups and committees such as city, county and police conferences and meetings with other public officials.

- Coordinates law enforcement activities with the activities of other city departments and other law enforcement agencies.
- Collects and analyzes performance measures and other data to improve the efficiency and effectiveness of the department and its employees.
- Prepares and submits periodic reports to the assigned Alderman the department's activities and prepares a variety of other reports as appropriate.
- Ensures that protocols concerning confidentiality, security of the workplace and department data are developed, implemented, and maintained.
- Performs related duties.

**KNOWLEDGE AND SKILLS REQUIRED BY THE POSITION:**

- Knowledge of law enforcement, traffic control, crime prevention, criminal investigation, and criminal process and arrest procedures, methods and techniques.
- Knowledge of search-and-seizure laws and methods, and evidence preservation and preservation principles.
- Knowledge of strategic planning, personnel management, and budget management principles.
- Knowledge of relevant laws, ordinances, court procedures, legal precedents, and government regulations.
- Knowledge of program assessment principles.
- Knowledge of management and supervisory principles and practices.
- Skill in the preparation of clear and precise administrative reports.
- Skill in the interpretation and application of federal, state and local laws and regulations.
- Skill in planning, organizing, analyzing, decision making, and problem solving.
- Skill in the use and care of firearms and other standard and specialized equipment.
- Skill in the use of modern office equipment.
- Knowledge of computers and job-related software programs, including, but not limited to, Microsoft Office.
- Skill in public relations.
- Ability to use effective interpersonal relation skills to always maintain professional manner and to work cooperatively with other departments, employees, federal and state agencies, local



officials, and the public.

- Skill in accurate and timely oral and written communication, including complex reports.

**SUPERVISORY CONTROLS:**

The assigned Alderman assigns work in terms of department goals and objectives. The manager reviews work through conferences, reports, and observation of department activities.

**GUIDELINES:**

Guidelines include city and department policies and procedures, Texas codes, the Fair Labor Standards Act, Equal Employment Opportunity Commission regulations, and the Texas Public Information Act. These guidelines require judgment, selection, and interpretation in application. This position develops department guidelines.

**COMPLEXITY/SCOPE OF WORK:**

- The work consists of varied administrative, management, technical and supervisory duties. The broad range of decision-making activities required contributes to the complexity of the work.
- The purpose of this position is to plan, direct, and manage the overall provision of police services to the citizens of the city. Successful performance helps ensure the safety of life and property and results in the enforcement of local, state and federal laws.

**CONTACTS:**

- Contacts are typically with department personnel, other city employees, elected officials, judges, attorneys, business owners, citizens, suspects, representatives of other law enforcement agencies, and members of the media.
- Contacts are typically to give or exchange information, resolve problems, provide services, motivate and direct employees, and settle matters.

**PHYSICAL DEMANDS/WORK ENVIRONMENT:**

- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, stooping, walking, bending or crouching. The employee occasionally lifts light and heavy objects and uses tools or equipment requiring a high degree of dexterity.
- Strenuous physical exertion may sometimes be required.
- The work is typically performed in an office and outdoors, occasionally in cold or inclement weather. The work requires the use of specialized law enforcement equipment.

**MINIMUM QUALIFICATIONS:**

- Experience sufficient to thoroughly understand the diverse objectives and functions of the subunits in the division/department to direct and coordinate work within the division/department, usually interpreted to require three to five years of related experience.
- An equivalent combination of education, training and/or experience may be considered.
- Ability to meet current requirements set forth by the Texas Commission on Law Enforcement.
- Possession of or ability to readily obtain a TCOLE Master Peace Officer certification.
- If applicable, discharge from military service must be under honorable conditions.
- A high school diploma or GED equivalent required by the State of Texas
- An extensive background in law enforcement management and leadership skills plus as least ten (10) years' experience in law enforcement operations and supervision. A bachelor's degree in an appropriate field may be substituted at the discretion of the City Councils.
- The Chief of Police should possess a thorough knowledge of Federal Labor Standards Act.



## **9. RV Ordinance:**

Review/Discuss/Take Action on enforcing the RV Ordinances concerning road-ready condition (Section 3.B) and prohibition of long-term residency without variance (Section 4.D). (*Alysa Jarvis*)

CITY OF SEADRIFT  
ORDINANCE  
BC-RV-01  
Amended

PLACEMENT OF RECREATIONAL VEHICLES

AN ORDINANCE AMENDING THE RV ORDINACE;  
PRESCRIBING RULES AND REGULATIONS REGULATING  
THE PLACEMENT OF RECREATIONAL VEHICLES WITHIN  
THE CITY OF SEADRIFT; PROVIDING APPLICABILITY;  
DEFINITIONS; GENERAL PROVISIONS; PLACEMENT FEES;  
ANNUAL RENEWAL; ADMINISTRATION; VARIANCE AND  
APPEAL; REPEALING CLAUSE; SEVERABILITY CLAUSE;  
PROVIDING PENALTIES FOR VIOLATION OF THIS  
ORDINANCE NOT TO EXCEED THE SUM OF FIVE HUNDRED  
DOLLARS (\$500.00) FOR EACH OFFENSE AND  
ESTABLISHING AN EFFECTIVE DATE.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF SEADRIFT, TEXAS  
THAT THIS ORDINACE IS AMENDED AS FOLLOWS:

**SECTION 1: Applicability**

This ordinance shall apply to all Recreational Vehicles (RV's) as defined herein, including ANSI-Park Model Recreational Vehicles (ANSI-PMRV's) and HUD-Park Model Recreational Vehicles (HUD-PMRV's) that will be or have been placed on private lots within the City of Seadrift.

This Ordinance does not apply to RV Parks nor RV's placed within existing or future RV Parks.

In accordance with the original Manufactured Housing ordinance adopted August 8, 2001, Recreational Vehicles placed BEFORE August 8, 2001 are grandfathered until such time they are moved from their location, for whatever reason, or become uninhabitable and/or abandoned or in such state of disrepair that the percentage of repair is greater than 50%, then at that time they shall fall under the requirements of this Ordinance, the Substandard Ordinance, and any other applicable Ordinances of the City. A few applicable Ordinances: *Mobile Home/Manufactured Housing/Recreational Vehicle Park Ordinance International Building Code, International Residential Code, Flood Damage Prevention Ordinance and any other ordinances or regulations that may be applicable.*

ALL HUD-PMRV's, ANSI-PMRV's and RV's MUST be registered through the Placement Permitting Process UNLESS specifically exempted or re-directed to another placement process by this Ordinance. EXAMPLE: HUD-PMRV's are typically like a Manufactured House, therefore this ordinance directs the owner to utilize the Manufactured Housing Placement Process for this type (Section 3A).

**SECTION 2: DEFINITIONS: For purposes of this ordinance the following definitions apply:**

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the meaning they have in common usage and to give this ordinance it's most reasonable application.

**A.N.S.I.-PARK MODEL RECREATIONAL VEHICLE (ANSI-PMRV):** A structure constructed in accordance with A.N.S.I. Standard A119.5 and designed for short-term, temporary housing and for recreational camping purposes and do not exceed 400 square feet. This type of unit is licensed and titled as a Recreational Vehicle and shall be treated as an RV in accordance with this ordinance. The term ANSI-PMRV can be referenced as RV or vice-versa for purposes of this ordinance.

**AUTHORIZED RECREATIONAL VEHICLE PARK (RV Park):** An area that is authorized and gone through the process of permitting to be used as a RV-Park. RV-Parks in place and operating prior to August 8, 2001 are grandfathered in accordance with the Mobile Home/Recreational Vehicle Ordinance.

**AUTHORIZED MANUFACTURED HOUSING PARK (MH-Park):** A unified development of manufactured housing spaces arranged on a tract of land for the purpose of renting or leasing spaces having gone through the process of permitting to be used as a MH-Park. MH-Parks in place and operating prior to August 8, 2001 are grandfathered in accordance with the Mobile Home/Recreational Vehicle Ordinance.

**BUILDING CODE:** The International Building Code (**IBC**) and International Residential Code (**IRC**) are model building codes developed by the International Code Council (ICC) which the City has adopted.

**H.U.D. CODE PARK MODEL RECREATIONAL VEHICLE (HUD-PMRV):** A structure manufactured on or after June 15, 1976, according to the rules of the United States Department of Housing and Urban Development, transportable in one (1) or more sections, which, in the traveling mode, is eight (8) body feet or more in width or forty (40) body feet or more in length, or, when erected on site, is three hundred twenty (320) or more square feet, which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditioning and electrical systems AND have Wind Zone 2 or 3 certificates. This type of unit may or may not be licensed and titled as a Recreational Vehicle. All HUD-PMRV's are eligible to be placed on property tax rolls. The term HUD-PMRV can be referenced as RV or vice-versa for purposes of this ordinance while remembering the definitions of the different types and the differences between the types.

**LONG TERM:** Shall mean periods of time greater than 30 days.

**RECREATIONAL VEHICLE (RV):** A vehicle that is built on a single chassis, self-propelled or permanently towable by another vehicle and not designed for use as a permanent dwelling. RV's are primarily a temporary dwelling for recreational, camping, travel or seasonal use. Park Models built to the A.N.S.I. A119.5 Standard shall be classified as a Recreational Vehicle for purposes of this ordinance and are licensed and titled as Recreational Vehicles.

**PRIVATELY OWNED PROPERTY:** Individual property that is not a RV-Park or MH-Park.

**SHORT-TERM/TEMPORARY USE:** Short-Term/Temporary Use shall mean a period of time of 30 days or less and will be removed from location after use and not return until the next short-term stay: IE a vacation, weekend, holiday or etc.

**STORED:** For purposes of this Ordinance, Stored means that the RV is kept at the property owner's residence or elsewhere, with no utilities readily available, on standby to be taken elsewhere for a vacation, holidays, weekends or etc. and will return it prepared for another outing.

### **SECTION 3: General Provisions**

A) Approved **HUD-PMRV's** shall be placed in authorized MH-Parks or on privately owned property as a Manufactured Home.

- Only Wind Zone 2 or 3 HUD-PMRV's can be placed in the City.
  - Wind Zone 1 HUD-PMRV's are prohibited.
- HUD-PMRV's shall be subject to the same installation requirements as other HUD Manufactured Housing units, including the requirement to obtain a Manufactured Home Placement Permit.
- HUD-PMRV's placed on privately owned property must be owned by the property owner – the same as required for Manufactured Home Placements.
  - HUD-PMRV's shall not be placed on private property where the owner pays a space rental fee to the property owner, other than in an authorized MH-Park where the owner rents the spaces from the MH-Park owner.

- All HUD-PMRV's installed under this section (A) must meet all additional requirements of the Manufactured Housing Ordinance and Flood Damage Prevention Ordinance.
- When HUD-PMRV's are installed as an ANSI-PMRV/RV then section (B) below applies.

B) An owner of a HUD-PMRV may choose to install it as an RV. BUT THIS IS NOT RECOMMENDED AND SHOULD BE DISCOURAGED. However, if the owner of the HUD-PMRV insists, the HUD-PMRV must be placed as an RV with the required restrictions on privately owned property as a RV. But if placed in a MH-Park it MUST comply with Manufactured Housing requirements – there is no option.

- RV's (and this includes ANSI-PMRV's and HUD-PMRV's for purposes of this section) placed in RV-Parks are subject to the requirements and policies of the RV-Park and any other requirements that may be required of the RV-Park by law, regulation, or ordinance.
- RV's when placed on privately owned property, the owner of the RV shall be the owner of the property (lot) where it is placed and only one RV may be placed per lot. (ALSO see Section 4-D for an additional restriction to placements)
  - RV's shall not be placed on private property where the RV pays a space rental fee other than in a RV-Park.
- All Recreational Vehicles shall be kept licensed and road ready in the event of an evacuation order. *This section has always had the intention and meaning of what it says: All RV's shall be kept LICENSED & ROAD READY in the event of an evacuation order. This language has been in the Placement Ordinance since May 17, 2010 and has always meant the RV should always have a current, valid registration and inspection so it is legal for road travel should an evacuation order is given because RV's will have to be removed from the City as well as the County due to an approaching Tropical Storm or Hurricane.*
- Therefore, in order for the City to adequately monitor this, the following is required on annual renewal:
  - The annual placement renewal will require proof of current, valid registration and inspection to be provided with the renewal – showing that the license registration and inspection is not expired – If done by mail, copies can be sent in with renewal.
  - If the RV's registration/inspection has expired, the owner shall have 45 days to provide a valid, renewed registration and inspection, otherwise the Placement Permit will no longer be valid, and the RV shall be removed within 30 (thirty) days from the Permitted Location and Utilities Disconnected.
    - EXCEPTION to proof of valid license registration and inspection on renewal:
      - Those grandfathered RV's, mentioned in Section 1 and,
      - Since the City did not have this requirement in earlier versions of the RV Placement Ordinance, those RV's, placed on or before August 17, 2010 are also exempt from showing proof of a valid license registration and inspection for renewal.

C) When questions arise regarding Building Codes the adopted IBC & IRC codes shall be consulted as well as applicable ordinances.

**SECTION 4: Placement Permits, Annual Renewal & Late Penalties – HUD-PMRV's, PMRV's & RV's**

A) Placement, Annual Renewal Fees & Late Penalties are shown in Appendix 1 and may be changed from time to time by City Council.

➤ Appendix 1 is adopted, as shown, on adoption of this ordinance.

- Annual Renewal & Fees shall be applicable to ALL PMRV's & RV's, placed as a "RV" regardless of RV type and regardless of when they were placed as shown in Appendix 1.
  - There shall be a penalty assessed on overdue renewals for each month or partial month not paid in accordance with Appendix 1.
  - HUD-PMRV's, when installed as Manufactured Housing, shall not be subject to annual fees, except for the initial Placement Permit Fee which will be the same as a Manufactured House, based on value.

B) When water and/or sewer service is requested to be turned on or when water/sewer taps are requested on vacant lots, requestor shall be asked what the owner plans to place on the lot.

- If the plan is to place a HUD-PMRV, ANSI-PMRV or RV on the lot, then the applicant shall be directed to the Building Department to complete the required Placement Permits for approval and payment of any fees. These permits must be completed, approved and fees paid, before water/sewer services will be installed and/or turned on and/or driveway culverts installed.
- C) ANSI-PMRV's & RV's may be placed temporarily on individual lots, driveways, side yards and etc. for a period not to exceed 30 days for the purposes of housing temporary guests & visitors – a placement permit is not required – with the intention being that the RV is present temporarily and will be removed at the end of the temporary occupancy by the owner of the RV.
- The RV, in this case, need not be owned by the property owner but adhere to the time limit – otherwise the property owner shall be subject to enforcement action if the RV is allowed to remain. *EXAMPLE: A relative or friend has an RV and wishes to come visit for two weeks and arrives and parks their RV in the owner's driveway or pad, to stay in for the visit – When the visit is over, the relative/friend will then leave taking their RV.*
    - If the RV remains beyond 30-days, it will be required to be removed within 30 days and if not removed the property owner on which the RV occupies can be cited for failure to adhere to the requirements of this Ordinance.
  - IF the RV belongs to the property owner and is parked just in the driveway or on the property with no pad or utilities, this is considered stored, and no placement permit is required. HOWEVER, if the property owner has a RV pad with utilities installed specifically for that pad, ANY RV placed there beyond 30 days will automatically be assumed it is there for temporary, periodic occupancy and MUST be Registered through the Placement Permit Process and abide by the requirements of this Ordinance.
- D) ANSI-PMRV's & RV's may be placed temporarily on individual lots for a period not to exceed 90 days for the purposes of vacation, travel, or seasonal use when the owner of the RV is also the owner of the property where the RV is temporarily placed, and no other living structures exists on the property where placed, that provides living quarters.
- Extensions may be granted for winter Texans for an additional 90 days.
- E) ANSI-PMRV's & RV's may be placed temporarily on individual lots for a period not to exceed 180 days for the purposes of housing when a structure is under construction or repair and the owners plan on moving into the permanent structure that is under construction or major repairs.
- Construction of living quarters must begin within 90 days of the Placement Permit date.
  - Extensions may be granted at request of the owner if there are pre-construction delays with plans, actual construction or etc.
  - Extensions may be granted at request of owner if construction is still in progress or evidence that there is on-going construction.
- F) HUD-PMRV's, PMRV's & RV's, shall not be parked or stored in any street or public right-of-way.
- G) ANSI-PMRV's & RV's, shall not be permanently attached to city utilities – flexible lines and hoses only as they are placed only for temporary occupancy and cannot be occupied full-time.
- ALL utilities shall be disconnected with hoses and lines stored when the ANSI-PMRV or RV is unoccupied.
    - Occupancy other than by the owner of the PMRV or RV is prohibited except in (C) above.
  - Sewer taps shall be capped when not in use to prevent rainwater intrusion.
  - With utilities disconnected, hoses/lines stored, sewer line capped, RV is considered "stored".
- H) ANSI-PMRV's & RV's are allowed to be stored on the owner's private property but shall not be attached to city utilities for periodic use at other locations.
- I) HUD-PMRV's shall not be stored on private property, except on a dealer's property for sale.
- It will be expected that HUD-PMRV's moved into the City shall be permanently placed in the City as a Manufactured Home for property tax purposes.



**SECTION 5: Administration**

The Administration of this ordinance shall be by the City Council and Code Enforcement Department (Building Inspector or immediate supervisor) or any other designee as the City Council decrees.

- The Code Enforcement Department shall have the ability to issue reasonable variances on a case by case basis. See below section regarding Variances and Appeals.

**SECTION 6: Variance and Appeal**

When the owner of the HUD-PMRV, PMRV or RV disagrees with a variance issued by the Code Enforcement Department or can show that a provision of this ordinance would cause an unnecessary and extraordinary hardship the owner may appeal to City Council and request a variance:

- A) Any variance authorized by City Council is required to be entered in writing in the minutes of the Council Meeting and the reason which justifies authorizing the variance.
- B) Any variance must be authorized by affirmative vote of not less than four (4) members of the City Council.

**SECTION 7: Penalty for non-compliance**

It shall be a misdemeanor for any person to perform any act prohibited by the terms of this ordinance, or fail to do any act, which is required, and any such violation shall be punished by a fine not to exceed five hundred dollars (\$500.00). Each day or portion thereof that a violation exists shall constitute a separate offense.

**SECTION 8: Repealing Clause**

It is specifically declared to be the intention of the City Council of Seadrift, Texas that sections, paragraphs, sentences, clauses, and phrases of this ordinance are severable and if a phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional or invalid by the valid judgment of decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any unconstitutional or invalid phrase, clause, sentence, paragraph or sections.

**SECTION 9: Ordinances in Conflict**

All previous ordinances or parts of ordinances in conflict herewith are hereby repealed. Parts of ordinances not in conflict and not repealed are retained.

**SECTION 10: Amendments**

This ordinance may be amended, edited and/or changed at any time by action of City Council.

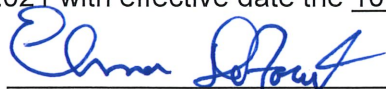
**SECTION 11: Effective Dates**

Adopted May 17<sup>th</sup>, 2010 with effective date on the 24<sup>th</sup> day of May, 2010.


Amended May 7<sup>th</sup>, 2013 with effective date the 15<sup>th</sup> day of May, 2013 with expiration the 14<sup>th</sup> day of May, 2014.

Amended May 6<sup>th</sup>, 2014 with effective date the 14<sup>th</sup> day of May, 2014 with no expiration.

AMENDED AND PASSED this 9<sup>th</sup> day of August, 2021 with effective date the 10<sup>th</sup> day of August, 2021:

  
 \_\_\_\_\_  
 Elmer DeForest  
 MAYOR

ATTEST:

  
 \_\_\_\_\_  
 Gabriela Torres  
 CITY SECRETARY



## APPENDIX 1

### ORDINANCE RV-01 **PLACEMENT OF RECREATIONAL VEHICLES**

#### **PLACEMENT PERMIT FEES, ANNUAL FEES AND PENALTIES** **Effective August 10, 2021**

The City will acquire "Placement Permit Decals/Stickers" for all HUD-PMRV, ANSI-PMRV & RV's to display their Permit Status.

#### **PLACEMENT FEES:**

If a unit is placed without going through the placement process first, the penalty shall be double the required placement permit fees in addition to any penalties assessed for violation of this ordinance.

- **HUD-PMRV – Manufactured Housing Placement Fees** apply as established in the **Building Code Fee Schedules**.
  - This fee is applicable whether placed on Privately Owned Property or in an approved Manufactured Housing Park.
  - If HUD-PMRV is installed as a ANSI-PMRV/RV it shall be permitted as an RV with an Annual Renewal.
- **ANSI-PMRV & RV & HUD-PMRV (as an RV) – \$200.00**
  - This is a one-time fee per unit on initial placement and is not a recurring fee even when unit may be moved in and out.
    - This Placement fee does not apply to ANSI-PMRV's, HUD-PMRV's or RV's in approved RV-Parks.

#### **ANNUAL PERMIT RENEWAL FEES**

- **HUD-PMRV** – None, **IF** unit is permanently installed in accordance with provisions of this ordinance and other applicable ordinances.
- **ANSI-PMRV & RV & HUD-PMRV (as an RV) – \$200.00**
  - The Annual Renewal Fee becomes due January 31<sup>st</sup> each calendar year and becomes delinquent after March 31<sup>st</sup> each year.
    - This annual renewal Placement fee does not apply to ANSI-PMRV's HUD-PMRV's or RV's placed in approved RV-Parks.

#### **DELINQUENT ANNUAL RENEWAL FEE PENALTY**

When paid after March 31<sup>st</sup>.

- **\$200.00**

**Proof of valid registration and inspection renewal is required to renew the annual renewal fee. If renewal is not completed by March 31<sup>st</sup> due to delays in getting a valid, renewed registration/inspection for renewal and the renewal will be delayed past March 31<sup>st</sup>, will require the delinquent annual renewal fee penalty in addition to the normal renewal fee.**

**SEADRIFT PMRV & RV Permits**  
To be placed only on RV's placed within the City on Private Property  
Not required for RV Park Placement.

Stick-on: By peeling off backing                      UV Resistant?  
Background: ORANGE    Numbers: Black    Permit Size: approx: 4" x 4"  
Serial Number: Numbered sequentially IE: begin with 0001 and end with 1000  
Expiration Year: 2 digits: 20 with 3<sup>rd</sup> & 4<sup>th</sup> digit left blank so as to stick on the last digit:

Additionally the below bottom 1" square stickers with font to match the "20" on the large sticker: 250 each of 22, 23, 24 and 25 on rolls or sheets



**1" Square Stickers same font size as the "20" on the big sticker: 250 each of 16, 17, 18 & 19**

## **10. FEMA PA PW 5697 DAC:**

Review/Discuss/Take any action to approve payment of GrantWorks Invoice 90 (*FY 2023 Q4 through FY 2024 Q1*) for \$8,340. (*Hellen Miller with GrantWorks*)



2201 Northland Drive  
Austin, Texas 78756  
(512) 420-0303



Date: September 10, 2024  
Invoice Number: SEADRIFT-PA-90  
Service Period: Oct 2023 to Mar 2024

To: City of Seadrift

INVOICE

Public Assistance

Name	Title	Hourly Rate	Hours	Cost
Helen Miller	Project Manager	\$ 120.00	69.50	\$ 8,340.00
Karen Blaney	Project Manager	\$ 120.00		\$ -
<b>Total this invoice</b>			<b>69.50</b>	<b>\$ 8,340.00</b>

Hours broken down by Project/PW

Project #	EMMIE #	Project	Yr/Quarter	Hrs	Current Invoice
18367	3993	12th-15th St Erosion	23 Q4 and 24 Q1	0.25	\$ 30.00
10633	4157	Bayfront Park Restroom	23 Q4 and 24 Q1	7.00	\$ 840.00
3228	4450	Seawall	23 Q4 and 24 Q1	50.50	\$ 6,060.00
32916	5697	PAAP DAC	23 Q4 and 24 Q1	11.75	\$ 1,410.00
				<b>69.50</b>	<b>\$ 8,340.00</b>

Questions? Please contact Karen Blaney at karenb@grantworks.net or 512-420-0303 ext 304.  
Please submit payment within 30 days.

## **11. GLO CDBG-DR C278:**

Review/Discuss/Take any action to approve Resolution 2024-02 to designate authorized signatories for contractual documents and documents for requesting funds pertaining to the Community Development Block Grant - Disaster Recovery Program (CDBG-DR) Contract Number 20-065-103-C278.

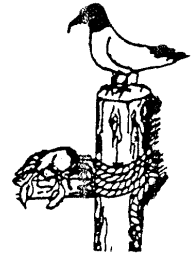


Incorporated December 27, 1912  
www.seadrifftx.org



**CITY OF SEADRIFT**

Post Office Box 159/501 S. Main St.  
Seadrift, Texas 77983  
Tel: (361) 785-2251  
Fax: (361) 785-2208  
seadrift@seadrifftx.org



**RESOLUTION #: 2024-02  
RESOLUTION AUTHORIZING SIGNATORIES**

**A RESOLUTION BY THE CITY COUNCIL OF CITY OF SEADRIFT DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE COMMUNITY DEVELOPMENT BLOCK GRANT - DISASTER RECOVERY PROGRAM (CDBG-DR) CONTRACT NUMBER 20-065-103-C278.**

**WHEREAS**, the City of Seadrift has received a Hurricane Harvey - Infrastructure Community Development Block Grant - Disaster Recovery program award to provide to provide improvements, rehabilitation and repair to specially authorized public facilities, construct water facilities, improve sewer facilities, and improve fire protection facilities and equipment; and

**WHEREAS**, it is necessary to appoint persons to execute contractual documents and documents requesting funds from the Texas General Land Office and;

**WHEREAS**, an original signed copy of the CDBG-DR Depository/Authorized Signatories Designation Form is to be submitted with a copy of this Resolution, and;

**WHEREAS**, the City of Seadrift acknowledges that in the event that an authorized signatory of the City changes (elections, illness, resignations, etc.) the City must provide CDBG-DR with the following:

- a resolution stating who the new authorized signatory is (not required if this original resolution names only the title and not the name of the signatory); and
- a revised CDBG-DR *Depository/ Authorized Signatories Designation Form*.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SEADRIFT, TEXAS, AS FOLLOWS:**

**SECTION 1:** The Mayor, Mayor Pro Tem, and City Secretary are authorized to execute contractual documents between the Texas General Land Office and the City for the Hurricane Harvey - Infrastructure Community Development Block Grant Disaster Recovery Program.

**SECTION 2:** The Mayor, Mayor Pro-Tem, and City Secretary are authorized to execute the *State of Texas Purchase Voucher* and *Request for Payment Form* documents required for requesting funds approved in the Hurricane Harvey - Infrastructure Community Development Block Grant Disaster Recovery Program.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF SEADRIFT, TEXAS,**  
on \_\_\_\_\_, 2024.

**APPROVED:**

\_\_\_\_\_  
Mayor Pro Tem

**ATTEST:**

\_\_\_\_\_  
City Secretary

## **12. TDA-TX-CDBG 2025-2026**

### **Community Development Application – Grant Administrator Selection:**

Review/Discuss/Take any action to select a grant administrator firm to apply for the Texas Community Development Block Grant with the Texas Department of Agriculture.





### **13. City Auditor Selection:**

Review/Discuss/Take any action to select an auditing firm for auditing services for the City of Seadrift's 2023-2024 fiscal year.

#13. City Auditor Selection

Auditing Firm	Proposal Submitted	Deadline for Bids	Cost Proposal		
			Fiscal Year Audit	Single Audit	Total Cost
Carr, Riggs & Ingram, LLC	8/9/2024, @ 2:00 PM	08/09/2024 @ 4:00 PM	\$44,500.00	\$5,500.00	\$50,000.00
P. Andrew Hall, LLC	<del>08/09/2024 @ 4:12 PM</del>	<del>08/09/2024 @ 4:00 PM</del>	\$37,500.00	\$6,500.00	\$44,000.00
Goldman, Hunt & Notz, LLP	08/01/2024 @ 5:19 PM	08/09/2024 @ 4:00 PM	\$18,000.00	\$22,000.00	\$40,000.00
Harrison, Waldrop & Uherek, LLP	No Bid Submitted	08/09/2024 @ 4:00 PM	n/a	n/a	n/a
S. Noel Sndeker II	No Bid Submitted	08/09/2024 @ 4:00 PM	n/a	n/a	n/a
Bumgardiver Morrison & Co LLP	No Bid Submitted	08/09/2024 @ 4:00 PM	n/a	n/a	n/a
Rolloff, Hnatek & Co LLP	No Bid Submitted	08/09/2024 @ 4:00 PM	n/a	n/a	n/a

#### **14. Seadrift Chamber of Commerce:**

Review/Discuss/Take any action to authorize a one-day beer and wine license for a softball tournament held on October 12, 2024, by the Seadrift Chamber of Commerce. (*Lacey Vasquez*)

#### **15. Pickleball Equipment:**

Review/Discuss/Take any action on acquiring pickleball equipment for community use on the city's basketball court. (Debbie Head)



## **16. Executive Session.**

At any time during the Regular Meeting, the City Council may adjourn into an Executive Session as needed on any of the foregoing or following agenda items for one or more of the purposes authorized by the following sections of the Texas Government Code: section 551.074 for discussion of possible personnel action regarding the Harbor Master, and section 551.071 for consultation with the city attorney regarding pending or contemplated litigation and/or any matter in which the attorney's duty to the City of Seadrift under the Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with discussion in an open meeting.

## **17. Action on Executive Session Items.**

The City Council will reconvene into an open session and take action on any items discussed in the Executive Session.

- a. Harbor Master:** Consider/Review/Take any action on any disciplinary action to the Harbor Master Chris Ingram.



## **18. Adjournment**