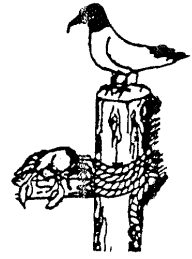




**CITY OF SEADRIFT**  
Post Office Box 159/501 S. Main St.  
Seadrift, Texas 77983  
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[seadrift@seadrifttx.org](mailto:seadrift@seadrifttx.org)



# **CITY OF SEADRIFT**

## **MAY 13, 2025**

### **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.seadrifttx.org](http://www.seadrifttx.org)**



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POSTED

MAY 09 2025

CITY SECRETARY

### 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.

#### WORK SESSION AGENDA

**TUESDAY, MAY 13, 2025, AT 5:30 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 **Work Session** before the **Regular Meeting** on **Tuesday, May 13, 2025**, beginning at **5:30 PM** at the **Seadrift City Hall, Council Chambers, 501 S. Main St., Seadrift, TX 77983**, for the purpose of allowing the City Council to study, gather information, and discuss items. *No action will be taken during the Work Session.*

#### REGULAR MEETING AGENDA

**TUESDAY, MAY 13, 2025, 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, May 13, 2025**, 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 presiding officer during the meeting.*

**1. Call Meeting to Order**

- a. Roll Call and Certification of Quorum
- b. Invocation & Pledge of Allegiance

**2. Consent Agenda:** Approve the previous month's meeting minutes and approve bills.

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

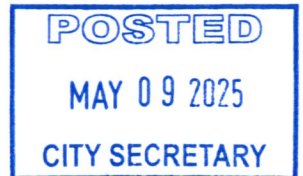
**4. Citizen Comments.** Rules for speakers: Speakers must sign up using the Comment Form before the City Council meeting. Speakers have an allotted time of 3 minutes to speak, but those needing a translator will be allocated 6 minutes. Speakers will need to approach the podium and state their names. 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. Individuals wishing to speak during Citizen Comments must sign up before the meeting. Comment Forms can be found at Seadrift City Hall, before the meeting in the Council Chambers, or on the City's website at <https://seadrifftx.org/minutes-and-agendas>. Comment forms must be turned in and received by City Staff, before the Call to Order at the Council Meeting.

**5. Wastewater Treatment Plant** – Take any action to approve plans for a new chlorine contact chamber at wastewater treatment and authorize advertising for bids. (*John Mercer w/ Lynn Engineering*)



**CITY OF SEADRIFT – May 13, 2025, CITY COUNCIL MEETING**

6. **Request for Setback Variance** – Take any action regarding a request on a variance regarding setback requirements for 608 S. Main St. (*Chad Davidson*)
7. **Vacate Block 189, Lots 7 through 12** – Take any action on a petition to vacate a portion of Railroad behind 502 N. 5<sup>th</sup> St. (*Jacqueline McNary*)
8. **Request for Payment Plan for City Utilities** – Take any action to approve or deny a request for a payment plan from a resident for City utilities. (*Tracey Johnson*)
9. **Sealed Bids for Fig Street** – Take any action for the sale of a portion of the unimproved Fig Street between Highway 185 and the bayou. (*Tracey Johnson*)
10. **TCEQ RESTORE 582-22-33342** - Take any action to approve payment when funds are available for:
  - a. Pay Application #4 for \$44,100.
  - b. Pay Application #5 (FINAL) for \$24,450.50
11. **GLO Citywide Drainage Project 22-085-070-D328** – Take any action to approve payment when funds are available for:
  - a. Pay Application #12 for \$170,647.55
  - b. Pay Application #13 for \$368,585.75
12. **Code Enforcement**
  - a. Take any action to approve the job description for a Code Enforcement Officer. (*Paul Gonzales*)
  - b. Take any action on the appointment of a Code Enforcement Officer. (*Paul Gonzales*)
13. **Amendment to Outdoor Burning Ordinance EN-02** – Take any action to amend Section 3 of the EN-02 Ordinance and the Burn Permit form to allow more time for inspections of burn piles. (*Paul Gonzales*)
14. **Municipal Court Clerk** (*Tracey Johnson*)
  - a. Take any action on the job description for the Municipal Court Clerk.
  - b. Take any action to appoint a Municipal Court Clerk and set a pay rate.
15. **City Bookkeeper**
  - a. Take any action to approve a job description for the City Bookkeeper.
  - b. Take any action on the creation of a new position for City Bookkeeper, and to be funded by dissolving the Asst. Clerk position (Line Item 20) and funds from the City Secretary's salary (Line Item 22).
16. **Amendment to Mayor & City Council Pay Policy** – Take any action to approve an amendment to eliminate the extra pay for Public Officials and any other changes necessary for legal compliance.
17. **Executive Session** – At any time the City Council may adjourn into an Executive Session as needed on any of the foregoing and following agenda items for one or more of the purposes authorized by Chapter 551 of the Texas Government Code, in accordance with the authority contained in the following sections:
  - a. **Section 551.071 (Attorney Consultation)** for consultation with the City Attorney regarding pending employment 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.
18. **Action on Executive Sessions Items** – The City Council will reconvene into an open session and take any action on any items discussed in the Executive Session.
19. **Adjournment**



**CITY OF SEADRIFT – May 13, 2025, CITY COUNCIL MEETING**

**CERTIFICATION**

I certify that a copy of the Notice of Meeting was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, [www.seadrifttx.org](http://www.seadrifttx.org), in compliance with Chapter 551, Texas Government Code.

Signature: *Jacey Johnson Martha-Tew* Date Posted: *05/09/2025 @ 12:40 P.M.*  
~~Gabriela Torres, City Secretary~~ *Date and Time*

The Seadrift City Hall Council Chambers are wheelchair-accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the City Secretary's Office at (361) 785-2251 or email [g.torres@seadrifttx.org](mailto:g.torres@seadrifttx.org), two working days prior to the meeting for appropriate arrangements.





**1. Call Meeting to Order**

**a. Roll Call and Certification of Quorum**

**b. Invocation & Pledge of Allegiance**

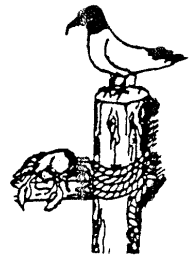
**2. Consent Agenda:** Approve the previous month's meeting minutes and approve bills.



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### Public Officials

**Mayor**  
n/a

**Mayor Pro-Tem & Alderperson**  
Tracey Johnson, Public Utilities

**Alderman**  
Kenneth Reese  
*Parks and Recreation*

**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

### Work Session

The Seadrift City Council met in a Work Session on April 8, 2025, at the City Hall Council Chambers located at 501 S. Main St., Seadrift, TX 77983. The purpose of the work session is to allow the City Council the opportunity to study, gather information, and discuss items.

*Mayor Pro-Tem Johnson opened the Work Session at 5:30 P.M.*

No action is taken during the Work Session.

*Mayor Pro-Tem Johnson closed the Work Session at 5:55 P.M.*

### Regular Meeting

The Seadrift City Council met in a Regular Meeting on April 8, 2025, at the City Hall Council Chambers located at 501 S. Main St., Seadrift, TX 77983.

*Mayor Pro-Tem Johnson called the meeting to order at 6:00 P.M.*

#### 1. Call Meeting to Order

- a. **Roll Call and Certification of a Quorum:** 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.
- b. **Invocation & Pledge of Allegiance**  
Becky Gray gave the invocation and Mayor Pro-Tem Johnson led the Pledge of Allegiance.

#### 2. Consent Agenda

**Motion:** Alderperson Gonzales made the motion to approve the consent agenda. Alderperson Reese seconded the motion.

**Vote:** The motion passed unanimously 5-0.

**3. Department Head Monthly Reports**

**a. Public Utilities**

Public Works Director Thomas “Geno” Abshier stated that they are working on fixing leaks to try to save as much water as they can. He commented that they found some electrical issues, but they have been resolved. A pump was pulled out to be sent in and repaired. At the Water plant, they will look into possibly getting VFDs because some of the pressure tanks are in need of some repair. VFDs will also need to be on distribution pumps, but they have two online, always running, as required by TCEQ. This is a priority since it has been a while since the tanks were inspected. Geno asked everyone to bear with them as they get caught up and straighten up what they can.

Mayor Pro-Tem Johnson stated that there were some complaints on Facebook from two different citizens in East Dallas and West Dallas. Rene with Rene’s Water Operations was asked to go out and test both sites. The test results came back perfect, and the water pressure was great.

**b. Public Safety**

Alderpersion Gonzales stated that he had been working with the Fire Department regarding getting a Fire Marshal Ordinance moving forward and appointing a fire marshal to help with burn permits.

Chief of Police Cheyenne Beaver read the monthly Police Department report for March 2025 with 138 calls for services this month for the SPD; of those calls there were 33 extra patrols, 37 traffic stops, 15 reports, and 7 arrests made by the SPD. There were 94 calls for service done by CCSO in Seadrift; 25 were for extra patrols. There were 5 EMS calls of which SPD responded to 3. There were 2 fire calls, of which SPD responded to 2.

**c. Municipal Harbor**

Alderpersion Mikolas thanked Harbor Master Chris Ingram for putting in the wooden bollards in the parking area in the Municipal Harbor.

Alderpersion Jarvis stated that she would be following up with Matt Glaze of Urban Engineering regarding the portion of the bulkhead that is bowing out.

**d. Streets & Drainage**

Alderpersion Jarvis stated that Brian Kramer was no longer with Lynn Engineering and that the project manager will be John Mercer. The project is within 30 to 60 days of completion, except for the final tie-in on 9<sup>th</sup> Street. There was significant rain, and it showed how well, or not well, the drainage project is working. Washington, Baltimore, and Dallas are holding water right now, but that is due to not yet being tied into 9<sup>th</sup> Street. Alderpersion Jarvis stated that they have not forgotten about the people on West Toledo. She stated that they had spoken with a GLO representative regarding adding that area to the grant project. Since it would increase the scope of the project, the City would have to have mitigating circumstances to be able to add this area. The City will have to either find another grant or work within the City’s budget to get it engineered and planned out.

Alderpersion Jarvis stated that she had asked Chief Beaver to create a list of streetlights that were out while they were patrolling. She thanked them for creating that list.

**e. Solid Waste**

Alderpersion Jarvis stated that the Solid Waste Crew did their routine pickups, vehicles are washed every week, pressure washed returned totes, picked up paid pickups for the roll-off, picked up the fish remains from the fish cleaning table, removed lights from water building office, had 2 flats repaired on the garbage truck, brush area now open to the public, cleared area at Gates Road for brush site, removed junk next to mechanic shop, had 9 special pickups for March.

**f. Parks & Recreation, and Civic Functions**

Alderpersion Reese stated that the Westend Project was still ongoing. He stated that the restrooms looked good.



## City of Seadrift – April 8, 2025, Regular Meeting Minutes

Mayor Pro-Tem Johnson stated that they have tried getting people to go out to look at the electrical issue at the ballpark. They have had some contractors come out and give bids.

### g. City Hall Administration

Mayor Pro-Tem Johnson read the monthly permit report for March 2025 created by Building Inspector Boyd Staloch for: 1 permits for building construction with a tax valuation increase of \$21,000, 2 permits for repair/remodel with a tax valuation increase of \$49,000, 2 permits for placement/RV/carport/portables with a tax valuation increase of \$24,000, 1 permit for fencing with a tax valuation increase of \$600, 1 permit for demolition with a tax valuation decrease of \$10,000, and a total gross property increase of \$84,600.

Mayor Pro-Tem Johnson moved to Agenda Items 5 & 6.

### 5. Proclamation for Child Abuse Awareness and Prevention Month

Maria Walton, Executive Director with the Harbor Children's Alliance and Victim Center in Port Lavaca, gave a presentation regarding Child Abuse Awareness and Prevention Month.

**Motion:** Alderperson Jarvis made the motion to adopt a proclamation making April Child Abuse Prevention Month. Alderperson Gonzales seconded the motion.

**Vote:** The motion was carried unanimously 5-0.

### 6. Proclamation for Sexual Assault Awareness Month

Jennifer Han, Director of Programs with the Harbor Children's Alliance and Victim Center in Port Lavaca, gave a presentation regarding Sexual Assault Awareness Month.

**Motion:** Alderperson Jarvis made the motion to adopt a proclamation making April Sexual Assault Awareness Month. Alderperson Gonzales seconded the motion.

**Vote:** The motion was carried unanimously 5-0.

### 4. Citizen Comments

- Tanya Cunningham commented that she understood the need for a Police Secretary, but did not think it needed to be a full-time job. Tanya Cunningham commented that if the code enforcement was going to be under the police department, could both positions be combined? Regarding Agenda Item 19, it has been said that the City does not have the funds to repair streets, so how can they justify the need for a full-time employee?

Alderperson Jarvis commented that the job description essentially creates a job that can be potentially funded in the next budget cycle.

- Stacy Kirkham commented that Seadrift Community Service Club will be sponsoring a Q&A and meet-and-greet for the Hospital District, CCISD candidates, and the City Council election. April 21<sup>st</sup> will be their next club meeting, and on April 26<sup>th</sup> they will be at Market Days for a drawing to help raise money for the club. The Service Club is always looking for volunteers, and their next project is painting the community center.
- Lori Thomas commented on Agenda Item 12 and asked how the City can sell something that was given to them. Agenda Item 13, Lori Thomas asked if the City had gotten other quotes besides Service Supply. Agenda Item 16, Lori Thomas commented that the City was a general law, and if they passed that policy, it could put the City into a home rule law. Agenda Item 20, Lori Thomas commented that there is no red line on the budget, so she has no idea what changes are being made. Agenda Item 22, Lori Thomas asked if the dirt pile was purchased by the County.
- Mike McGuire submitted written comments for Agenda Items 3, 14, 15, and 16. Written comments are attached.

## City of Seadrift – April 8, 2025, Regular Meeting Minutes

### 7. Falcon Point Pump Repair

**Motion:** No action was taken.

### 8. In the Oaks Subdivision Tap Allocation

**Motion:** No action was taken.

### 9. Building Permit Variance Request for 414 S. Main St.

**Motion:** Alderperson Jarvis made the motion to approve a variance request from the property owner on 414 S. Main St. for an extension variance for a front porch. Alderperson Mikolas seconded the motion.

**Vote:** The motion was carried unanimously 5-0.

### 10. Replat Request for Block 24, Lots 8 & 9

**Motion:** Alderperson Jarvis made the motion to approve the final survey to replat Block 24, Lots 8 and 9 as presented. Alderperson Gonzales seconded the motion.

**Vote:** The motion was carried unanimously 5-0.

### 11. Wounded Warriors Donation

**Motion:** Alderperson Jarvis moved to sponsor the Wounded Warriors with a contribution of \$4,000 for the year 2026. Alderperson Reese seconded the motion.

**Vote:** The motion was carried unanimously 5-0.

### 12. Surplus and Sale of Equipment

**Motion:** Alderperson Jarvis made the motion to declare the 1995 Trailer and the 1997 New Holland Tractor as surplus by resolution. Alderperson Gonzales seconded the motion.

**Vote:** The motion was carried unanimously 5-0.

### 13. Service Supply Quote

Geno Abshier, Public Works Director, stated that the invoice presented from Service Supply was to restock supplies for inventory. Alderperson Jarvis suggested giving a budget for supplies to restock the inventory. No action will be taken, but it will be discussed at the next Council meeting.

**Motion:** No action was taken.

### 14. Amendment to Employee Handbook

#### a. Director Vehicles

**Motion:** No action was taken.

#### b. Hiring and Firing Authority

**Motion:** Alderperson Gonzales made the motion to approve an amendment giving the hiring and firing authority to the Department Heads with provisions. Alderperson Johnson seconded the motion.

**Vote:** The motion failed with a vote of 2-3-0. Ayes: Tracey Johnson and Paul Gonzales; Nays: Kenneth Reese, Johnny Mikolas, and Alysia Jarvis; Absent/Abstain: None.

### 15. Amendment to Ordinance WW02 Water & Wastewater Extensions

**Motion:** No action was taken.

## City of Seadrift – April 8, 2025, Regular Meeting Minutes

### 16. Public Officials Decorum and Procedures Policy

A policy regarding Public Officials Decorum and Procedures was presented to the City Council for review. Mayor Pro-Tem Johnson asked the City Council to review the policy and provide any feedback/changes to the City Secretary, Gabriela Torres.

**Motion:** No action was taken.

### 17. Police Secretary Job Description

**Motion:** Alderperson Reese made the motion to approve the job description for the position of Police Secretary. Alderperson Gonzales seconded the motion.

**Vote:** The motion was carried unanimously 5-0.

### 18. Code Enforcement Job Description

**Motion:** No action was taken.

### 19. Streets Maintenance Technician Job Description

Alderperson Jarvis stated that the job description was for the creation of the job. Alderperson Jarvis clarified that the creation of the position does not fund it; funding may occur in the next budget cycle. Alderperson Jarvis explained that the Public Works Director is the point of contact for all work orders concerning streets and culverts. This position would assist him, but this position would still be supervised by the Public Works Director. This position can also be pulled to assist the Utility Crew when needed.

**Motion:** Alderperson Gonzales made the motion to not approve the 19. Streets Maintenance Technician Job Description. Alderperson Reese seconded the motion.

**Vote:** The motion was carried 3-2. Ayes: Paul Gonzales, Kenneth Reese, Johnny Mikolas; Nays: Tracey Johnson, Alysa Jarvis; Absent/Abstain: None.

### 20. Budget Amendment

#### c. Police Secretary Position Funding

**Motion:** Alderperson Gonzales made the motion to move funds from Line Item 21 (Asst. Clerk 2 Position) into the Public Safety Budget as a Police Secretary position. Alderperson Reese seconded the motion.

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

#### d. Police Secretary Position

**Motion:** Alderperson Gonzales made the motion to move \$3,120 from Line Item 66 (Police Lieutenant) into the Police Secretary position to raise the pay to \$17/hour.

**Vote:** Motion dies due to lack of a second.

#### e. Utility Maintenance Technician Position (formerly the Mechanic Positions)

**Motion:** Alderperson Gonzales made the motion to move the Mechanic position into the Public Works Department as a Utility Maintenance Technician Position after the contract with Rene's Water Operations ends. Alderperson Jarvis seconded the motion.

**Vote:** The motion was carried unanimously 5-0.

### 21. Wastewater Treatment Plant & SSW Building

**Motion:** Alderperson Reese made the motion to approve getting bids for electrical work to be done at the Wastewater/SSW building. Alderperson Jarvis seconded the motion.

**Vote:** The motion was carried unanimously 5-0.



## City of Seadrift – April 8, 2025, Regular Meeting Minutes

### 22. Dirt Pile behind Train Depot

**Motion:** Alderperson Gonzales made the motion to approve the removal and sale of the dirt behind the Train Depot, and to delegate Alderperson Jarvis to delegate or devise a procedure. Alderperson Jarvis seconded the motion.

**Vote:** The motion was carried unanimously 5-0.

*Open Meeting closed at 9:04 PM. The City Council convened into an Executive Session at 9:10 PM.*

### 25. Executive Session

At 9:10 PM, the City Council closed the open meeting into an Executive Session under Section 551.071 for Attorney Consultation.

*Executive Session closed at 9:35 PM. The Open Meeting was reconvened at 9:37 PM.*

### 23. FEMA Seawall Restoration Project

#### f. G&W Engineers

**Motion:** Alderperson Gonzales made the motion to approve payment to SR Trident and G&W Engineers for remaining invoices from the Seawall Restoration Project from Harbor Funds.

Alderperson Gonzales made the motion to amend his previous motion to approve payment to SR Trident and G&W Engineers for remaining invoices from the Seawall Restoration Project from Harbor Funds, and funds to be paid back. Alderperson Reese seconded the motion.

**Vote:** The motion was carried unanimously 5-0.

#### g. SR Trident

**Motion:** Alderperson Jarvis moved to approve the payment of interest on the overdue invoices from SR Trident for the Seawall Restoration Project, with any reimbursable interest to be received from FEMA. Alderperson Reese seconded the motion.

**Vote:** The motion was carried unanimously 5-0.

### 24. GLO 20-065-103-C278 Water Storage Tank

**Motion:** Alderperson Jarvis made the motion to reallocate the remaining funds from the C278 Grant Project to replace the Water Storage Tank with a new one. Alderperson Gonzales seconded the motion.

**Vote:** The motion passed with a vote of 4-1. Ayes: Tracey Johnson, Alysia Jarvis, Kenneth Reese, and Johnny Mikolas; Nays: Kenneth Reese; Absent/Abstain: None.

### 26. Adjournment

**Motion:** Alderperson Jarvis made the motion to adjourn the meeting. Alderperson Gonzales seconded the motion.

**Vote:** The motion passed unanimously 5-0.

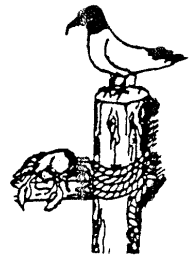
*The meeting adjourned at 9:40 p.m.*



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### Public Officials

**Mayor**  
n/a

**Mayor Pro-Tem & Alderperson**  
Tracey Johnson, Public Utilities

**Alderman**  
Kenneth Reese  
*Parks and Recreation*

**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

### Work Session

The Seadrift City Council met in a Work Session on April 15, 2025, at the City Hall Council Chambers located at 501 S. Main St., Seadrift, TX 77983. The purpose of the work session is to allow the City Council the opportunity to study, gather information, and discuss items.

*Mayor Pro-Tem Johnson opened the Work Session at 5:30 P.M.*

No action is taken during the Work Session.

*Mayor Pro-Tem Johnson closed the Work Session at 5:57 P.M.*

### Special Meeting

The Seadrift City Council met in a Special Meeting on April 15, 2025, at the City Hall Council Chambers located at 501 S. Main St., Seadrift, TX 77983.

*Mayor Pro-Tem Johnson called the meeting to order at 6:00 P.M.*

#### 1. Call Meeting to Order

- a. **Roll Call and Certification of a Quorum:** 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.
- b. **Invocation & Pledge of Allegiance**  
Beverly Smith gave the invocation and Mayor Pro-Tem Johnson led the Pledge of Allegiance.

#### 2. Citizen Comments

- Lori Thomas asked if the design for the water tower was for the grant. Alderperson Jarvis stated that the engineer for the project asked for the design, so that it could be sent out with the bids.
- Christy Kossor's written comments are attached.

## City of Seadrift – April 8, 2025, Regular Meeting Minutes

### 3. Budget Amendment

#### a. Police Secretary Pay

**Motion:** Alderperson Gonzales made the motion to move \$3,120 from Line 70 Comp Time to raise the pay for the Police Secretary to \$17/hour. Alderperson Reese seconded the motion.

**Vote:** The motion failed with a vote of 2-3. Ayes: Paul Gonzales, Kenneth Reese; Nays: Tracey Johnson, Alysia Jarvis, Johnny Mikolas; Absent/Abstain: None.

#### b. Inventory Budget for Public Works

**Motion:** Alderperson Jarvis made the motion to move \$20,000 from Line # 172 to the Public Works Department to purchase inventory. Alderperson Gonzales seconded the motion.

**Vote:** The motion passed unanimously 5-0.

### 4. Water Tower Project – Design

**Motion:** Alderperson Jarvis made the motion to approve the design presented with revisions. Alderperson Mikolas seconded the motion.

**Vote:** The motion passed unanimously 5-0.

### 5. Adjournment

**Motion:** Alderperson Jarvis made the motion to adjourn the meeting. Alderperson Gonzales seconded the motion.

**Vote:** The motion passed unanimously 5-0.

*The meeting adjourned at 6:31 p.m.*



## Unpaid Bills Detail

	Date	Num	Open Balance
<b>Ace Hardware</b>			
	05/07/2025	inv#198669	\$ 527.06
	05/07/2025	inv#198720	\$ 428.23
Total Ace Hardware			\$ 955.29
<b>ACT Pipe &amp; Supply</b>			
	05/07/2025	S101214297.001	\$ 71.73
	05/07/2025	S101241297.002	\$ 373.13
Total ACT Pipe & Supply			\$ 444.86
<b>AFLAC</b>			
	05/07/2025	inv#788691	\$ 199.00
Total AFLAC			\$ 199.00
<b>Bayside Express</b>			
	05/07/2025	277	\$ 25.96
Total Bayside Express			\$ 25.96
<b>BULLCHASE, INC.</b>			
	05/07/2025	B486639538	\$ 469.24
	05/07/2025	invB491890779	\$ 234.62
	05/07/2025	inv#B483483559	\$ 209.67
	05/08/2025	inv#B495545247	\$ 192.10
Total BULLCHASE, INC.			\$ 1,105.63
<b>FRONTIER</b>			
	05/07/2025	2100196248004805	\$ 13.60
	05/07/2025	21001962470904805	\$ 11.00
Total FRONTIER			\$ 24.60
<b>GEXA ENERGY</b>			
	05/07/2025	electric bills	\$ 5,566.70
Total GEXA ENERGY			\$ 5,566.70
<b>Infinium</b>			
	05/07/2025	inv#107506	\$ 150.00
Total Infinium			\$ 150.00
<b>LOCAL IT SOLUTIONS</b>			
	05/07/2025	inv#2169	\$ 605.00
Total LOCAL IT SOLUTIONS			\$ 605.00
<b>NATIONAL BUGMOBILES,INC.</b>			
	05/07/2025	20093386	\$ 100.00
Total NATIONAL BUGMOBILES,INC.			\$ 100.00
<b>Pace Analytica Services. LLC</b>			
	05/07/2025	inv#25751819482-S	\$ 1,061.70
Total Pace Analytica Services. LLC			\$ 1,061.70
<b>Quill.Com</b>			
	05/07/2025	inv#43766553	\$ 19.03

	<b>Date</b>	<b>Num</b>	<b>Open Balance</b>
	05/08/2025	inv#43888042	\$ 558.59
Total Quill.Com			\$ 577.62
<b>RS Americas, Inc.</b>			
	05/02/2025	inv#9020723644	\$ 968.04
Total RS Americas, Inc.			\$ 968.04
<b>Service Supply</b>			
	05/05/2025	Inv#701263036	\$ 3,512.31
Total Service Supply			\$ 3,512.31
<b>T-Mobile</b>			
	05/08/2025	inv#552117678	\$ 193.95
Total T-Mobile			\$ 193.95
<b>USA Bluebook</b>			
	05/08/2025	inv#00694282	\$ 144.19
	05/08/2025	inv#00694331	\$ 202.99
Total USA Bluebook			\$ 347.18
<b>Zoro Tool, Inc.</b>			
	05/02/2025	inv#16220188	\$ 1,181.99
Total Zoro Tool, Inc.			\$ 1,181.99
<b>TOTAL</b>			<b>\$ 17,019.83</b>

Fund: General Fund  
Department: Revenue

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
1	Franchise Tax	\$40,000.00	\$25,005.67	\$2,743.63
2	Property Taxes (Delinquent, Penalties, and Interest)	\$30,000.00	\$21,373.32	\$2,006.65
3	Property Taxes - M&O <b>\$0.4200/100</b>	\$471,918.99	\$485,184.19	\$10,158.84
4	Property Taxes - Streets & Drainage	\$0.00	\$0.00	
5	Property Taxes - Debt Rate <b>\$0.1853/100</b>	\$208,206.17	\$214,029.24	\$4,481.37
6	Sales Tax	\$300,000.00	\$183,722.86	\$21,986.27
7	Donations	\$0.00	\$0.00	
8	Municipal Court Fines Collected	\$25,000.00	\$0.00	
9	Animal Control Fees Collected	\$10,000.00	\$13,656.00	
10	Dog Impound Fees	\$0.00	\$0.00	
11	Interest Income	\$1,500.00	\$3,096.60	\$579.99
12	Dog Tags	\$0.00	\$0.00	
13	Alcohol Licenses	\$1,000.00	\$450.00	\$350.00
14	Building Permits	\$15,000.00	\$5,521.00	\$484.00
15	Culvert Permits	\$20,000.00	\$2,723.80	\$600.00
16	Dance Hall & Pool Table Permits	\$137.50	\$0.00	
17	Golf Cart Permits	\$2,500.00	\$1,332.50	\$192.50
18	Peddler Permits & Mobile Food Truck Permits	\$300.00	\$2,000.00	
19	RV Renewal Permits	\$13,500.00	\$9,400.00	\$1,500.00
20	Hotel/Motel & RV Park Occupancy Fees	\$2,000.00	\$0.00	
21	Miscellaneous Income	\$1,000.00	\$83.66	
22	Vehicle Storage/Towing/Impoundment Fees	\$0.00	\$0.00	
23	AD Powers Pavilion Rental	\$0.00	\$200.00	
24	Civic Center Rental	\$1,500.00	\$200.00	
25	Train Depot Museum Center - Visitor Fees	\$0.00	\$0.00	
26	Street & Drainage Estimates - Customer Paid	\$0.00	\$0.00	
27	Property Cleanup - Lien Payments	\$0.00	\$0.00	
28	TML Reimbursement - Tahoe Fire	\$14,000.00	\$0.00	
29	One-Time Loan from Contingency Funds	\$11,437.00	\$0.00	
30	Police Cont. Edu. Reimbursement	\$1,500.00	\$1,671.61	
<b>Total General Fund Revenue:</b>		<b>\$1,170,499.66</b>	<b>\$969,650.45</b>	<b>\$45,083.25</b>

Fund:  
Department: Gifts & Donations

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
31a	Blue Santa Event 12-07-2024 (Remaining Funds)		\$154.79	
31b			\$0.00	
31c			\$0.00	
31d			\$0.00	
<b>Total General Fund Revenue:</b>		<b>\$0.00</b>	<b>\$154.79</b>	<b>\$0.00</b>

Fund:  
Department: Grant Revenue

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
32a	Federal Funds		\$2,884,408.39	\$508,536.08
32b	State Funds		\$69,081.93	
32b	DOW Chemical Foundation - Combined Dispatch Center Support (3 Yrs.)		\$15,000.00	
<b>Total General Fund Revenue (Not included in totals):</b>		<b>\$0.00</b>	<b>\$2,884,408.39</b>	<b>\$508,536.08</b>

Fund: Utility Fund  
Department: Revenue

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
33	Water Charges (Variable by consumption)	\$450,111.00	\$261,592.92	\$39,869.96
34	Water Tap Fees	\$24,500.00	\$14,000.00	
35	Regulatory Fees to TCEQ	\$11,000.00	\$6,320.00	\$923.00



36	Sewer Charges	\$214,000.00	\$130,332.55	\$19,364.45
37	Sewer Tap Fees	\$15,000.00	\$14,000.00	
38	Sewer Extension Projects (Customer Paid)	\$0.00	\$0.00	
39	WWTP Monthly Assessment	\$106,524.00	\$64,757.00	\$9,240.00
40	Angeli Subdivision		\$0.00	
41	Angeli Subdivision - Water Taps	\$0.00	\$0.00	
42	Angeli Subdivision - Sewer Taps	\$0.00	\$0.00	
43	Falcon Point Subdivision		\$0.00	
44	Falcon Point Subdivision - Water Taps	\$0.00	\$0.00	
45	Utility Bill - Penalties	\$15,000.00	\$9,935.49	\$1,451.75
46	Utility Bill - Transfer Charges	\$0.00	\$0.00	
47	Interest Income	\$1,500.00	\$419.77	\$41.10
48	Miscellaneous Income	\$0.00	\$0.00	
Total Utility Fund Revenue:		\$837,635.00	\$501,357.73	\$70,890.26

Fund: Solid Waste  
Department: Revenue

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
49	Solid Waste Revenue	\$260,000.00	\$153,664.45	\$22,084.82
50	Solid Waste Sales Tax	\$21,400.00	\$12,699.21	\$1,824.99
51	Extra Tote Monthly Fees	\$17,500.00	\$12,243.00	\$1,729.00
52	Revenue from Cleanup Fees, Special Pickups, Etc.	\$1,000.00	\$1,003.07	\$200.00
53	Interest Income	\$200.00	\$144.12	\$27.18
Total Solid Waste Revenue:		\$300,100.00	\$179,753.85	\$25,865.99

Fund: Harbor Fund  
Department: Revenue

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
54	Individual Leases/Stalls	\$72,100.00	\$13,649.00	
55	Commercial Leases	\$109,470.00	\$94,472.50	\$1,107.50
56	Oyster Tariffs	\$0.00	\$6,182.36	
57	Other Seafood Tariff	\$500.00	\$968.48	\$84.93
58	Non-Seafood Tariff	\$0.00	\$0.00	
59	Interest Income	\$1,500.00	\$708.07	\$92.76
Total Harbor Fund Revenue:		\$183,570.00	\$115,980.41	\$1,285.19

	2024-2025 FY Budgeted	2024-2025 FY Actual Revenue	APRIL
Total Revenue:	\$2,491,804.66	\$1,766,897.23	\$143,124.69

Fund: General Fund  
Department: City Hall Office Expenses

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
1	Membership Fees	\$3,050.00	\$2,666.05	\$35.00
2	Legal Notices	\$1,750.00	\$1,675.38	\$899.88
3	Office Equipment and M&O	\$1,500.00	\$239.98	\$239.98
4	RICOH MPC4504 Lease (ID# 8212)	\$3,250.00	\$2,619.99	\$7.90
5	Fiber Internet	\$1,800.00	\$2,413.96	\$300.00
6	Computer M&O and Repairs	\$1,500.00	\$0.00	\$0.00
7	Website, Email, & Domain Fees	\$2,000.00	\$36.95	\$0.00
8	Postage	\$1,000.00	\$994.67	\$49.41
9	Office Supplies	\$3,500.00	\$4,205.66	\$1,155.67
10	Telephone Services (VOIP)	\$6,500.00	\$7,958.93	\$1,168.42
11	Cellphones for Public Officials	\$656.00	\$0.00	\$0.00
12	Codification of Ordinances	\$12,500.00	\$5,016.61	\$0.00
13	City Hall - Online Fax Services	\$300.00	\$109.96	\$24.99
14	Computer IT	\$7,260.00	\$4,385.00	\$605.00
15	Accounting Software Annual Fees	\$2,000.00	\$1,148.98	\$0.00
16	City Hall Building M&O	\$2,500.00	\$6,107.62	\$38.58
17	City Hall Building - Electricity	\$4,500.00	\$3,143.10	\$562.10
18	City Hall - Pest Control	\$640.00	\$320.00	\$0.00
19	Salary - City Clerk	\$47,850.71	\$28,585.52	\$4,602.00
20	Salary - Asst. Clerk 1	\$39,520.00	\$23,560.00	\$3,800.00
21	Salary - Asst. Clerk 2 (Revised 11-12-2024)	\$32,240.00	\$0.00	\$0.00
21	Salary - Public Officials	\$12,400.00	\$7,548.75	\$1,000.00
		<b>\$188,216.71</b>	<b>\$102,737.11</b>	<b>\$14,488.93</b>

Fund: General Fund  
Department: City Secretary Expenses

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
22	Salary - City Secretary	\$58,071.25	\$34,620.80	\$5,584.00
23	Election Expenses (Ballots & Supplies)	\$1,500.00	\$269.81	\$8.07
24	ES&S AutoMark VAT Programming M&O	\$250.00	\$0.00	\$0.00
25	Election Personnel Pay	\$500.00	\$0.00	\$0.00
26	City Secretary - Training	\$1,000.00	\$1,228.58	\$90.00
		<b>\$61,321.25</b>	<b>\$36,119.19</b>	<b>\$5,682.07</b>

Fund: General Fund  
Department: Municipal Court Expenses

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
27	Wages - Municipal Judge	\$11,250.00	\$6,490.50	\$865.40
28	Salary - Municipal Court Clerk & Police Clerk (Revised 11-12-2024)	\$45,647.54	\$25,703.14	\$3,600.00
29	Municipal Court - Training	\$1,000.00	\$1,230.00	\$0.00
30	Municipal Court - Software (FundView)	\$2,109.57	\$2,009.12	\$0.00
31	Fine Money Remitted back to State	\$9,000.00	\$4,000.49	\$1,552.48
32	Jury Trial Expenses	\$100.00	\$0.00	\$0.00
33	Housing of Prisoners	\$750.00	\$440.00	\$110.00
		<b>\$69,857.11</b>	<b>\$39,873.25</b>	<b>\$6,127.88</b>

Fund: General Fund  
Department: Legal & Professional Services

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
34	City Attorney	\$30,000.00	\$23,310.00	\$2,322.00
35	Delinquent Taxes - Attorney Fees	\$4,000.00	\$5,044.98	\$1,527.83
36	Tax Appraisal & Collection Fees	\$10,500.00	\$9,024.79	\$0.00
37	Auditing Services	\$60,000.00	\$0.00	\$0.00
		<b>\$104,500.00</b>	<b>\$37,379.77</b>	<b>\$3,849.83</b>

Fund: General Fund  
Department: Parks & Recreation

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
38	Salary - Mower (Part-Time at 24 Hours)	\$18,720.00	\$3,960.00	\$2,160.00
39	A.D. Powers Bayfront Park M&O	\$1,750.00	\$222.10	\$222.10
40	A.D. Powers Pavilion M&O	\$1,750.00	\$0.00	\$0.00
41	Train Depot M&O	\$1,250.00	\$0.00	\$0.00
42	HAHN Sports Plex: Durel Field & Birmingham Field M&O	\$2,500.00	\$267.07	\$0.00
43	Memorial Children's & Skate Park M&O	\$2,000.00	\$418.97	\$0.00
44	Civic Center M&O	\$1,000.00	\$573.81	\$27.96
45	Supplies: Flags	\$500.00	\$660.49	\$0.00
46	Parks & Recreation - Electricity	\$7,000.00	\$7,028.01	\$933.86
47	Train Depot - Electricity	\$2,000.00	\$281.03	\$58.54
48	Porta Potties (Bayfront)	\$2,520.00	\$1,750.00	\$250.00
49	A.D. Powers Park East Restroom - Janitorial	\$5,000.00	\$0.00	\$0.00
		<b>\$45,990.00</b>	<b>\$15,161.48</b>	<b>\$3,652.46</b>

Fund: General Fund  
Department: General - Equipment & Vehicles

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
50	Salary - Mechanic (Pay for contract work w/ Rene's Water Operations)	\$43,663.76	\$37,055.00	\$4,100.00
51	Fuel - Gasoline	\$20,000.00	\$9,504.30	\$2,102.86
52	Fuel - Diesel	\$5,000.00	\$5,520.36	\$0.00
53	Vehicles - Dashcam & GPS Fees	\$4,000.00	\$0.00	\$0.00
54	Supplies for Equipment & Vehicles (Public Works/Harbor)	\$5,000.00	\$19,007.89	\$5,613.04
55	Equipment Rentals	\$1,000.00	\$138.02	\$0.00
		<b>\$78,663.76</b>	<b>\$71,225.57</b>	<b>\$11,815.90</b>

Fund: General Fund  
Department: Permit & Code Enforcement

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
56	Commission - Building Official (60% of Permit Fees)	\$10,800.00	\$4,535.10	\$402.00
57	Code Enforcement - Demolitions	\$0.00	\$0.00	\$0.00
58	Code Enforcement - Mowing Services	\$1,500.00	\$0.00	\$0.00
59	Code Enforcement - Postage & Advertisement Cost	\$2,250.00	\$0.00	\$0.00
		<b>\$14,550.00</b>	<b>\$4,535.10</b>	<b>\$402.00</b>

Fund: General Fund  
Department: Streets & Drainage

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
60	Streets - General M&O (Limestone, Hotmix, etc.)	\$35,000.00	\$9,350.11	\$0.00
61	Streets & Drainage Improvements - Property Tax	\$0.00	\$0.00	\$0.00
62	Sign Maintenance & Repair	\$1,500.00	\$545.59	\$293.87
63	Drainage Maintenance (Culverts, Pipes, Etc.)	\$12,500.00	\$403.80	\$0.00
		<b>\$49,000.00</b>	<b>\$10,299.50</b>	<b>\$293.87</b>

Fund: General Fund  
Department: Public Safety

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
64	Calhoun County Dispatcher (\$5,000 Every Year for 3 Years)	\$5,000.00	\$4,289.60	\$0.00
65	Salary - Chief of Police	\$65,000.00	\$38,750.00	\$6,250.00
66	Salary - Police Lieutenant	\$57,200.00	\$11,250.00	\$0.00
67	Salary - Police Patrol Deputy	\$52,000.00	\$31,000.00	\$5,000.00
68	Salary - Animal Control	\$10,250.00	\$3,100.00	\$0.00
69	Police - Holiday Pay	\$8,000.00	\$3,018.92	\$0.00
70	Police - Comp Time Payout	\$6,000.00	\$0.00	\$0.00
71	Justice Center - M&O	\$2,500.00	\$11,311.88	\$61.88
72	Justice Center - Electricity	\$2,500.00	\$1,707.05	\$207.50
73	Justice Center - Telephone	\$4,500.00	\$2,871.11	\$411.48
74	Justice Center - Internet	\$1,800.00	\$1,050.00	\$150.00
75	Justice Center - Pest Control	\$400.00	\$100.00	\$0.00
76	Ricoh MP307 Lease # 500-50424529 (Lease Ends 09/01/2025)	\$2,500.00	\$1,434.02	\$288.16
77	Victoria Communication Services - Emergency Button	\$780.00	\$245.00	\$35.00
78	Police Training & Travel Expenses	\$4,000.00	\$326.51	\$232.20
79	Police Equipment & Supplies	\$3,700.00	\$482.81	\$25.87
80	Police Uniforms	\$4,500.00	\$333.28	\$46.03
81	Police Cellphones	\$2,100.00	\$859.25	\$0.00
82	Animal Control Supplies	\$1,500.00	\$759.02	\$50.00
83	Vehicle: 2021 Ford Explorer M&O (Asset ID: 303)	\$2,500.00	\$320.18	\$0.00
84	Vehicle: 2022 F-150 Police Truck M&O (Asset ID: 003)	\$1,500.00	\$226.99	\$91.32
85	Southern Software - Final Payment of Software	\$12,437.00	\$11,437.00	\$0.00
86	Southern Software - Annual Fees	\$3,310.00	\$0.00	\$0.00
87	Axon - Annual Fees	\$14,296.00	\$26,776.04	\$9,984.02
88	Volunteer Fees	\$3,000.00	\$942.00	\$0.00
89	Fire Station Building M&O	\$2,000.00	\$0.00	\$0.00
90	Fire Station - Electricity & Gas	\$2,000.00	\$419.83	\$253.04
91	Fire Fighting Apparatus M&O	\$1,500.00	\$0.00	\$0.00
92	Fire Equipment M&O	\$2,044.00	\$1,977.00	\$0.00
93	Fire Apparatus Annual PM Service	\$960.00	\$0.00	\$0.00
		<b>\$279,777.00</b>	<b>\$154,987.49</b>	<b>\$23,086.50</b>

Fund: General Fund & Waterworks  
Department: Employee Benefits & Expenses

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
94	TMRS - City Match 5%	\$41,245.69	\$19,585.06	\$2,765.14
95	FICA	\$63,105.90	\$30,825.21	\$4,831.49
96	Employee Medical Insurance - City 100%	\$157,900.80	\$90,604.80	\$7,276.85
97	Employee Family Insurance - City 50%	\$30,222.36	\$18,801.44	\$504.60
98	Employee Health Deductible Reimbursement (\$1,000 per Employee)	\$16,000.00	\$4,985.09	\$0.00
99	Employee HRA Medical Card	\$8,000.00	\$3,416.92	\$333.34
100	Unemployment Fees	\$100.00	\$0.00	\$0.00
101	Workmens Compensation	\$2,000.00	\$1,120.07	\$855.62
102	Bonds	\$350.00	\$275.00	\$0.00
103	Tax Preparer Services	\$750.00	\$1,469.99	\$0.00
		<b>\$319,674.75</b>	<b>\$171,083.58</b>	<b>\$16,567.04</b>

Fund: General Fund & Waterworks  
Department: General Properties & Insurance

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
104	Streets & Security Lighting	\$25,000.00	\$16,222.54	\$2,319.62
105	TWIA - Windstorm Insurance	\$35,000.00	\$0.00	\$0.00
106	Liability - General / Vehicles / Equipment	\$18,000.00	\$42,473.99	\$15,013.99
		<b>\$78,000.00</b>	<b>\$58,696.53</b>	<b>\$17,333.61</b>



Fund: Utility Fund  
Department: Utility Billing

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
107	RVS Software Annual Fee	\$2,500.00	\$4,138.39	\$0.00
108	Utility Clerk - Training	\$900.00	\$0.00	\$0.00
109	Supplies and Postage for Utility Billing	\$5,250.00	\$2,651.01	\$451.82
110	Bank Draft Fee for Utility Bills	\$600.00	\$350.00	\$50.00
		<b>\$9,250.00</b>	<b>\$7,139.40</b>	<b>\$501.82</b>

Fund: Utility Fund  
Department: Public Works Department

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
<i>\$1.50 Step Increase for Utility Workers who obtain a License</i>				
111	Salary - Public Works Director	\$65,000.00	\$32,411.13	\$5,508.00
112	Salary - Sewer Operator	\$55,811.25	\$33,269.38	\$5,366.00
113	Salary - Utility Worker 1	\$40,343.04	\$24,056.00	\$3,880.00
114	Salary - Utility Worker 2	\$39,179.14	\$23,361.60	\$3,768.00
115	Salary - Utility Worker 3	\$33,990.00	\$20,261.60	\$3,268.00
116	Utility - Comp Time Payout		\$0.00	\$0.00
117	Cellphone - Public Works Director & On-Call Utility Worker	\$1,750.00	\$1,406.95	\$196.95
118	Travel Expenses	\$300.00	\$167.93	\$167.93
119	Supplies & Tools	\$8,500.00	\$9,529.90	\$3,328.08
120	Public Works Director - Licence Renewal		\$0.00	\$0.00
<i>Renewal is every three (3) years - Up in 2027</i>				
121	Sewer Operator - Licence Renewal		\$111.00	\$0.00
<i>Renewal is every three (3) years - Up in 2027</i>				
122	Lab Testing & Reporting Expenses	\$10,000.00	\$10,254.50	\$3,348.40
123	Clothing & Boots Reimbursement (\$400 per Employee 6x)	\$2,400.00	\$892.03	\$92.03
124	Utility Workers - Training & Education	\$2,000.00	\$537.99	\$349.99
125	Public Works Director - Training	\$1,500.00	\$0.00	\$0.00
		<b>\$260,773.43</b>	<b>\$156,260.01</b>	<b>\$29,273.38</b>

Fund: Utility Fund  
Department: Water Treatment Plant (WTP)

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
126	Water Plant - Electricity	\$35,000.00	\$21,858.32	\$85.11
127	Water Plant - RO Discharge - Consulting for Permit Renewal	\$3,750.00	\$0.00	\$0.00
128	Water Plant - RO Discharge & TCEQ Permit Renewal	\$3,500.00	\$4,835.75	\$0.00
129	Water Plant - Maintenance, Repair, & Operations	\$20,000.00	\$53,993.05	\$259.58
130	Water Plant - Contracted Repair Work	\$33,000.00	\$71,428.08	\$6,931.00
131	Water System - Pipes & Pipe Repair Work	\$8,000.00	\$33,268.46	\$1,083.79
132	Water Well #3 (E. Dallas) Maint., Repair, & Ops.	\$1,000.00	\$1,571.95	\$0.00
133	Water Well #4 (W. Cleveland) Maint., Repair, & Ops.	\$1,000.00	\$138.02	\$0.00
134	Water Meter - Maintenance, Repair & Operations	\$3,000.00	\$4,418.87	\$0.00
135	Water Tank Inspections		\$784.81	\$0.00
		<b>\$108,250.00</b>	<b>\$192,297.31</b>	<b>\$8,359.48</b>

Fund: Utility Fund  
Department: Wastewater Treatment Plant (WWTP)

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
136	Wastewater Treatment Plant - Electricity	\$15,000.00	\$7,920.18	\$0.00
137	Lift Stations - Electricity	\$5,000.00	\$4,046.12	\$29.47
138	Wastewater Treatment Plant - TCEQ Permit Renewal	\$2,500.00	\$2,283.40	\$0.00
139	Wastewater Treatment Plant - Consulting for Permit Renewal	\$3,500.00	\$0.00	\$0.00
140	Wastewater Treatment Plant - Pipes & Pipe Repair Work	\$5,000.00	\$9,494.95	\$0.00
141	Wastewater Treatment Plant - Pumps, Instruments, etc.	\$1,750.00	\$22,260.94	\$3,047.46
142	Wastewater Treatment Plant - Sludge Disposal	\$45,000.00	\$36,432.00	\$11,880.00
143	Lift Stations - Maintenance, Repair, & Operations	\$5,000.00	\$4,636.53	\$0.00
		<b>\$82,750.00</b>	<b>\$87,074.12</b>	<b>\$14,956.93</b>

**Fund:** Solid Waste  
**Department:** Solid Waste Department

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
144	Salary - Solid Waste Director	\$49,113.90	\$29,276.40	\$4,722.00
145	Salary - Solid Waste Worker 1	\$46,631.20	\$28,675.18	\$4,484.00
146	Salary - Solid Waste Worker 2	\$22,932.00	\$12,792.48	\$2,058.56
147	Solid Waste Workers - Uniform	\$2,250.00	\$1,241.55	\$140.00
148	Solid Waste - Supplies	\$1,000.00	\$851.60	\$133.07
149	Solid Waste - Travel Expenses	\$300.00	\$189.53	\$0.00
150	Vehicle - Garbage Trucks M&O (Tires & Ram Arms)	\$12,000.00	\$6,849.52	\$1,672.31
151	Landfill Fees	\$40,000.00	\$21,827.03	\$3,154.94
152	Garbage Sales Tax to TX Comptroller	\$21,400.00	\$12,557.68	\$1,826.04
		<b>\$195,627.10</b>	<b>\$114,260.97</b>	<b>\$18,190.92</b>

**Fund:** Harbor Funds  
**Department:** Municipal Harbor Department

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
153	Salary - Harbor Master	\$12,000.00	\$7,000.00	\$1,000.00
154	Fish Cleaning Station - Garbage Pickup Stipend	\$5,200.00	\$5,100.00	\$450.00
155	Municipal Harbor - Electricity (Street Lights)	\$9,000.00	\$2,849.83	\$318.83
156	Municipal Harbor - General Repair (Bulkhead, Streets, Etc.)		\$834.72	\$0.00
157	Municipal Harbor - Port-O-Potty	\$2,520.00	\$2,500.00	\$250.00
158	Fish Cleaning Station - Maintenance, Repair, & Operations	\$1,874.38	\$1,010.39	\$0.00
159	Municipal Harbor - Oil Spill Response Supplies	\$1,000.00	\$624.61	\$0.00
160	Harbor Master - Supplies (Uniform, Signs, Trash Bags, Etc.)	\$750.00	\$1,408.29	\$133.26
		<b>\$32,344.38</b>	<b>\$21,327.84</b>	<b>\$2,152.09</b>

**Fund:** All Funds  
**Department:** Grant Expenses

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
161	Grant Expenditures (Paid by Line 32 in Revenue Sheet)		\$3,201,507.40	\$815,045.36
162	Match Funds (Local Cost Share)		\$0.00	\$0.00
	<i>Grant Expenditures Not included in totals - Only Match Funds</i>	<b>\$0.00</b>	<b>\$3,201,507.40</b>	<b>\$815,045.36</b>

**Fund:** All Funds  
**Department:** Long-Term Liabilities

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
163	2017 Fire Truck - Final Payment	\$25,535.91	\$10,000.00	\$0.00
164	2021 Ford Explorer (Asset ID: 303) - Final Payment	\$11,603.23	\$0.00	\$0.00
165	2020 Case Backhoe (Asset ID: ) (Final Payment in 2026)	\$27,938.91	\$0.00	\$0.00
166	2020 Isuzu NRR Garbage Truck (Paid off - March 2025)	\$57,929.16	\$0.00	\$0.00
167	2023 International PakMor Garbage Truck	\$24,208.46	\$26,226.46	\$2,018.00
		<b>\$147,215.67</b>	<b>\$36,226.46</b>	<b>\$2,018.00</b>

**Fund:** All Funds  
**Department:** Long-Term Liabilities

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
168	Revenue Bond CO Series 1998	\$53,985.00	\$11,992.50	\$0.00
169	Harbor CO Series 2010	\$48,340.00	\$27,000.00	\$0.00
170	WWTP CO Series 2021	\$130,063.00	\$35,531.25	\$0.00
171	Harbor System Revenue CO Series 2022	\$77,150.00	\$18,575.00	\$0.00
		<b>\$309,538.00</b>	<b>\$93,098.75</b>	<b>\$0.00</b>

Line Item:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
172	Remaining Funds	<b>\$56,505.50</b>		

	2024-2025 FY Budgeted Expenditures	2024-2025 FY Actual Expenditures	APRIL
Total Expenses:	\$2,491,804.66	\$1,409,783.43	\$178,752.71
<i>Difference between Revenues &amp; Expenditures:</i>	\$0.00		

Fund: Hotel-Motel Tax Funds

Department: Revenue

Line Item:	ID:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
1		Hotel-Motel Tax Funds	\$75,000.00	\$48,235.02	\$12,790.21
2		Interest Income	\$750.00	\$1,046.70	\$162.94
3		Donations		\$100.00	
4		Carried Forward Balance to new Fiscal Year		\$0.00	
<b>Total Hotel Motel Tax Revenue:</b>			<b>\$75,750.00</b>	<b>\$49,281.72</b>	<b>\$12,953.15</b>

Fund: Hotel-Motel Tax Funds

Department: Expenditures

Line Item:	ID:	Account Name	2024-2025 FY Budgeted	YTD	APRIL
1		Train Depot/Museum/Vistor Center		\$0.00	
2		Civic Center - General M&O	\$2,750.00	\$0.00	
3		Civic Center - Renovations - Floor		\$0.00	
4		Civic Center - Additions - Kitchen in EOC		\$0.00	
5		AD Powers Pavilion M&O		\$0.00	
6		AD Powers Park M&O		\$0.00	
7		AD Powers Bayfront Park - Playground Equipment		\$0.00	
8		Sportsplex	\$7,500.00	\$0.00	
9		City - Christmas Lighting	\$1,000.00	\$0.00	
10		Chamber of Commerce - Shrimpfest Advertisement	\$7,500.00	\$0.00	
11		Historial Preservation - Minute Book	\$7,000.00	\$2,815.00	
12		Wounded Warriors Sponsorship 2026	\$4,000.00	\$0.00	
13		Remaining Funds	\$57,000.00	\$0.00	
<b>Total Hotel Motel Tax Expenditures</b>			<b>\$86,750.00</b>	<b>\$2,815.00</b>	<b>\$0.00</b>

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



# **SEADRIFT POLICE DEPARTMENT**

## **Monthly Report: APRIL 2025**

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

78 Calls for service this month for SPD,

25 Of which were extra patrol

26 Traffic stops by SPD

8 Reports by SPD

2 Arrest by SPD

79 calls for service for CCSO in Seadrift

56 Of which were extra patrol

11 EMS calls of which 2 SPD officers responded to.

6 Fire calls of which 2 SPD officers responded to.

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

This month I wanted to take a moment to remind everyone that hurricane season is fast approaching. As we near the start of hurricane season, it's time to get prepared. Now is the perfect moment to review your emergency plans, restock disaster supply kits, check insurance coverage, and stay informed about local evacuation routes and alerts. Hurricanes can develop quickly, don't wait until it's too late. Preparation today can protect your home, your loved ones, and our community tomorrow. If you are not set up with the Calhoun County Code Red System, please do so through the link on the Calhoun County website: [www.calhouncotx.org](http://www.calhouncotx.org). As a reminder, I have worked with Calhoun County Emergency Management to ensure that we can utilize the Code Red system but to receive those alerts you as the citizens must sign up. For help signing up please come see me after the meeting or stop by the Police Department.

Thank You,

Chief Cheyenne N. Beaver

**4. Citizen Comments.** Rules for speakers: Speakers must sign up using the Comment Form before the City Council meeting. 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. Individuals wishing to speak during Citizen Comments must sign up before the meeting. Comment Forms can be found at Seadrift City Hall, before the meeting in the Council Chambers, or on the City's website at <https://seadrifftx.org/minutes-and-agendas>. Comment forms must be turned in and received by City Staff, before the Call to Order at the Council Meeting.

**5. Wastewater Treatment Plant** – Take any action to approve plans for a new chlorine contact chamber at wastewater treatment and authorize advertising for bids.  
*(John Mercer w/ Lynn Engineering)*

**6. Request for Setback Variance** – Take any action regarding a request on a variance regarding setback requirements for 608 S. Main St. (*Chad Davidson*)



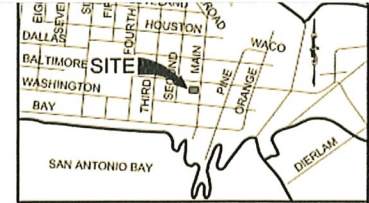
[seadrift@seadrifttx.org](mailto:seadrift@seadrifttx.org)

***Citizens are welcome to attend the meetings of the City of Seadrift.  
All City Council meetings are open to the Public.***



# LOT SURVEY

LOTS NINE(9), TEN (10), ELEVEN (11) AND TWELVE (12), BLOCK TEN (10), SEADRIFT TOWNSITE, AN ADDITION TO THE CITY OF SEADRIFT, CALHOUN COUNTY, TEXAS, AS SHOWN ACCORDING TO THE ESTABLISHED MAP OR PLAT THEREOF RECORDED IN VOLUME Z, PAGE 4, MAP AND PLAT RECORDS OF CALHOUN COUNTY, TEXAS.

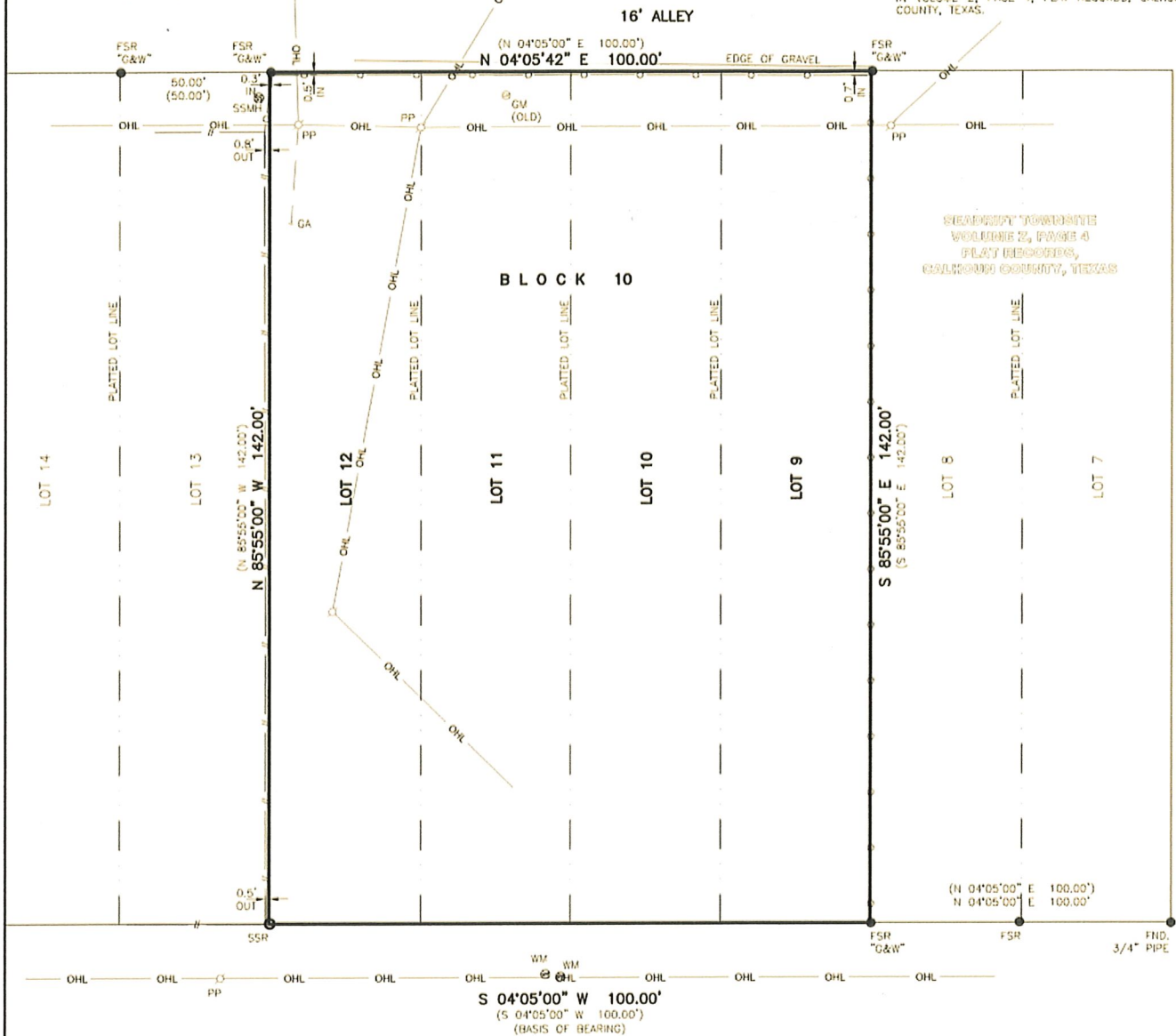


VICINITY MAP

BASIS OF BEARING IS BASED ON PLAT RECORDED IN VOLUME Z, PAGE 4, PLAT RECORDS, CALHOUN COUNTY, TEXAS.



GRAPHIC SCALE IN FEET



## Note:

The referenced tract is subject to:

1. Record Title Search Performed and Provided by Fidelity National Title Insurance, Co No. 253501732.

2. Subject to Restrictive Covenants and/or Easements Recorded in:

Volume Z, Page 4, Map and Plat Records of Calhoun County, Texas. (Shown Hereon)  
Volume 17, Page 390, Deed Records of Calhoun County, Texas. (Does not Affect)

TO THE LIENHOLDERS AND/OR THE OWNERS OF THE PREMISES SURVEYED AND TO THE TITLE COMPANY:

THE UNDERSIGNED DOES HEREBY CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND OF THE PROPERTY LEGALLY DESCRIBED HEREON ON 03/31/2025, AND IS CORRECT, AND THAT THERE ARE NO DISCREPANCIES, CONFLICTS, SHORTAGES IN AREA, BOUNDARY LINE CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS, EASEMENTS OR RIGHTS OF WAY, EXCEPT AS SHOWN HEREON, AND THAT SAID PROPERTY HAS ACCESS TO AND FROM A DEDICATED ROADWAY.

ACCORDING TO THE FLOOD INSURANCE RATE MAP (FIRM) FOR THE CITY OF SEADRIFT, CALHOUN COUNTY, TEXAS, COMMUNITY PANEL NUMBER 48057C 0340E, MAP REVISED OCT. 16, 2014, THE SUBJECT PROPERTY IS LOCATED IN ZONE X (SHADED) WHICH IS A MODERATE FLOOD HAZARD AREA.

SIGNED:

*Terry T. Ruddick*  
URBAN SURVEYING, INC.  
BY: TERRY T. RUDDICK 04/02/2025  
REGISTERED PROFESSIONAL LAND SURVEYOR  
TEXAS No. 4943



608 SOUTH MAIN STREET  
(60' RIGHT-OF-WAY)

## LEGEND

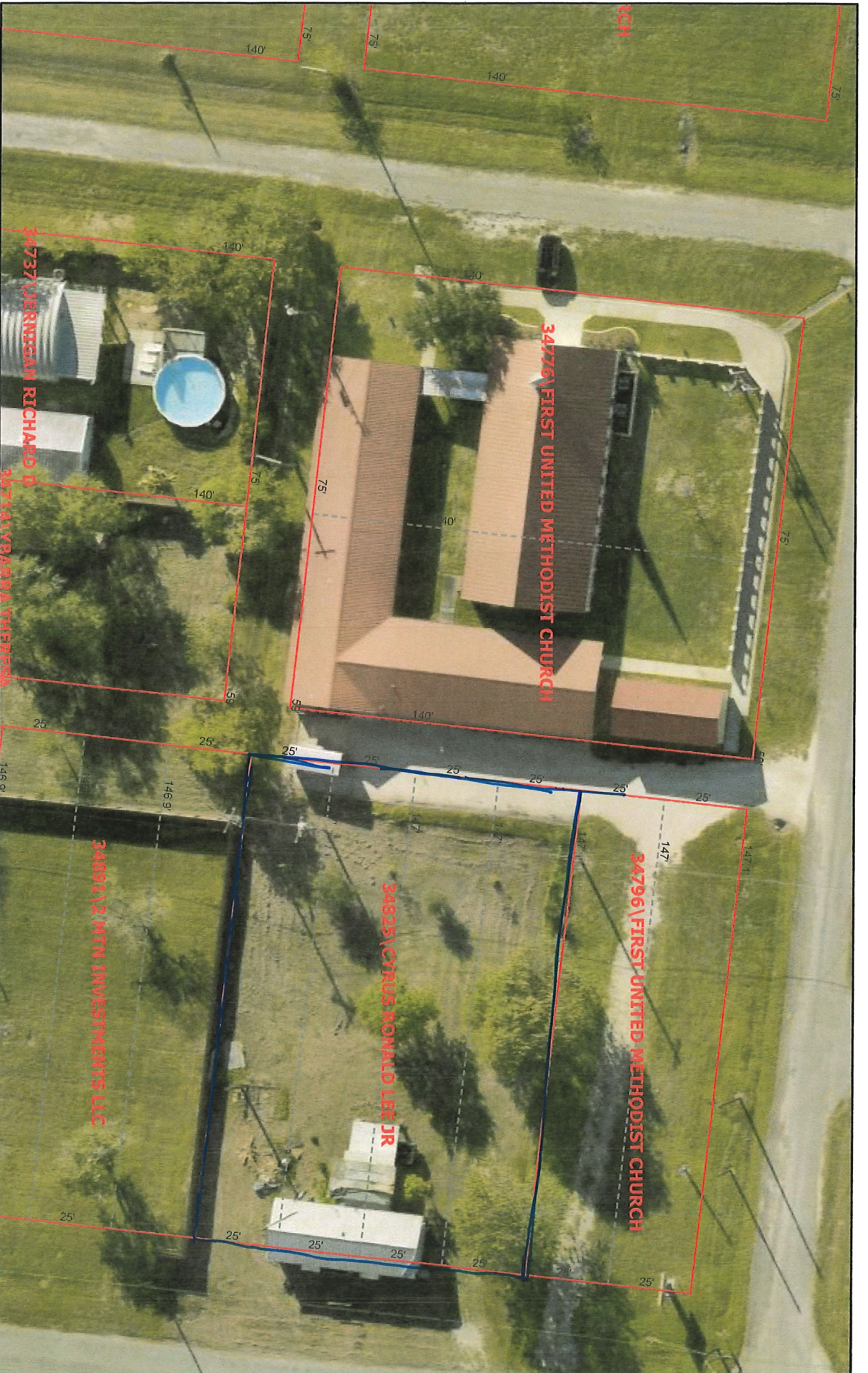
These standard symbols will be found in the drawing.

SSR	○	SET 5/8" STEEL REBAR WITH "USI" CAP
FSR	●	FOUND 5/8" STEEL REBAR
PP	○	POWER POLE
GA	+	GUY ANCHOR
WM	⊗	WATER METER
SSMH	⊗	SANITARY SEWER MANHOLE
---	---	EASEMENT LINE
---	---	BUILDING SETBACK LINE
OHL	---	OVERHEAD LINES
○-○	---	CHAIN LINK FENCE
W	---	WOOD FENCE
(N 00°00'00" E 0.00')	---	RECORD BEARING & DISTANCE

**ausi**  
Land Surveying + Aerial Imaging  
Since 1993

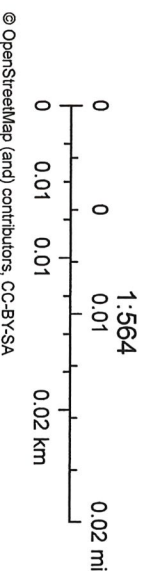


# Calhoun CAD Web Map



4/14/2025, 8:22:23 PM

- ☐ Ownership
- ☐ Lot Lines
- ☐ Abstracts
- ☐ Property ID



Calhoun County Appraisal District, BIS Consulting - [www.bisconsulting.com](http://www.bisconsulting.com)  
 Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.



**International Residential Code**

**IRC APPENDIX U**

Same as IRC '0'

**COPY**

**PROPERTY BUILDING LINE SETBACKS**

**COMMERCIAL BUILDINGS – NON RESIDENTIAL - NO LIVING QUARTERS:**

Setback is determined by Use, Occupancy and Location. Initial determination to be made by Building Official.

- 15 feet or more from Front Street Property Line
- 10 feet or more from Side Street Property Line
- 5 feet or more from Adjacent Property Line – side: OR variance as needed
- 5 feet or more from Adjacent Alley Property Line – easement
- Greater distances may be required depending on type of structure, business use, types of vehicles to be used, parking area and etc.
- Any request for a variance from Building Official's determination must be appealed to City Council.

**RESIDENTIAL STRUCTURES, ATTACHED-DETACHED GARAGES, Manufactured Homes, Portable Buildings, RV's and other structures on individual lots:**

**INTERIOR Lots: Requires a variance if less setback is requested:**

- 15 feet from Front Street Property Line
- 5 feet from Adjacent Property Line – side
- 5 feet from Alley Property Line – easement

**CORNER Lots: Requires a variance if less setback is requested:**

- 15 feet from Front Street Property Line
- 10 feet from Side Street Property Line
- 5 feet from Adjacent Property Line – side
- 5 feet from Alley Property Line – easement

**ODD Shape Lots: Variances may be requested within reason:**

- 15 feet from Front Street Property Line
- 10 feet from Side Street Property Line – If corner lot
- 5 feet from Adjacent property line – side
- 5 feet from Alley property line – easement

**EXISTING HISTORICAL & PLATTED Bldg Limits/Set Backs: Subdivisions & Additions**

- Harbor View: as platted: FRONT: 10.41 ft SIDE: 3.66 ft
  - Henderson Addition – as built & designed
  - Bay View Addition – as built & designed
  - SandHill Landing: as platted: FRONT 15 ft; SIDE 5 ft; CORNER 10 ft; REAR 10 ft
- ◇ NOTE: Block 1 Lot 3 has additional easement spacing  
◇ NOTE: Block 2 Lot 5 has additional easement spacing

**VARIANCES:**

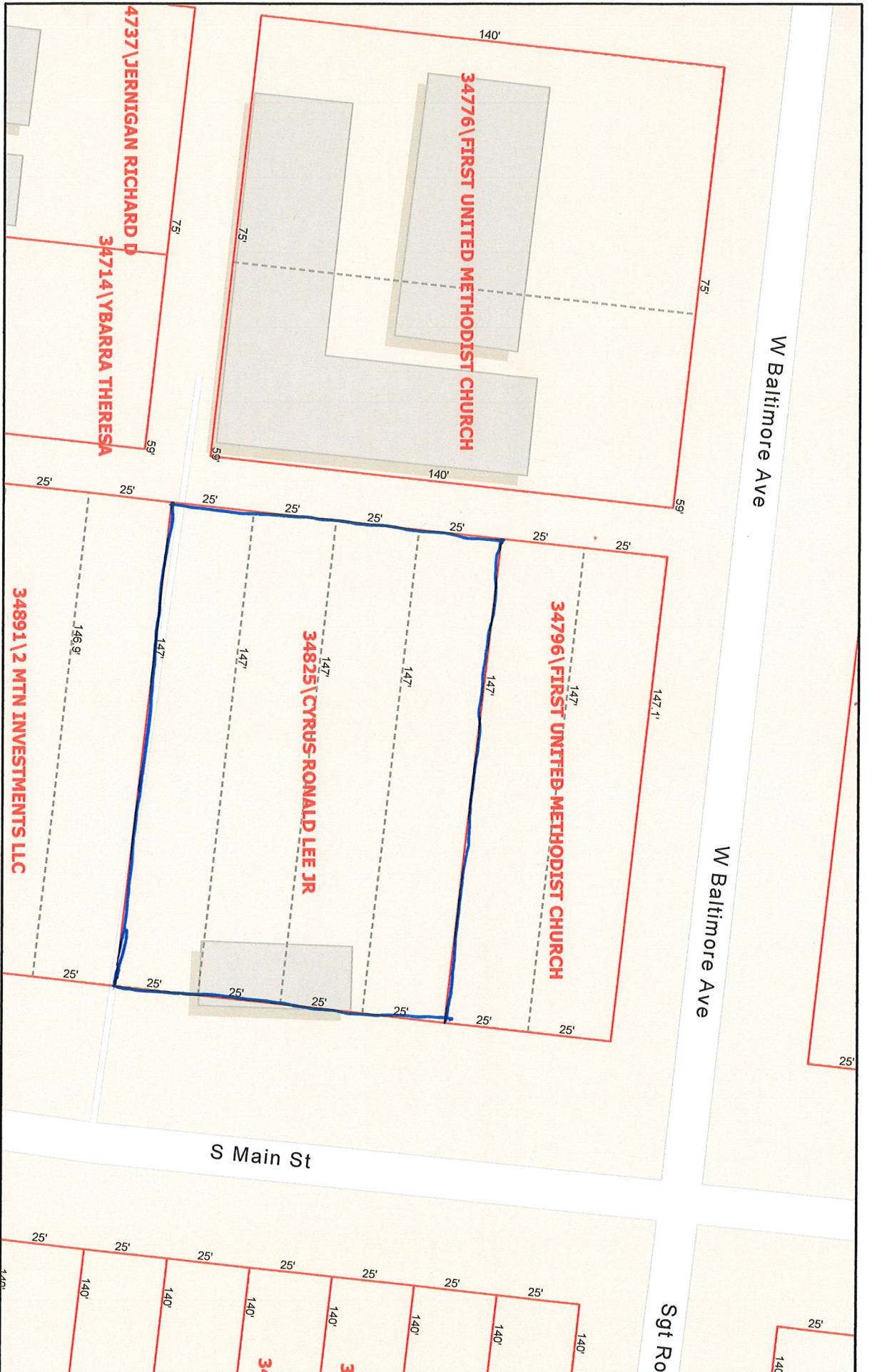
- Any request for a variance from Building Official's determination must be appealed to City Council.

**SURVEYS:**

- IF property lines cannot be readily determined for setback determinations, a survey of the property may be required.



# Calhoun CAD Web Map



4/14/2025, 7:18:09 PM

☐ Ownership ☐ Lot Lines

☐ Abstracts ☐ Property ID

**7. Vacate Block 189, Lots 7 through 12 –** Take any action on a petition to vacate a portion of Railroad behind 502 N. 5th St. (*Jacqueline McNary*)

**8. Request for Payment Plan for City Utilities – Take any action to approve or deny a request for a payment plan from a resident for City utilities. (*Tracey Johnson*)**

- \$200 monthly payments
- Property Lien will be placed on the property
- A Release of Lien will be issued to the property owner after the full amount owed is received.
- Property Owner is responsible for recording the Release of Lien with the Public Records of the County.

**9. Sealed Bids for Fig Street** – Take any action for the sale of a portion of the unimproved Fig Street between Highway 185 and the bayou. (*Tracey Johnson*)



**10. TCEQ RESTORE 582-22-33342** - Take any action to approve payment when funds are available for:

- a. Pay Application #4 for \$44,100.
- b. Pay Application #5 (FINAL) for \$24,450.50

# G&W ENGINEERS, INC.

205 W. Live Oak • Port Lavaca, TX 77979 • p: (361)552-4509 • f: (361)552-4987  
TBPE Firm Registration No. F4188 • TBPLS Firm Registration No. 10022100

April 23, 2025

Tracey Johnson, Mayor Pro-Tem  
City of Seadrift  
P.O. Box 159  
Seadrift, Texas 77983

**RE: RECOMMENDATION OF PAYMENT NO. 4**  
**Restore A. D. Powers Bayfront Park West End Improvements for the City of Seadrift –**  
**TCEQ Contract No. 582-22-33342**

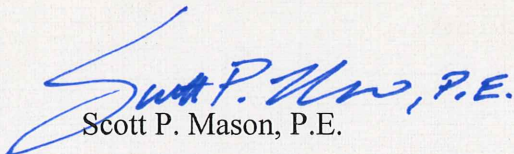
Dear Mayor Pro-Tem and Council Members,

We have reviewed Shirley & Sons Construction Co., Inc.'s Invoice #3601 for the above referenced project. Enclosed is Recommendation for Payment No. 4 for \$44,100.00 for the period of service of December 3, 2024 to April 15, 2025.

The Conditional Waiver and Release on Progress Payment is also enclosed.

Please call if you have any questions.

Sincerely,  
G & W Engineers, Inc.

  
Scott P. Mason, P.E.

cc: Shirely & Sons Construction Co., Inc.  
file 9697.090



No. 4**RECOMMENDATION OF PAYMENT**OWNER's Project No. \_\_\_\_\_ ENGINEER's Project No. 9697.090Project Restore A. D. Powers Bayfront Park West End Improvements for the City of Seadrift  
TCEQ Contract No. 582-22-33342CONTRACTOR SHIRLEY & SONS CONSTRUCTION CO., INC.Contract for West End Improvements Contract Date March 25, 2024Application Date April 15, 2025 Application Amount \$44,100.00Period Start Date December 3, 2024 For Period Ending April 15, 2025To CITY OF SEADRIFT  
Owner

Attached hereto is the CONTRACTOR's Application for Payment for Work accomplished under the Contract through the date indicated above. To the extent that we have been present on the project site as outlined in our Engineering Agreement, we believe that the Application meets the requirements of the Contract Documents and includes the CONTRACTOR's Certificate stating that all previous payments to him under the Contract have been applied by him to discharge in full all of his obligations in connection with the Work covered by all prior Applications for Payments.

In accordance with the Contract, the undersigned, subject to the limitation in the preceding paragraph, recommends payment to the CONTRACTOR of the amount due as shown below.

G &amp; W Engineers, Inc.

Dated April 23, 2025By: \_\_\_\_\_  
Scott P. Mason, P.E.**STATEMENT OF WORK**

Original Contract Price	\$ <u>260,035.00</u>	Work to Date	\$ <u>244,505.00</u>
Net Change Orders (1)	\$ <u>(15,530.00)</u>	Amount Retained	\$ <u>(24,450.50)</u>
Current Contract Price	\$ <u>244,505.00</u>	Subtotal	\$ <u>220,054.50</u>
Work to be Done	\$ <u>-</u>	Previous Payments Recommended	\$ <u>(175,954.50)</u>
		Amount Due This Payment	\$ <u>44,100.00</u>

G & W ENGINEERS, INC.  
205 W. Live Oak St.  
Port Lavaca, Texas 77979  
(361) 552-4509



# G&W ENGINEERS, INC.

205 W. Live Oak • Port Lavaca, TX 77979 • p: (361)552-4509 • f: (361)552-4987  
TBPE Firm Registration No. F4188 • TBPLS Firm Registration No. 10022100

April 23, 2025

Tracey Johnson, Mayor Pro-Tem  
City of Seadrift  
P.O. Box 159  
Seadrift, Texas 77983

**RE: RECOMMENDATION OF PAYMENT NO. 5-FINAL**  
**Restore A. D. Powers Bayfront Park West End Improvements for the City of Seadrift –**  
**TCEQ Contract No. 582-22-33342**

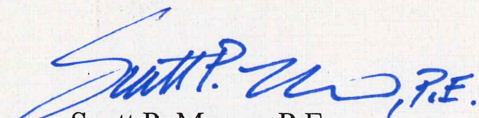
Dear Mayor Pro-Tem and Council Members,

We have reviewed Shirley & Sons Construction Co., Inc.'s Invoice #3601A for the above referenced project. All work is complete and enclosed is Recommendation for Payment No. 5-Final for \$24,450.50 for the retainage. The period of service of April 16, 2025 to April 21, 2025.

The Contractor's Guarantee and Contractor's and Subcontractor's Conditional Waiver and Release on Final Payment are also enclosed.

Please call if you have any questions.

Sincerely,  
G & W Engineers, Inc.



Scott P. Mason, P.E.

cc: Shirely & Sons Construction Co., Inc.  
file 9697.090



## RECOMMENDATION OF PAYMENT

No. 5-FinalOWNER's Project No. \_\_\_\_\_ ENGINEER's Project No. 9697.090Project Restore A. D. Powers Bayfront Park West End Improvements for the City of Seadrift  
TCEQ Contract No. 582-22-33342CONTRACTOR SHIRLEY & SONS CONSTRUCTION CO., INC.Contract for West End Improvements Contract Date March 25, 2024Application Date April 21, 2025 Application Amount \$24,450.50Period Start Date April 16, 2025 For Period Ending April 21, 2025To CITY OF SEADRIFT  
Owner

Attached hereto is the CONTRACTOR's Application for Payment for Work accomplished under the Contract through the date indicated above. To the extent that we have been present on the project site as outlined in our Engineering Agreement, we believe that the Application meets the requirements of the Contract Documents and includes the CONTRACTOR's Certificate stating that all previous payments to him under the Contract have been applied by him to discharge in full all of his obligations in connection with the Work covered by all prior Applications for Payments.

In accordance with the Contract, the undersigned, subject to the limitation in the preceding paragraph, recommends payment to the CONTRACTOR of the amount due as shown below.

G &amp; W Engineers, Inc.

Dated April 23, 2025By: Scott P. Mason, P.E.  
Scott P. Mason, P.E.

### STATEMENT OF WORK

Original Contract Price	\$ <u>260,035.00</u>	Work to Date	\$ <u>244,505.00</u>
Net Change Orders (1)	\$ <u>(15,530.00)</u>	Amount Retained	\$ <u>-</u>
Current Contract Price	\$ <u>244,505.00</u>	Subtotal	\$ <u>244,505.00</u>
Work to be Done	\$ <u>-</u>	Previous Payments Recommended	\$ <u>(220,054.50)</u>
		Amount Due This Payment	\$ <u>24,450.50</u>

G & W ENGINEERS, INC.  
205 W. Live Oak St.  
Port Lavaca, Texas 77979  
(361) 552-4509

## **11. GLO Citywide Drainage Project 22-085-070-D328**

– Take any action to approve payment when funds are available for:

- a. Pay Application #12 for \$170,647.55
- b. Pay Application #13 for \$368,585.75

April 7, 2025

City of Seadrift  
Attn: Tracy Johnson, Mayor Pro-Tem  
501 South Main Street  
Seadrift, TX 77983

RE: City of Seadrift Drainage Improvements Project (GLO No. 22-085-070-D328)  
Application for Payment No. 12

Dear Mayor Pro-Tem Johnson:

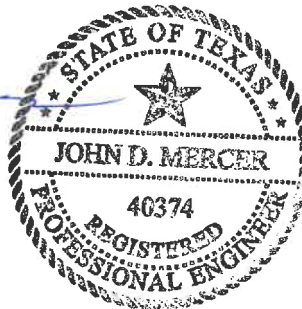
Transmitted herewith is Application for Payment No. 12, dated April 7, 2025 from Matagorda Construction & Materials for work performed on the referenced project through March 1, 2025.

In my opinion, the amount requested is representative of the work actually completed by the contractor. It is my recommendation that payment in the amount of \$170,647.55 be made to Matagorda Construction & Materials.

Sincerely,



John D. Mercer, PE  
john.mercer@lynnngroup.com



cc: Gabriela Torres, g.torres@seadrifftx.org  
Tracy Johnson, t.johnson@seadrifftx.org



# APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF PAGES

TO (OWNER):

PROJECT:

SEADRIFT

APPLICATION NO:

(REV 4)

Distribution to:

☐ OWNER  
☐ ARCHITECT  
☐ CONTRACTOR

PERIOD

ARCHITECT'S

PROJECT NO:

CONTRACT DATE:

1-4-24

FROM (CONTRACTOR):

K-C Lease Service Inc  
dba Matagorda Construction & Materials

VIA (ARCHITECT):

LYNN ENGINEERING

CONTRACT FOR:

## CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		
Change Orders approved in previous months by Owner		
TOTAL		
Approved this Month		
Number	Date Approved	
1	3-28-24	63,708.00
2	8-28-24	32,017.00
3	12-20-24	125,533.00
TOTALS		221,258.00
Net change by Change Orders		(462,269.00)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:

Date:

4/7/25

Application is made for Payment, as shown below, in connection with the Contract, Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 3,940,141.00
2. Net change by Change Orders \$ (462,269.00)
3. CONTRACT SUM TO DATE \$ 3,477,872.00
4. TOTAL COMPLETED & STORED TO DATE \$ 2,689,624.00  
(Column G on G703)
5. RETAINAGE  
a. 5% of Completed Work \$ 134,481.20  
(Column D + E on G703)  
b. % of Stored Material \$ 0  
(Column F on G703)  
Total Retainage (Line 5A + 5b or Total in Column I of G703) \$ 134,481.20
6. TOTAL EARNED LESS RETAINAGE \$ 2,555,142.80  
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificates) \$ 2,384,495.25
8. CURRENT PAYMENT DUE \$
9. BALANCE TO FINISH, PLUS RETAINAGE \$ 422,129.20  
(Line 3 less Line 6)

State of TEXAS  
DENISE MONTAGUE  
NOTARY PUBLIC  
Subscribed and sworn to before me this 7th day of APRIL 2025  
Notary Public, Commission Expires 04-08-2027  
My Commission expires:

County of: MATAGORDA  
7th day of APRIL 2025

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

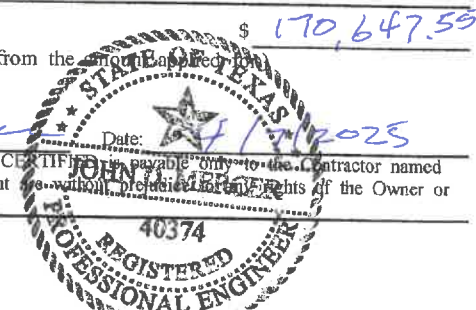
AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied for)

ARCHITECT: EJR

By:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner or Contractor under this Contract.



Seadrift Drainage Improvements Project  
 UPDATED 3/01/25

Bid Item	Description	Bid Quantity	Unit	ADJUSTED Unit price	ADJUSTED CONTRACT \$	Feb-25		TOTAL QTY TO DATE	TOTAL \$ TO DATE	%
						QTY INSTALLED	TOTAL \$			
1	MOBILIZATION	1,000	LS	40,000.00	40,000.00		\$ -	0.75	\$ -	75%
2	BONDS AND INSURANCE	1,000	LS	30,000.00	30,000.00		\$ -	1	\$ -	100%
3	POTHOLE TO LOCATE UTILITIES	80,000	HR	280.00	22,400.00		\$ -	80	\$ -	100%
4	RELOCATE WATER METERS	10,000	EA	500.00	5,000.00		\$ -	6	\$ -	60%
5	RELOCATE SS CLEANOUTS	10,000	EA	500.00	5,000.00		\$ -	5	\$ -	50%
6	TRAFFIC CONTROL	1,000	LS	10,000.00	10,000.00		\$ -	0.9	\$ -	90%
7	RESEEDING DITCHES	1,000	LS	50,000.00	50,000.00	0.25	\$ 12,500.00	0.5	\$ -	50%
8	SW3P PROTECTION	1,000	LS	10,000.00	10,000.00	0.1	\$ 1,000.00	0.9	\$ -	90%
9	INSTALL NEW SHORT WATER SERVICE	17,000	LS	1,000.00	17,000.00		\$ -	17	\$ -	100%
10	INSTALL NEW LONG SIDE WATER SERVICE	1,000	LS	2,000.00	2,000.00		\$ -	0	\$ -	0%
10a	INSTALL NEW SHORT SEWER SERVICE	3,000	EA	1,000.00	3,000.00		\$ -	3	\$ -	100%
10b	INSTALL NEW LONG SEWER SERVICE	1,000	EA	2,000.00	2,000.00		\$ -	0	\$ -	0%
11	DENVER ST - REGRADE DITCH	2,276.000	LF	7.00	15,932.00		\$ -	2276	\$ -	100%
12	DENVER ST - CLEAN CULVERT 12" - 30"	174.000	LF	65.00	11,310.00		\$ -	7	\$ -	4%
13	DENVER ST - REM 12" CULV	90.000	LF	7.00	630.00		\$ -	90	\$ -	100%
14	DENVER ST - REM 15" CULV	118.000	LF	7.00	826.00		\$ -	118	\$ -	100%
15	DENVER ST - REM 18" CULV	166.000	LF	7.00	1,162.00		\$ -	124	\$ -	75%
16	DENVER ST - REM 30" CULVERT	32.000	LF	7.00	224.00		\$ -	20	\$ -	63%
17	DENVER ST - INSTALL 15" RCP	250.000	LF	62.00	9,639.00		\$ -	250	\$ -	100%
18	DENVER ST - INSTALL 18" RCP	138.000	LF	65.00	8,970.00		\$ -	138	\$ -	100%
19	DENVER ST - INSTALL 24" RCP	304.000	LF	85.00	25,840.00		\$ -	304	\$ -	100%
20	DENVER ST - GRAVEL DRIVEWAY REPAIR	251.000	SY	44.00	11,044.00		\$ -	251	\$ -	100%
21	DENVER ST - REM & REPL ASPH DRIVEWAY	23.000	SF	33.00	759.00		\$ -	0	\$ -	0%
22	DENVER ST - SAWCUT ASPHALT	103.000	LF	2.00	206.00		\$ -	103	\$ -	100%
22	DENVER ST - REM & REPLACE DRIVEWAY HEADWALL	2,000	EA	3,000.00	6,000.00		\$ -	0	\$ -	0%
23	OAKLAND ST - REGRADE DITCH	5,436.000	LF	7.00	38,052.00		\$ -	2500	\$ -	46%
24	OAKLAND ST - REM 4" - 8" CULVERT	18.000	LF	7.00	126.00		\$ -	18	\$ -	100%
25	OAKLAND ST - REM 12" CULVERT	576.000	LF	7.00	4,032.00		\$ -	576	\$ -	100%
26	OAKLAND ST - REM 15" CULVERT	506.000	LF	7.00	3,542.00		\$ -	506	\$ -	100%
27	OAKLAND ST - REM 18" CULVERT	654.000	LF	7.00	4,578.00		\$ -	654	\$ -	100%
28	OAKLAND ST - INSTALL 12" RCP	188.000	LF	70.00	13,160.00		\$ -	188	\$ -	100%
29	OAKLAND ST - INSTALL 15" RCP	736.000	LF	62.00	45,632.00		\$ -	736	\$ -	100%
30	OAKLAND ST - INSTALL 18" RCP	556.000	LF	65.00	36,140.00		\$ -	556	\$ -	100%
31	OAKLAND ST - INSTALL 24" RCP	1,185.000	LF	175.00	207,375.00		\$ -	108	\$ -	9%
32	OAKLAND ST - INSTALL 36" RCP	667.000	LF	285.00	190,095.00		\$ -	163	\$ -	24%
33	OAKLAND ST - INSTALL 42" RCP	110.000	LF	365.00	40,150.00		\$ -	50	\$ -	45%
34	OAKLAND ST - GRAVEL DRIVEWAY REPAIR	574.000	SY	44.00	25,256.00		\$ -	574	\$ -	100%
35	OAKLAND ST - REM & REPL ASPH DRIVEWAY	9.000	SF	33.00	297.00		\$ -	0	\$ -	0%
36	OAKLAND ST - SAWCUT ASPHALT	201.000	LF	2.00	402.00		\$ -	201	\$ -	100%
37	OAKLAND ST - REM & REPL CONCRETE DRIVEWAY	465.000	SF	28.00	13,020.00		\$ -	465	\$ -	100%
38	OAKLAND ST - SAWCUT CONCRETE	190.000	LF	2.00	380.00		\$ -	190	\$ -	100%
39	OAKLAND ST - JUNCTION BOX	5.000	EA	4,000.00	20,000.00		\$ -	2	\$ -	40%
40	OAKLAND ST - REMOVE SET	2.000	EA	1,500.00	3,000.00		\$ -	2	\$ -	100%
41	OAKLAND ST - INSTALL 24" SET	2.000	EA	3,200.00	6,400.00		\$ -	2	\$ -	100%
42	OAKLAND ST - ASPH PAVEMENT RECONSTRUCTION	3,120.000	SY	17.00	53,040.00		\$ -	0	\$ -	0%
42A	LIMESTONE	400.000	TN	42.00	16,800.00		\$ -	0	\$ -	0%
42B	CEMENT	60.000	TN	300.00	18,000.00		\$ -	0	\$ -	0%
43	TOLEDO ST - REGRADE DITCH	332.000	LF	7.00	2,324.00		\$ -	332	\$ -	100%
44	TOLEDO ST - REM 12" CULVERT	20.000	LF	7.00	140.00		\$ -	20	\$ -	100%
45	TOLEDO ST - REM 15" CULVERT	60.000	LF	7.00	420.00		\$ -	60	\$ -	100%
46	TOLEDO ST - REM 18" CULVERT	22.000	LF	7.00	154.00		\$ -	22	\$ -	100%
47	TOLEDO ST - REM 24" CULVERT	52.000	LF	7.00	364.00		\$ -	52	\$ -	100%
48	TOLEDO ST - INSTALL 15" RCP	130.000	LF	62.00	8,060.00		\$ -	130	\$ -	100%
49	TOLEDO ST - INSTALL 24" RCP	52.000	LF	145.00	7,540.00		\$ -	52	\$ -	100%
50	TOLEDO ST - GRAVEL DRIVEWAY REPAIR	46.000	SY	44.00	2,024.00		\$ -	46	\$ -	100%
51	TOLEDO ST - REM & REPL ASPH DRIVEWAY	24.000	SF	33.00	792.00		\$ -	0	\$ -	0%
52	TOLEDO ST - SAWCUT ASPHALT	107.000	LF	2.00	214.00		\$ -	107	\$ -	100%
53	BILL TINDALL ST - REGRADE DITCH	3,204.000	LF	7.00	22,428.00		\$ -	3204	\$ -	100%
54	BILL TINDALL ST - REM 12" CULVERT	60.000	LF	7.00	420.00		\$ -	60	\$ -	100%
55	BILL TINDALL ST - REM 15" CULVERT	164.000	LF	7.00	1,148.00		\$ -	164	\$ -	100%
56	BILL TINDALL ST - REM 18" CULVERT	684.000	LF	7.00	4,788.00		\$ -	684	\$ -	100%
57	BILL TINDALL ST - REM 24" CULVERT	1,900.000	LF	7.00	13,300.00		\$ -	190	\$ -	100%
58	BILL TINDALL ST - INSTALL 15" RCP	60.000	LF	60.00	3,600.00		\$ -	60	\$ -	100%
59	BILL TINDALL ST - INSTALL 18" RCP	666.000	LF	65.00	43,290.00		\$ -	666	\$ -	100%
60	BILL TINDALL ST - INSTALL 24" RCP	410.000	LF	130.00	53,300.00		\$ -	410	\$ -	100%
61	BILL TINDALL ST - GRAVEL DRIVEWAY REPAIR	341.000	LF	44.00	15,004.00		\$ -	341	\$ -	100%
62	BILL TINDALL ST - REMOVE AND REPLACE ASPH DRIVEWAY	39.000	SF	33.00	1,287.00		\$ -	0	\$ -	0%
63	BILL TINDALL ST - SAWCUT ASPHALT	160.000	LF	2.00	320.00		\$ -	160	\$ -	100%
64	BILL TINDALL ST - REM & REPL CONCRETE DRIVEWAY	270.000	SF	30.00	8,100.00		\$ -	270	\$ -	100%
65	BILL TINDALL ST - SAWCUT CONCRETE	131.000	LF	2.00	262.00		\$ -	131	\$ -	100%
66	AUSTIN AVE - REGRADE DITCH	2,494.000	LF	7.00	17,458.00		\$ -	2494	\$ -	100%
67	AUSTIN AVE - REMOVE 10" CULVERT	16.000	LF	7.00	112.00		\$ -	16	\$ -	100%
68	AUSTIN AVE - REMOVE 12" CULVERT	284.000	LF	7.00	1,988.00		\$ -	284	\$ -	100%
69	AUSTIN AVE - REMOVE 15" CULVERT	224.000	LF	7.00	1,568.00		\$ -	224	\$ -	100%
70	AUSTIN AVE - REMOVE 18" CULVERT	118.000	LF	7.00	826.00		\$ -	118	\$ -	100%
71	AUSTIN AVE - REMOVE 24" CULVERT	28.000	LF	7.00	196.00		\$ -	28	\$ -	100%
72	AUSTIN AVE - INSTALL 15" RCP	360.000	LF	62.00	22,320.00		\$ -	360	\$ -	100%
73	AUSTIN AVE - INSTALL 18" RCP	176.000	LF	65.00	11,440.00		\$ -	176	\$ -	100%
74	AUSTIN AVE - INSTALL 24" RCP	28.000	LF	130.00	3,640.00		\$ -	28	\$ -	100%
75	AUSTIN AVE - GRAVEL DRIVEWAY REPAIR	140.000	SY	44.00	6,160.00		\$ -	140	\$ -	100%
76	AUSTIN AVE - REM & REPL ASPH DRIVEWAY	58.000	SF	33.00	1,914.00		\$ -	0	\$ -	0%
77	AUSTIN AVE - SAWCUT ASPHALT	248.000	LF	2.00	496.00		\$ -	248	\$ -	100%
78	AUSTIN AVE - REM & REPL CONCRETE DRIVEWAYS	7.000	SF	30.00	210.00		\$ -	0	\$ -	0%
79	AUSTIN AVE - SAWCUT CONCRETE	20.000	LF	2.00	40.00		\$ -	20	\$ -	100%
80	BROADWAY - REGRADE DITCH	3,630.000	LF	7.00	25,410.00		\$ -	3630	\$ -	100%
81	BROADWAY - REM 12" CULVERT	30.000	LF	7.00	210.00		\$ -	30	\$ -	100%
82	BROADWAY - REM 15" CULVERT	122.000	LF	7.00	854.00		\$ -	122	\$ -	100%
83	BROADWAY - REM 18" CULVERT	908.000	LF	7.00	6,356.00		\$ -	908	\$ -	100%
84	BROADWAY - REM 21"-24" CULVERT	936.000	LF	7.00	6,552.00		\$ -	936	\$ -	100%
85	BROADWAY - INSTALL 15" RCP	62.000	LF	62.00	3,844.00		\$ -	62	\$ -	100%
86	BROADWAY - INSTALL 18" RCP	454.000	LF	65.00	29,510.00		\$ -	454	\$ -	100%
87	BROADWAY - INSTALL 24" RCP	934.000	LF	145.00	135,430.00		\$ -	934	\$ -	100%
88	BROADWAY - GRAVEL DRIVEWAY REPAIR	469.000	SY	44.00	20,636.00		\$ -	469	\$ -	100%
89	BROADWAY - REM & REPL ASPH DRIVEWAY	67.000	SF	33.00	2,211.00		\$ -	0	\$ -	0%
90	BROADWAY - SAWCUT ASPHALT	304.000	LF	2.00	608.00		\$ -	304	\$ -	100%
91	BROADWAY - REM & REPL CONCRETE DRIVEWAY	36.000	SF	22.00	792.00		\$ -	36	\$ -	100%
92	BROADWAY - SAWCUT CONCRETE	173.000	LF	2.00	346.00		\$ -	173	\$ -	100%
93	STLOUIS - REGRADE DITCH	6,554.000	LF	7.00	45,878.00	1054	\$ 7,378.00	6554	\$ -	100%
94	STLOUIS - CLEAN CULVERT 12"-30"	32.000	LF	50.00	1,600.00		\$ -	0	\$ -	0%
95	STLOUIS - REM 12" CULVERT	264.000	LF	7.00	1,848.00		\$ -	228	\$ -	86%
96	STLOUIS - REM 15" CULVERT	1,105.000	LF	7.00	7,735.00		\$ -	1105	\$ -	100%
97	STLOUIS - REM 18" CULVERT	446.000	LF	7.00	3,122.00		\$ -	446	\$ -	100%



98	STLOUIS - REM 24" CULVERT	20.00	LF	7.00	140.00		\$	-	20	\$	140.00	100%
99	STLOUIS - INSTALL 15" RCP	300.00	LF	62.00	18,600.00		\$	-	100	\$	6,200.00	33%
100	STLOUIS - INSTALL 18" RCP	2,166.00	LF	65.00	140,790.00	30	\$	1,950.00	1684	\$	109,460.00	78%
101	STLOUIS - INSTALL 24" RCP	164.00	LF	145.00	23,780.00	20	\$	2,900.00	110	\$	15,950.00	67%
102	STLOUIS - GRAVEL DRIVEWAY REPAIR	533.00	SY	44.00	23,452.00		\$	-	422	\$	18,568.00	79%
103	STLOUIS - REM & REPL ASPH DRIVEWAY	237.00	SF	33.00	7,821.00		\$	-	0	\$	-	0%
104	STLOUIS - SAWCUT ASPHALT	2,055.00	LF	2.00	4,110.00		\$	-	52	\$	104.00	3%
105	STLOUIS - REM & REPL CONCRETE DRIVEWAY	972.00	SF	22.00	21,384.00		\$	-	972	\$	21,384.00	100%
106	STLOUIS - SAWCUT CONCRETE	738.00	LF	2.00	1,476.00		\$	-	738	\$	1,476.00	100%
107	STLOUIS - REM & REPLACE DRIVEWAY HEADWALL	2.00	EA	3,000.00	6,000.00		\$	-	2	\$	6,000.00	100%
108	STLOUIS - REMOVE CURB AND GUTTER	1,374.00	LF	6.00	8,244.00		\$	-	0	\$	-	0%
109	CLEVELAND - REGRADE DITCH	5,319.00	LF	7.00	37,233.00		\$	-	5319	\$	37,233.00	100%
110	CLEVELAND - REMOVE 12" CULVERT	426.00	LF	7.00	2,982.00		\$	-	426	\$	2,982.00	100%
111	CLEVELAND - REMOVE 15" CULVERT	1,370.00	LF	7.00	9,590.00		\$	-	1370	\$	9,590.00	100%
112	CLEVELAND - REMOVE 18" CULVERT	314.00	LF	7.00	2,198.00		\$	-	314	\$	2,198.00	100%
113	CLEVELAND - INSTALL 15" RCP	832.00	LF	62.00	20,584.00		\$	-	332	\$	20,584.00	100%
114	CLEVELAND - INSTALL 18" RCP	1,936.00	LF	65.00	125,840.00		\$	-	1963	\$	127,595.00	101%
115	CLEVELAND - INSTALL 24" RCP	264.00	LF	145.00	38,280.00		\$	-	264	\$	38,280.00	100%
116	CLEVELAND - GRAVEL DRIVEWAY REPAIR	704.00	SY	44.00	30,976.00		\$	-	704	\$	30,976.00	100%
117	CLEVELAND - REM & REPL ASPH DRIVEWAY	98.00	SF	33.00	3,234.00		\$	-	0	\$	-	0%
118	CLEVELAND - SAWCUT ASPHALT	490.00	LF	2.00	980.00		\$	-	490	\$	980.00	100%
119	CLEVELAND - REM & REPL CONC DRIVEWAY	54.00	SF	22.00	1,188.00		\$	-	54	\$	1,188.00	100%
120	CLEVELAND - SAWCUT CONCRETE	240.00	LF	2.00	480.00		\$	-	240	\$	480.00	100%
121	HOUSTON - REGRADE DITCH	7,059.00	LF	7.00	49,413.00		\$	-	7059	\$	49,413.00	100%
122	HOUSTON - CLEAN CULVERT 12" - 30"	206.00	LF	50.00	10,300.00		\$	-	0	\$	-	0%
123	HOUSTON - REM 4" - 8" CULVERT	20.00	LF	7.00	140.00		\$	-	20	\$	140.00	100%
124	HOUSTON - REM 12" CULVERT	646.00	LF	7.00	4,522.00		\$	-	646	\$	4,522.00	100%
125	HOUSTON - REM 15" CULVERT	1,272.00	LF	7.00	8,904.00		\$	-	1272	\$	8,904.00	100%
126	HOUSTON - REM 18" CULVERT	298.00	LF	7.00	2,086.00		\$	-	298	\$	2,086.00	100%
127	HOUSTON - REM 24" CULVERT	46.00	LF	7.00	322.00		\$	-	46	\$	322.00	100%
128	HOUSTON - INSTALL 15" RCP	904.00	LF	62.00	56,048.00		\$	-	904	\$	56,048.00	100%
129	HOUSTON - INSTALL 18" RCP	1,582.00	LF	65.00	102,830.00		\$	-	1582	\$	102,830.00	100%
130	HOUSTON - INSTALL 24" RCP	72.00	LF	145.00	10,440.00		\$	-	72	\$	10,440.00	100%
131	HOUSTON - GRAVEL DRIVEWAY REPAIR	762.00	SY	44.00	33,528.00		\$	-	762	\$	33,528.00	100%
132	HOUSTON - REM & REPL ASPH DRIVEWAY	119.00	SF	33.00	3,927.00		\$	-	0	\$	-	0%
133	HOUSTON - SAWCUT ASPHALT	540.00	LF	2.00	1,080.00		\$	-	540	\$	1,080.00	100%
134	HOUSTON - REM & REPL CONCRETE DRIVEWAY	70.00	SF	22.00	1,540.00		\$	-	70	\$	1,540.00	100%
135	HOUSTON - SAWCUT CONCRETE	282.00	LF	2.00	564.00		\$	-	282	\$	564.00	100%
136	HOUSTON - REM & REPL DRIVEWAY HEADWALL	2.00	EA	3,000.00	6,000.00		\$	-	2	\$	6,000.00	100%
137	HOUSTON - REM & REPL WAL.WAY AS NECESSARY	1.00	EA	5,000.00	5,000.00		\$	-	1	\$	5,000.00	100%
138	DALLAS - REGRADE DITCH	4,404.00	LF	7.00	30,828.00		\$	-	4404	\$	30,828.00	100%
139	DALLAS - CLEAN CULVERT 12" - 30"	58.00	LF	50.00	2,900.00		\$	-	0	\$	-	0%
140	DALLAS - REM 4" - 8" CULVERT	52.00	LF	7.00	364.00		\$	-	52	\$	364.00	100%
141	DALLAS - REM 10" CULVERT	8.00	LF	7.00	56.00		\$	-	8	\$	56.00	100%
142	DALLAS - REM 12" CULVERT	466.00	LF	7.00	3,262.00		\$	-	446	\$	3,122.00	96%
143	DALLAS - REM 15" CULVERT	680.00	LF	7.00	4,760.00		\$	-	680	\$	4,760.00	100%
144	DALLAS - REM 18" CULVERT	254.00	LF	7.00	1,778.00		\$	-	254	\$	1,778.00	100%
145	DALLAS - REM 18" - 21" CULVERT	20.00	LF	7.00	140.00		\$	-	20	\$	140.00	100%
146	DALLAS - INSTALL 15" RCP	462.00	LF	62.00	28,644.00	20	\$	1,240.00	416	\$	25,792.00	90%
147	DALLAS - INSTALL 18" RCP	972.00	LF	65.00	63,180.00		\$	-	972	\$	63,180.00	100%
148	DALLAS - INSTALL 24" RCP	86.00	LF	145.00	12,470.00		\$	-	86	\$	12,470.00	100%
149	DALLAS - GRAVEL DRIVEWAY REPAIR	418.00	SY	44.00	18,392.00		\$	-	418	\$	18,392.00	100%
150	DALLAS - REM & REPL ASPHALT DRIVEWAY	196.00	SF	33.00	6,468.00		\$	-	0	\$	-	0%
151	DALLAS - SAWCUT ASPHALT	877.00	LF	2.00	1,754.00		\$	-	877	\$	1,754.00	100%
152	DALLAS - REM & REPL CONCRETE DRIVEWAY	16.00	SF	22.00	352.00	16	\$	352.00	16	\$	352.00	100%
153	DALLAS - SAWCUT CONCRETE	58.00	LF	2.00	116.00		\$	-	58	\$	116.00	100%
154	DALLAS - REM & REPL DRIVEWAY HEADWALL	4.00	EA	3,000.00	12,000.00		\$	-	4	\$	12,000.00	100%
155	DALLAS - REM & REPL PIPE FENCE TO INST CULVERTS	1.00	LS	2,000.00	2,000.00		\$	-	1	\$	2,000.00	100%
156	BALTIMORE - REGRADE DITCH	4,625.00	LF	7.00	32,375.00	2625	\$	18,375.00	4625	\$	32,375.00	100%
157	BALTIMORE - CLEAN CULVERT 12" - 30"	164.00	LF	50.00	8,200.00		\$	-	0	\$	-	0%
158	BALTIMORE - REM 12" CULVERT	538.00	LF	7.00	3,766.00	20	\$	140.00	538	\$	3,766.00	100%
159	BALTIMORE - REM 15" CULVERT	1,020.00	LF	7.00	7,140.00		\$	-	1020	\$	7,140.00	100%
160	BALTIMORE - REM 18" CULVERT	262.00	LF	7.00	1,834.00		\$	-	262	\$	1,834.00	100%
161	BALTIMORE - INSTALL 15" RCP	870.00	LF	62.00	53,940.00	40	\$	2,480.00	870	\$	53,940.00	100%
162	BALTIMORE - INSTALL 18" RCP	908.00	LF	65.00	59,020.00		\$	-	908	\$	59,020.00	100%
163	BALTIMORE - INSTALL 24" RCP	180.00	LF	145.00	26,100.00		\$	-	180	\$	26,100.00	100%
164	BALTIMORE - GRAVEL DRIVEWAY REPAIR	553.00	SY	44.00	24,332.00		\$	-	553	\$	24,332.00	100%
165	BALTIMORE - REM & REPL ASPH DRIVEWAY	104.00	SF	33.00	3,432.00		\$	-	0	\$	-	0%
166	BALTIMORE - SAWCUT ASPHALT	509.00	LF	2.00	1,018.00		\$	-	509	\$	1,018.00	100%
167	BALTIMORE - REM & REPL CONCRETE DRIVEWAY	70.00	SF	22.00	1,540.00	70	\$	1,540.00	70	\$	1,540.00	100%
168	BALTIMORE - SAWCUT CONCRETE	242.00	LF	2.00	484.00		\$	-	100	\$	200.00	41%
169	WASHINGTON - REGRADE DITCH	7,196.00	LF	7.00	50,372.00	7196	\$	50,372.00	7196	\$	50,372.00	100%
170	WASHINGTON - CLEAN CULVERT 12" - 30"	92.00	LF	50.00	4,600.00		\$	-	72	\$	3,600.00	78%
171	WASHINGTON - REMOVE 10" CULVERT	30.00	LF	7.00	210.00	30	\$	210.00	30	\$	210.00	100%
172	WASHINGTON - REMOVE 12" CULVERT	724.00	LF	7.00	5,068.00	380	\$	2,660.00	654	\$	4,578.00	90%
173	WASHINGTON - REMOVE 15" CULVERT	758.00	LF	7.00	5,306.00	290	\$	2,030.00	758	\$	5,306.00	100%
174	WASHINGTON - REMOVE 18" CULVERT	324.00	LF	7.00	2,268.00		\$	-	324	\$	2,268.00	100%
175	WASHINGTON - REMOVE 24" CULVERT	52.00	LF	7.00	364.00	52	\$	364.00	52	\$	364.00	100%
176	WASHINGTON - INSTALL 15" RCP	682.00	LF	62.00	42,284.00	386	\$	23,932.00	682	\$	42,284.00	100%
177	WASHINGTON - INSTALL 18" RCP	1,458.00	LF	65.00	94,770.00	267	\$	17,355.00	1458	\$	94,770.00	100%
178	WASHINGTON - INSTALL 24" RCP	112.00	LF	145.00	16,240.00	112	\$	16,240.00	112	\$	16,240.00	100%
179	WASHINGTON - GRAVEL DRIVEWAY REPAIR	579.00	SY	44.00	25,476.00	78	\$	3,432.00	579	\$	25,476.00	100%
180	WASHINGTON - REM & REPL ASPH DRIVEWAY	166.00	SF	33.00	5,478.00		\$	-	0	\$	-	0%
181	WASHINGTON - SAWCUT ASPHALT	747.00	LF	2.00	1,494.00	235	\$	470.00	747	\$	1,494.00	100%
182	WASHINGTON - REM & REPL CONCRETE DRIVEWAY	97.00	SF	22.00	2,134.00	97	\$	2,134.00	97	\$	2,134.00	100%
183	WASHINGTON - SAWCUT CONCRETE	440.00	LF	2.00	880.00	190	\$	380.00	387	\$	774.00	88%
184	WASHINGTON - REMOVE SET	4.00	EA	500.00	2,000.00		\$	-	4	\$	2,000.00	100%
185	WASHINGTON - INSTALL 18" SET	4.00	EA	2,500.00	10,000.00		\$	-	4	\$	10,000.00	100%
186	WASHINGTON - REM & REPL DRIVEWAY HEADWALL	2.00	EA	3,000.00	6,000.00		\$	-	2	\$	6,000.00	100%
187	15TH - REGRADE DITCH	2,801.00	LF	7.00	19,607.00		\$	-	2801	\$	19,607.00	100%
188	15TH - REMOVE 15" CULVERT	262.00	LF	7.00	1,834.00		\$	-	262	\$	1,834.00	100%
189	15TH - REMOVE 18" CULVERT	268.00	LF	7.00	1,876.00		\$	-	268	\$	1,876.00	100%
190	15TH - INSTALL 15" RCP	262.00	LF	62.00	16,244.00		\$	-	262	\$	16,244.00	100%
191	15TH - INSTALL 18" RCP	258.00	LF	65.00	15,480.00		\$	-	258	\$	16,770.00	100%
192	15TH - INSTALL 24" RCP	30.00	LF	145.00	4,350.00		\$	-	30	\$	4,350.00	100%
193	15TH - GRAVEL DRIVEWAY REPAIR	199.00	SY	44.00	8,756.00		\$	-	199	\$	8,756.00	100%
194	15TH - REM & REPL ASPHALT DRIVEWAY	27.00	SF	33.00	891.00		\$	-	0	\$	-	0%
195	15TH - SAWCUT ASPHALT	124.00	LF	2.00	248.00		\$	-	124	\$	248.00	100%
196	14TH - REGRADE DITCH	1,601.00	LF	7.00	11,207.00		\$	-	1601	\$	11,207.00	100%
197	14TH - CLEAN CULVERTS 12" - 30"	50.00	LF	50.00	2,500.00		\$	-	0	\$	-	0%
198	14TH - REMOVE 18" CULVERT	226.00	LF	7.00	1,582.00		\$	-	226	\$	1,582.00	100%
199	14TH - REMOVE 24" CULVERT	50.00	LF	7.00	350.00		\$	-	50	\$	350.00	100%
200	14TH - INSTALL 18" RCP	114.00	LF	60.00	6,840.00		\$	-	114	\$	6,840.00	100%
201	14TH - INSTALL 24" RCP	162.00	LF	145.00	23,490.00		\$	-	162	\$	23,490.00	100%
202	14TH - GRAVEL DRIVEWAY REPAIR	33.00	SY	44.00	1,452.00		\$	-	33	\$	1,452.00	100%

203	14TH - REM & REPL ASPH DRIVEWAY	44.000	SF	33.00	1,452.00		\$	-	0	\$	-	0%
204	14TH - SAWCUT ASPHALT	199.000	LF	2.00	398.00		\$	-	199	\$	398.00	100%
205	6TH - REGRADE DITCH	370.000	LF	7.00	2,590.00	370	\$	2,590.00	370	\$	2,590.00	100%
206	6TH - REMOVE 12" CULVERT	20.000	LF	7.00	140.00		\$	-	20	\$	140.00	100%
207	6TH - REMOVE 24" CULVERT	344.000	LF	7.00	2,408.00		\$	-	0	\$	-	0%
208	6TH - INSTALL 18" RCP	118.000	LF	95.00	11,210.00		\$	-	94	\$	8,930.00	80%
209	6TH - GRAVEL DRIVEWAY REPAIR	63.000	SY	44.00	2,772.00		\$	-	37	\$	1,628.00	59%
210	6TH - JUNCTION BOX	1.000	EA	4,000.00	4,000.00		\$	-	0	\$	-	0%
211	6TH - ASPH PAVEMENT RECONSTRUCTION	549.000	SY	33.00	18,117.00		\$	-	0	\$	-	0%
211A	LIMESTONE	70.000	TN	7.00	490.00		\$	-	0	\$	-	0%
211B	CEMENT	10.000	TN	7.00	70.00		\$	-	0	\$	-	0%
212	4TH - REGRADE DITCH	1,658.000	LF	7.00	11,606.00		\$	-	1658	\$	11,606.00	100%
213	4TH - REMOVE 12" CULVERT	10.000	LF	7.00	70.00		\$	-	10	\$	70.00	100%
214	4TH - REMOVE 15" CULVERT	82.000	LF	7.00	574.00		\$	-	82	\$	574.00	100%
215	4TH - REMOVE 18" CULVERT	50.000	LF	7.00	350.00		\$	-	50	\$	350.00	100%
216	4TH - REMOVE 24" CULVERT	212.000	LF	7.00	1,484.00		\$	-	212	\$	1,484.00	100%
217	4TH - INSTALL 15" RCP	30.000	LF	62.00	276.00		\$	-	30	\$	1,860.00	100%
218	4TH - INSTALL 18" RCP	78.000	LF	65.00	5,070.00		\$	-	78	\$	5,070.00	100%
219	4TH - INSTALL 24" RCP	212.000	LF	145.00	30,740.00		\$	-	212	\$	30,740.00	100%
220	4TH - GRAVEL DRIVEWAY REPAIR	48.000	SY	44.00	2,112.00		\$	-	48	\$	2,112.00	100%
221	4TH - REM & REPL ASPH DRIVEWAY	114.000	SF	33.00	3,762.00		\$	-	0	\$	-	0%
222	4TH - SAWCUT ASPHALT	103.000	LF	2.00	206.00		\$	-	103	\$	206.00	100%
223	4TH - SADDLE INLET	1.000	EA	3,000.00	3,000.00		\$	-	0	\$	-	0%
224	VIRGINIA - REGRADE DITCH	945.000	LF	7.00	6,615.00	945	\$	6,615.00	945	\$	6,615.00	100%
225	VIRGINIA - CLEAN CULVERT 12" - 30"	88.000	LF	50.00	4,400.00		\$	-	40	\$	2,000.00	45%
226	VIRGINIA - REMOVE 12" CULVERT	278.000	LF	7.00	1,946.00		\$	-	278	\$	1,946.00	100%
227	VIRGINIA - REMOVE 15" CULVERT	80.000	LF	7.00	560.00		\$	-	80	\$	560.00	100%
228	VIRGINIA - INSTALL 15" RCP	366.000	LF	62.00	22,692.00		\$	-	366	\$	22,692.00	100%
229	VIRGINIA - GRAVEL DRIVEWAY REPAIR	110.000	SY	44.00	4,840.00		\$	-	110	\$	4,840.00	100%
230	VIRGINIA - REM & REPL CONCRETE DRIVEWAY	63.000	SF	22.00	1,386.00		\$	-	63	\$	1,386.00	100%
231	VIRGINIA - SAWCUT CONCRETE	49.000	LF	2.00	98.00		\$	-	49	\$	98.00	100%
232	VIRGINIA - REM & REPL CONCRETE HEADWALL	3.000	EA	3,000.00	9,000.00		\$	-	3	\$	9,000.00	100%
233	5TH - DITCH GRADING	1,734.000	LF	7.00	12,138.00		\$	-	1734	\$	12,138.00	100%
234	5TH - REMOVE 12" CULVERT	36.000	LF	7.00	252.00		\$	-	36	\$	252.00	100%
235	5TH - REMOVE 15" CULVERT	198.000	LF	7.00	1,386.00		\$	-	198	\$	1,386.00	100%
236	5TH - INSTALL 15" CULVERT	166.000	LF	62.00	10,292.00		\$	-	166	\$	10,292.00	100%
237	5TH - INSTALL 18" CULVERT	174.000	LF	65.00	11,310.00		\$	-	174	\$	11,310.00	100%
238	5TH - GRAVEL DRIVEWAY REPAIR	119.000	SY	44.00	5,236.00		\$	-	119	\$	5,236.00	100%
239	5TH - REMOVE AND REPLACE CONCRETE DRIVEWAY	91.000	SF	22.00	2,002.00	45	\$	990.00	45	\$	990.00	49%
240	5TH - SAWCUT CONCRETE	29.000	LF	2.00	58.00		\$	-	29	\$	58.00	100%
AA1	Regrade Ditch	2,016.000	LF	\$ 10.00	\$ 20,160.00		\$	-	0	\$	-	0%
AA2	Clean Existing Culvert 12"-30"	290.000	LF	\$ 50.00	\$ 14,500.00		\$	-	0	\$	-	0%
AA3	Clean Existing Culvert 30"-60"	662.000	LF	\$ 50.00	\$ 33,100.00		\$	-	0	\$	-	0%
AA4	Remove 30" RCP	48.000	LF	\$ 10.00	\$ 480.00		\$	-	0	\$	-	0%
AA5	Install 30" RCP	48.000	LF	\$ 200.00	\$ 9,600.00		\$	-	0	\$	-	0%
AA6	Saw Cut Asphalt	37.000	LF	\$ 2.00	\$ 74.00		\$	-	0	\$	-	0%
AA7	Asphalt Pavement Repair	16.000	SY	\$ 50.00	\$ 800.00		\$	-	0	\$	-	0%
AA8	AUGUST 2024 MATERIAL ON HAND INVOICE	1.000	LS	\$ 72,713.60	\$ 72,713.60		\$	-	0	\$	-	0%

Engineer

City of Seadrift



\$ 179,629.00	total to date:	\$ 2,689,624.00
\$ 8,981.45	retainage	\$ 134,481.20
\$ 170,647.55	paid to date	\$ 2,555,142.80

April 30, 2025

City of Seadrift  
Attn: Tracy Johnson, Mayor Pro-Tem  
501 South Main Street  
Seadrift, TX 77983

RE: City of Seadrift Drainage Improvements Project (GLO No. 22-085-070-D328)  
Application for Payment No. 13

Dear Mayor Pro-Tem Johnson:

Transmitted herewith is Application for Payment No. 13, dated April 11, 2025 from Matagorda Construction & Materials for work performed on the referenced project through April 1, 2025.

In my opinion, the amount requested is representative of the work actually completed by the contractor. It is my recommendation that payment in the amount of \$368,585.75 be made to Matagorda Construction & Materials.

Sincerely,



John D. Mercer, PE  
john.mercer@lynnngroup.com



cc: Gabriela Torres, g.torres@seadrifftx.org



## APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF PAGES

TO (OWNER):

CITY OF SEADRIFT

PROJECT:

[REDACTED]

APPLICATION NO:

PERIOD TO:

[REDACTED]

Distribution to:

☐ OWNER☐ ARCHITECT☐ CONTRACTOR

FROM (CONTRACTOR):

dba [REDACTED]

VIA (ARCHITECT):

LYNN ENGINEERING

ARCHITECT'S

PROJECT NO:

[REDACTED] 8

CONTRACT FOR:

CONTRACT DATE:

1-4-24

## CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY			
Change Orders approved in previous months by Owner		ADDITIONS	DEDUCTIONS
TOTAL			
Approved this Month			
Number	Date Approved		
1	3-28-24	63,708.00	(683,527.00)
2	8-28-24	32,017.00	Ø
3	12-20-24	125,533.00	Ø
TOTALS		221,258.00	(683,527.00)
Net change by Change Orders		(462,269.00)	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:

[Signature]

Date:

4-11-25

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

Application is made for Payment, as shown below, in connection with the Contract, Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM
2. Net change by Change Orders
3. CONTRACT SUM TO DATE
4. TOTAL COMPLETED & STORED TO DATE  
(Column G on G703)
5. RETAINAGE  
a. 5 % of Completed Work  
(Column D + E on G703)  
b. Ø % of Stored Material  
(Column F on G703)  
Total Retainage (Line 5A + 5b or  
Total in Column I of G703)
6. TOTAL EARNED LESS RETAINAGE  
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR  
PAYMENT (Line 6 from prior Certificates)
8. CURRENT PAYMENT DUE
9. BALANCE TO FINISH, PLUS RETAINAGE  
(Line 3 less Line 6)

\$ 3,940,141.00  
 \$ (462,269.00)  
 \$ 3,477,872.00  
 \$ 3,077,609.00  
 \$ 153,880.45  
 \$ Ø  
 \$ 153,880.45  
 \$ 2,923,728.55  
 \$ 2,555,142.80  
 \$ 368,585.75  
 \$ 554,143.45

State of:

TEXAS

County of:

HARRIS

Subscribed and sworn to before me this

11th day of

APRIL

Notary Public: Denise Montague

My Commission expires: 4-8-29

My Notary ID #

133022673

Expires April 8, 2029

AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied for.)

ARCHITECT: EGR.

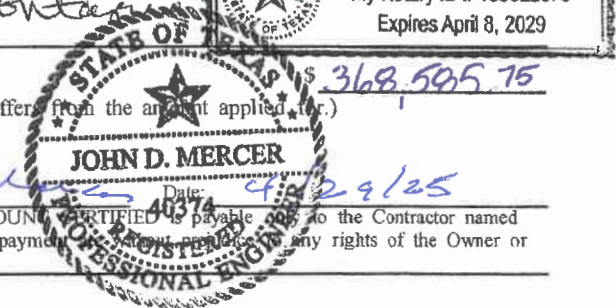
By:

[Signature]

Date:

4-11-25

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment by the Contractor constitute the Contractor's irrevocable and exclusive assignment of any rights of the Owner or Contractor under this Contract.





Seadrift Drainage Improvements Project UPDATED 3/01/25					ADJUSTED	ADJUSTED	Mar-25		TOTAL	TOTAL	%
Bid Item	Description	Bid Quantity	Unit	Unit price	CONTRACT \$	QTY INSTALLED	TOTAL \$		QTY TO DATE	TOTAL \$	COMPLETE
1	MOBILIZATION	1,000	LS	40,000.00	40,000.00		\$ -	0.75	\$ -	30,000.00	75%
2	BONDS AND INSURANCE	1,000	LS	30,000.00	30,000.00		\$ -	1	\$ -	30,000.00	100%
3	POTHOLE TO LOCATE UTILITIES	80,000	HR	280.00	22,400.00		\$ -	80	\$ -	22,400.00	100%
4	RELOCATE WATER METERS	10,000	EA	500.00	5,000.00		\$ -	6	\$ -	3,000.00	60%
5	RELOCATE SS CLEANOUTS	10,000	EA	500.00	5,000.00		\$ -	5	\$ -	2,500.00	50%
6	TRAFFIC CONTROL	1,000	LS	10,000.00	10,000.00		\$ -	0.9	\$ -	9,000.00	90%
7	RESEEDING DITCHES	1,000	LS	50,000.00	50,000.00		\$ -	0.5	\$ -	25,000.00	50%
8	SW3P PROTECTION	1,000	LS	10,000.00	10,000.00		\$ -	0.9	\$ -	9,000.00	90%
9	INSTALL NEW SHORT WATER SERVICE	17,000	LS	1,000.00	17,000.00		\$ -	17	\$ -	17,000.00	100%
10	INSTALL NEW LONG SIDE WATER SERVICE	1,000	LS	2,000.00	2,000.00	1	\$ 2,000.00	1	\$ -	2,000.00	100%
10a	INSTALL NEW SHORT SEWER SERVICE	3,000	EA	1,000.00	3,000.00		\$ -	3	\$ -	3,000.00	100%
10b	INSTALL NEW LONG SEWER SERVICE	1,000	EA	2,000.00	2,000.00	1	\$ 2,000.00	1	\$ -	2,000.00	100%
11	DENVER ST - REGRADE DITCH	2,276,000	LF	7.00	15,932.00		\$ -	2276	\$ -	15,932.00	100%
12	DENVER ST - CLEAN CULVERT 12" - 30"	174,000	LF	65.00	11,310.00	167	\$ 10,855.00	174	\$ -	11,310.00	100%
13	DENVER ST - REM 12" CULV	90,000	LF	7.00	630.00		\$ -	90	\$ -	630.00	100%
14	DENVER ST - REM 15" CULV	118,000	LF	7.00	826.00		\$ -	118	\$ -	826.00	100%
15	DENVER ST - REM 18" CULV	166,000	LF	7.00	1,162.00	42	\$ 294.00	166	\$ -	1,162.00	100%
16	DENVER ST - REM 30" CULVERT	32,000	LF	7.00	224.00	12	\$ 84.00	32	\$ -	224.00	100%
17	DENVER ST - INSTALL 15" RCP	250,000	LF	62.00	9,639.00		\$ -	250	\$ -	15,500.00	100%
18	DENVER ST - INSTALL 18" RCP	138,000	LF	65.00	8,970.00		\$ -	138	\$ -	8,970.00	100%
19	DENVER ST - INSTALL 24" RCP	304,000	LF	85.00	25,840.00		\$ -	304	\$ -	25,840.00	100%
20	DENVER ST - GRAVEL DRIVEWAY REPAIR	251,000	SY	44.00	11,044.00		\$ -	251	\$ -	11,044.00	100%
21	DENVER ST - REM & REPL ASPH DRIVEWAY	23,000	SF	33.00	759.00		\$ -	0	\$ -	-	0%
22	DENVER ST - SAWCUT ASPHALT	103,000	LF	2.00	206.00		\$ -	103	\$ -	206.00	100%
22	DENVER ST - REM & REPLACE DRIVEWAY HEADWALL	2,000	EA	3,000.00	6,000.00		\$ -	0	\$ -	-	0%
23	OAKLAND ST - REGRADE DITCH	5,436,000	LF	7.00	38,052.00	2936	\$ 20,552.00	5436	\$ -	38,052.00	100%
24	OAKLAND ST - REM 4"-8" CULVERT	18,000	LF	7.00	126.00		\$ -	18	\$ -	126.00	100%
25	OAKLAND ST - REM 12" CULVERT	576,000	LF	7.00	4,032.00		\$ -	576	\$ -	4,032.00	100%
26	OAKLAND ST - REM 15" CULVERT	506,000	LF	7.00	3,542.00		\$ -	506	\$ -	3,542.00	100%
27	OAKLAND ST - REM 18" CULVERT	654,000	LF	7.00	4,578.00		\$ -	654	\$ -	4,578.00	100%
28	OAKLAND ST - INSTALL 12" RCP	188,000	LF	70.00	13,160.00		\$ -	188	\$ -	13,160.00	100%
29	OAKLAND ST - INSTALL 15" RCP	736,000	LF	62.00	45,632.00		\$ -	736	\$ -	45,632.00	100%
30	OAKLAND ST - INSTALL 18" RCP	556,000	LF	65.00	36,140.00		\$ -	556	\$ -	36,140.00	100%
31	OAKLAND ST - INSTALL 24" RCP	1,185,000	LF	175.00	207,375.00	600	\$ 105,000.00	708	\$ -	123,900.00	60%
32	OAKLAND ST - INSTALL 36" RCP	667,000	LF	285.00	190,095.00	200	\$ 57,000.00	363	\$ -	103,455.00	54%
33	OAKLAND ST - INSTALL 42" RCP	110,000	LF	365.00	40,150.00	60	\$ 21,900.00	110	\$ -	40,150.00	100%
34	OAKLAND ST - GRAVEL DRIVEWAY REPAIR	574,000	SY	44.00	25,256.00		\$ -	574	\$ -	25,256.00	100%
35	OAKLAND ST - REM & REPL ASPH DRIVEWAY	9,000	SF	33.00	297.00		\$ -	0	\$ -	-	0%
36	OAKLAND ST - SAWCUT ASPHALT	201,000	LF	2.00	402.00		\$ -	201	\$ -	402.00	100%
37	OAKLAND ST - REM & REPL CONCRETE DRIVEWAY	405,000	SF	28.00	11,340.00	-60	\$ (1,680.00)	405	\$ -	11,340.00	100%
38	OAKLAND ST - SAWCUT CONCRETE	190,000	LF	2.00	380.00		\$ -	190	\$ -	380.00	100%
39	OAKLAND ST - JUNCTION BOX	5,000	EA	4,000.00	20,000.00	3	\$ 12,000.00	5	\$ -	20,000.00	100%
40	OAKLAND ST - REMOVE SET	2,000	EA	1,500.00	3,000.00		\$ -	2	\$ -	3,000.00	100%
41	OAKLAND ST - INSTALL 24" SET	2,000	EA	3,200.00	6,400.00		\$ -	2	\$ -	6,400.00	100%
42	OAKLAND ST - ASPH PAVEMENT RECONSTRUCTION	3,120,000	SY	17.00	53,040.00		\$ -	0	\$ -	-	0%
42A	LIMESTONE	400,000	TN	42.00	16,800.00		\$ -	0	\$ -	-	0%
42B	CEMENT	60,000	TN	300.00	18,000.00		\$ -	0	\$ -	-	0%
43	TOLEDO ST - REGRADE DITCH	332,000	LF	7.00	2,324.00		\$ -	332	\$ -	2,324.00	100%
44	TOLEDO ST - REM 12" CULVERT	20,000	LF	7.00	140.00		\$ -	20	\$ -	140.00	100%
45	TOLEDO ST - REM 15" CULVERT	60,000	LF	7.00	420.00		\$ -	60	\$ -	420.00	100%
46	TOLEDO ST - REM 18" CULVERT	22,000	LF	7.00	154.00		\$ -	22	\$ -	154.00	100%
47	TOLEDO ST - REM 24" CULVERT	52,000	LF	7.00	364.00		\$ -	52	\$ -	364.00	100%
48	TOLEDO ST - INSTALL 15" RCP	130,000	LF	62.00	8,060.00		\$ -	130	\$ -	8,060.00	100%
49	TOLEDO ST - INSTALL 24" RCP	52,000	LF	145.00	7,540.00		\$ -	52	\$ -	7,540.00	100%
50	TOLEDO ST - GRAVEL DRIVEWAY REPAIR	46,000	SY	44.00	2,024.00		\$ -	46	\$ -	2,024.00	100%
51	TOLEDO ST - REM & REPL ASPH DRIVEWAY	24,000	SF	33.00	792.00		\$ -	0	\$ -	-	0%
52	TOLEDO ST - SAWCUT ASPHALT	107,000	LF	2.00	214.00		\$ -	107	\$ -	214.00	100%
53	BILL TINDALL ST - REGRADE DITCH	3,204,000	LF	7.00	22,428.00		\$ -	3204	\$ -	22,428.00	100%
54	BILL TINDALL ST - REM 12" CULVERT	60,000	LF	7.00	420.00		\$ -	60	\$ -	420.00	100%
55	BILL TINDALL ST - REM 15" CULVERT	164,000	LF	7.00	1,148.00		\$ -	164	\$ -	1,148.00	100%
56	BILL TINDALL ST - REM 18" CULVERT	684,000	LF	7.00	4,788.00		\$ -	684	\$ -	4,788.00	100%
57	BILL TINDALL ST - REM 24" CULVERT	190,000	LF	7.00	1,330.00		\$ -	190	\$ -	1,330.00	100%
58	BILL TINDALL ST - INSTALL 15" RCP	60,000	LF	60.00	3,600.00		\$ -	60	\$ -	3,600.00	100%
59	BILL TINDALL ST - INSTALL 18" RCP	666,000	LF	65.00	43,290.00		\$ -	666	\$ -	43,290.00	100%
60	BILL TINDALL ST - INSTALL 24" RCP	410,000	LF	130.00	53,300.00		\$ -	410	\$ -	53,300.00	100%
61	BILL TINDALL ST - GRAVEL DRIVEWAY REPAIR	341,000	LF	44.00	15,004.00		\$ -	341	\$ -	15,004.00	100%
62	BILL TINDALL ST - REMOVE AND REPLACE ASPH DRIVEWAY	39,000	SF	33.00	1,287.00		\$ -	0	\$ -	-	0%
63	BILL TINDALL ST - SAWCUT ASPHALT	160,000	LF	2.00	320.00		\$ -	160	\$ -	320.00	100%
64	REMOVE/REPLACE CONCRETE HEADWALL	0,000	EA	3,000.00	0.00		\$ -	0	\$ -	-	0%
65	BILL TINDALL ST - REM & REPL CONCRETE DRIVEWAY	270,000	SF	30.00	8,100.00		\$ -	270	\$ -	8,100.00	100%
66	BILL TINDALL ST - SAWCUT CONCRETE	131,000	LF	2.00	262.00		\$ -	131	\$ -	262.00	100%
67	AUSTIN AVE - REGRADE DITCH	2,494,000	LF	7.00	17,458.00		\$ -	2494	\$ -	17,458.00	100%
68	AUSTIN AVE - REMOVE 10" CULVERT	16,000	LF	7.00	112.00		\$ -	16	\$ -	112.00	100%
69	AUSTIN AVE - REMOVE 12" CULVERT	284,000	LF	7.00	1,988.00		\$ -	284	\$ -	1,988.00	100%
70	AUSTIN AVE - REMOVE 15" CULVERT	224,000	LF	7.00	1,568.00		\$ -	224	\$ -	1,568.00	100%
71	AUSTIN AVE - REMOVE 18" CULVERT	118,000	LF	7.00	826.00		\$ -	118	\$ -	826.00	100%
72	AUSTIN AVE - REMOVE 24" CULVERT	28,000	LF	7.00	196.00		\$ -	28	\$ -	196.00	100%
73	AUSTIN AVE - INSTALL 15" RCP	360,000	LF	62.00	22,320.00		\$ -	360	\$ -	22,320.00	100%
74	AUSTIN AVE - INSTALL 18" RCP	176,000	LF	65.00	11,440.00		\$ -	176	\$ -	11,440.00	100%
75	AUSTIN AVE - INSTALL 24" RCP	28,000	LF	130.00	3,640.00		\$ -	28	\$ -	3,640.00	100%
76	AUSTIN AVE - GRAVEL DRIVEWAY REPAIR	140,000	SY	44.00	6,160.00		\$ -	140	\$ -	6,160.00	100%
77	AUSTIN AVE - REM & REPL ASPH DRIVEWAY	58,000	SF	33.00	1,914.00		\$ -	0	\$ -	-	0%
78	AUSTIN AVE - SAWCUT ASPHALT	248,000	LF	2.00	496.00		\$ -	248	\$ -	496.00	100%
79	AUSTIN AVE - REM & REPL CONCRETE DRIVEWAYS	63,000	SF	30.00	1,890.00	63	\$ 1,890.00	63	\$ -	1,890.00	100%
80	AUSTIN AVE - SAWCUT CONCRETE	20,000	LF	2.00	40.00		\$ -	20	\$ -	40.00	100%
81	BROADWAY - REGRADE DITCH	3,630,000	LF	7.00	25,410.00		\$ -	3630	\$ -	25,410.00	100%
82	BROADWAY - REM 12" CULVERT	30,000	LF	7.00	210.00		\$ -	30	\$ -	210.00	100%
83	BROADWAY - REM 15" CULVERT	122,000	LF	7.00	854.00		\$ -	122	\$ -	854.00	100%
84	BROADWAY - REM 18" CULVERT	908,000	LF	7.00	6,356.00		\$ -	908	\$ -	6,356.00	100%
85	BROADWAY - REM 21"-24" CULVERT	936,000	LF	7.00	6,552.00		\$ -	936	\$ -	6,552.00	100%
86	BROADWAY - INSTALL 15" RCP	62,000	LF	62.00	3,844.00		\$ -	62	\$ -	3,844.00	100%
87	BROADWAY - INSTALL 18" RCP	454,000	LF	65.00	29,510.00		\$ -	454	\$ -	29,510.00	100%
88	BROADWAY - INSTALL 24" RCP	934,000	LF	145.00	135,430.00		\$ -	934	\$ -	135,430.00	100%
89	BROADWAY - GRAVEL DRIVEWAY REPAIR	469,000	SY	44.00	20,636.00		\$ -	469	\$ -	20,636.00	100%
90	BROADWAY - REM & REPL ASPH DRIVEWAY	67,000	SF	33.00	2,211.00		\$ -	0	\$ -	-	0%
90	BROADWAY - SAWCUT ASPHALT	304,000	LF	2.00	608.00		\$ -	304	\$ -	608.00	100%



91	BROADWAY - REM & REPL CONCRETE DRIVEWAY	324.000	SF	22.00	7,128.00	261	\$	5,742.00	297	\$	6,534.00	92%
92	BROADWAY - SAWCUT CONCRETE	173.000	LF	2.00	346.00		\$	-	173	\$	346.00	100%
93	STLOUIS - REGRADE DITCH	6,554.000	LF	7.00	45,878.00		\$	-	6554	\$	45,878.00	100%
94	STLOUIS - CLEAN CULVERT 12"-30"	32.000	LF	50.00	1,600.00	32	\$	1,600.00	32	\$	1,600.00	100%
95	STLOUIS - REM 12" CULVERT	264.000	LF	7.00	1,848.00	36	\$	252.00	264	\$	1,848.00	100%
96	STLOUIS - REM 15" CULVERT	1,105.000	LF	7.00	7,735.00		\$	-	1105	\$	7,735.00	100%
97	STLOUIS - REM 18" CULVERT	446.000	LF	7.00	3,122.00		\$	-	446	\$	3,122.00	100%
98	STLOUIS - REM 24" CULVERT	20.000	LF	7.00	140.00		\$	-	20	\$	140.00	100%
99	STLOUIS - INSTALL 15" RCP	300.000	LF	62.00	18,600.00		\$	-	100	\$	6,200.00	33%
100	STLOUIS - INSTALL 18" RCP	2,166.000	LF	65.00	140,790.00		\$	-	1684	\$	109,460.00	78%
101	STLOUIS - INSTALL 24" RCP	164.000	LF	145.00	23,780.00		\$	-	110	\$	15,950.00	67%
102	STLOUIS - GRAVEL DRIVEWAY REPAIR	533.000	SY	44.00	23,452.00		\$	-	422	\$	18,568.00	79%
103	STLOUIS - REM & REPL ASPH DRIVEWAY	237.000	SF	33.00	7,821.00		\$	-	0	\$	-	0%
104	STLOUIS - SAWCUT ASPHALT	2,055.000	LF	2.00	4,110.00		\$	-	52	\$	104.00	3%
105	STLOUIS - REM & REPL CONCRETE DRIVEWAY	5,494.000	SF	22.00	120,868.00	566	\$	12,452.00	1538	\$	33,836.00	28%
106	STLOUIS - SAWCUT CONCRETE	738.000	LF	2.00	1,476.00		\$	-	738	\$	1,476.00	100%
107	STLOUIS - REM & REPLACE DRIVEWAY HEADWALL	2.000	EA	3,000.00	6,000.00		\$	-	2	\$	6,000.00	100%
108	STLOUIS - REMOVE CURB AND GUTTER	1,374.000	LF	6.00	8,244.00		\$	-	0	\$	-	0%
109	CLEVELAND - REGRADE DITCH	5,319.000	LF	7.00	37,233.00		\$	-	5319	\$	37,233.00	100%
110	CLEVELAND - REMOVE 12" CULVERT	425.000	LF	7.00	2,982.00		\$	-	426	\$	2,982.00	100%
111	CLEVELAND - REMOVE 15" CULVERT	1,370.000	LF	7.00	9,590.00		\$	-	1370	\$	9,590.00	100%
112	CLEVELAND - REMOVE 18" CULVERT	314.000	LF	7.00	2,198.00		\$	-	314	\$	2,198.00	100%
113	CLEVELAND - INSTALL 15" RCP	332.000	LF	62.00	20,584.00		\$	-	332	\$	20,584.00	100%
114	CLEVELAND - INSTALL 18" RCP	1,936.000	LF	65.00	125,840.00		\$	-	1963	\$	127,595.00	101%
115	CLEVELAND - INSTALL 24" RCP	264.000	LF	145.00	38,280.00		\$	-	264	\$	38,280.00	100%
116	CLEVELAND - GRAVEL DRIVEWAY REPAIR	704.000	SY	44.00	30,976.00		\$	-	704	\$	30,976.00	100%
117	CLEVELAND - REM & REPL ASPH DRIVEWAY	98.000	SF	33.00	3,234.00		\$	-	0	\$	-	0%
118	CLEVELAND - SAWCUT ASPHALT	490.000	LF	2.00	980.00		\$	-	490	\$	980.00	100%
119	CLEVELAND - CONCRETE HEADWALL	0.000	EA	3,000.00	0.00		\$	-	-		-	-
119	CLEVELAND - REM & REPL CONC DRIVEWAY	486.000	SF	22.00	10,692.00	432	\$	9,504.00	486	\$	10,692.00	100%
120	CLEVELAND - SAWCUT CONCRETE	240.000	LF	2.00	480.00		\$	-	240	\$	480.00	100%
121	HOUSTON - REGRADE DITCH	7,059.000	LF	7.00	49,413.00		\$	-	7059	\$	49,413.00	100%
122	HOUSTON - CLEAN CULVERT 12"-30"	206.000	LF	50.00	10,300.00	206	\$	10,300.00	206	\$	10,300.00	100%
123	HOUSTON - REM 4"-8" CULVERT	20.000	LF	7.00	140.00		\$	-	20	\$	140.00	100%
124	HOUSTON - REM 12" CULVERT	646.000	LF	7.00	4,522.00		\$	-	646	\$	4,522.00	100%
125	HOUSTON - REM 15" CULVERT	1,272.000	LF	7.00	8,904.00		\$	-	1272	\$	8,904.00	100%
126	HOUSTON - REM 18" CULVERT	298.000	LF	7.00	2,086.00		\$	-	298	\$	2,086.00	100%
127	HOUSTON - REM 24" CULVERT	46.000	LF	7.00	322.00		\$	-	46	\$	322.00	100%
128	HOUSTON - INSTALL 15" RCP	904.000	LF	62.00	56,048.00		\$	-	904	\$	56,048.00	100%
129	HOUSTON - INSTALL 18" RCP	1,582.000	LF	65.00	102,830.00		\$	-	1582	\$	102,830.00	100%
130	HOUSTON - INSTALL 24" RCP	72.000	LF	145.00	10,440.00		\$	-	72	\$	10,440.00	100%
131	HOUSTON - GRAVEL DRIVEWAY REPAIR	762.000	SY	44.00	33,528.00		\$	-	762	\$	33,528.00	100%
132	HOUSTON - REM & REPL ASPH DRIVEWAY	119.000	SF	33.00	3,927.00		\$	-	0	\$	-	0%
133	HOUSTON - SAWCUT ASPHALT	540.000	LF	2.00	1,080.00		\$	-	540	\$	1,080.00	100%
134	HOUSTON - REM & REPL CONCRETE DRIVEWAY	630.000	SF	22.00	13,860.00	369	\$	8,118.00	439	\$	9,658.00	70%
135	HOUSTON - SAWCUT CONCRETE	282.000	LF	2.00	564.00		\$	-	282	\$	564.00	100%
136	HOUSTON - REM & REPL DRIVEWAY HEADWALL	2.000	EA	3,000.00	6,000.00		\$	-	2	\$	6,000.00	100%
137	HOUSTON - REM & REPL WALWAY AS NECESSARY	1.000	EA	5,000.00	5,000.00		\$	-	1	\$	5,000.00	100%
138	DALLAS - REGRADE DITCH	4,404.000	LF	7.00	30,828.00		\$	-	4404	\$	30,828.00	100%
139	DALLAS - CLEAN CULVERT 12"-30"	58.000	LF	50.00	2,900.00	58	\$	2,900.00	58	\$	2,900.00	100%
140	DALLAS - REM 4"-8" CULVERT	52.000	LF	7.00	364.00		\$	-	52	\$	364.00	100%
141	DALLAS - REM 10" CULVERT	8.000	LF	7.00	56.00		\$	-	8	\$	56.00	100%
142	DALLAS - REM 12" CULVERT	466.000	LF	7.00	3,262.00	20	\$	140.00	466	\$	3,262.00	100%
143	DALLAS - REM 15" CULVERT	680.000	LF	7.00	4,760.00		\$	-	680	\$	4,760.00	100%
144	DALLAS - REM 18" CULVERT	254.000	LF	7.00	1,778.00		\$	-	254	\$	1,778.00	100%
145	DALLAS - REM 18"-21" CULVERT	20.000	LF	7.00	140.00		\$	-	20	\$	140.00	100%
146	DALLAS - INSTALL 15" RCP	462.000	LF	62.00	28,644.00	46	\$	2,852.00	462	\$	28,644.00	100%
147	DALLAS - INSTALL 18" RCP	972.000	LF	65.00	63,180.00		\$	-	972	\$	63,180.00	100%
148	DALLAS - INSTALL 24" RCP	86.000	LF	145.00	12,470.00		\$	-	86	\$	12,470.00	100%
149	DALLAS - GRAVEL DRIVEWAY REPAIR	418.000	SY	44.00	18,392.00		\$	-	418	\$	18,392.00	100%
150	DALLAS - REM & REPL ASPHALT DRIVEWAY	196.000	SF	33.00	6,468.00		\$	-	0	\$	-	0%
151	DALLAS - SAWCUT ASPHALT	877.000	LF	2.00	1,754.00		\$	-	877	\$	1,754.00	100%
152	DALLAS - REM & REPL CONCRETE DRIVEWAY	144.000	SF	22.00	3,168.00	-16	\$	(352.00)	0	\$	-	0%
153	DALLAS - SAWCUT CONCRETE	58.000	LF	2.00	116.00		\$	-	58	\$	116.00	100%
154	DALLAS - REM & REPL DRIVEWAY HEADWALL	4.000	EA	3,000.00	12,000.00		\$	-	4	\$	12,000.00	100%
155	DALLAS - REM & REPL PIPE FENCE TO INST CULVERTS	1.000	LS	2,000.00	2,000.00		\$	-	1	\$	2,000.00	100%
156	BALTIMORE - REGRADE DITCH	4,625.000	LF	7.00	32,375.00		\$	-	4625	\$	32,375.00	100%
157	BALTIMORE - CLEAN CULVERT 12" - 30"	164.000	LF	50.00	8,200.00	164	\$	8,200.00	164	\$	8,200.00	100%
158	BALTIMORE - REM 12" CULVERT	538.000	LF	7.00	3,766.00		\$	-	538	\$	3,766.00	100%
159	BALTIMORE - REM 15" CULVERT	1,020.000	LF	7.00	7,140.00		\$	-	1020	\$	7,140.00	100%
160	BALTIMORE - REM 18" CULVERT	262.000	LF	7.00	1,834.00		\$	-	262	\$	1,834.00	100%
161	BALTIMORE - INSTALL 15" RCP	870.000	LF	62.00	53,940.00		\$	-	870	\$	53,940.00	100%
162	BALTIMORE - INSTALL 18" RCP	908.000	LF	65.00	59,020.00		\$	-	908	\$	59,020.00	100%
163	BALTIMORE - INTALL 24" RCP	180.000	LF	145.00	26,100.00		\$	-	180	\$	26,100.00	100%
164	BALTIMORE - GRAVEL DRIVEWAY REPAIR	553.000	SY	44.00	24,332.00		\$	-	553	\$	24,332.00	100%
165	BALTIMORE - REM & REPL ASPH DRIVEWAY	104.000	SF	33.00	3,432.00		\$	-	0	\$	-	0%
166	BALTIMORE - SAWCUT ASPHALT	509.000	LF	2.00	1,018.00		\$	-	509	\$	1,018.00	100%
167	BALTIMORE - REM & REPL CONCRETE DRIVEWAY	70.000	SF	22.00	1,540.00		\$	-	70	\$	1,540.00	100%
168	BALTIMORE - SAWCUT CONCRETE	242.000	LF	2.00	484.00	142	\$	284.00	242	\$	484.00	100%
169	WASHINGTON - REGRADE DITCH	7,196.000	LF	7.00	50,372.00		\$	-	7196	\$	50,372.00	100%
170	WASHINGTON - CLEAN CULVERT 12" - 30"	92.000	LF	50.00	4,600.00	20	\$	1,000.00	92	\$	4,600.00	100%
171	WASHINGTON - REMOVE 10" CULVERT	30.000	LF	7.00	210.00		\$	-	30	\$	210.00	100%
172	WASHINGTON - REMOVE 12" CULVERT	724.000	LF	7.00	5,068.00	70	\$	490.00	724	\$	5,068.00	100%
173	WASHINGTON - REMOVE 15" CULVERT	758.000	LF	7.00	5,306.00		\$	-	758	\$	5,306.00	100%
174	WASHINGTON - REMOVE 18" CULVERT	324.000	LF	7.00	2,268.00		\$	-	324	\$	2,268.00	100%
175	WASHINGTON - REMOVE 24" CULVERT	52.000	LF	7.00	364.00		\$	-	52	\$	364.00	100%
176	WASHINGTON - INSTALL 15" RCP	682.000	LF	62.00	42,284.00		\$	-	682	\$	42,284.00	100%
177	WASHINGTON - INSTALL 18" RCP	1,458.000	LF	65.00	94,770.00		\$	-	1458	\$	94,770.00	100%
178	WASHINGTON - INSTALL 24" RCP	112.000	LF	145.00	16,240.00		\$	-	112	\$	16,240.00	100%
179	WASHINGTON - GRAVEL DRIVEWAY REPAIR	579.000	SY	44.00	25,476.00		\$	-	579	\$	25,476.00	100%
180	WASHINGTON - REM & REPL ASPH DRIVEWAY	166.000	SF	33.00	5,478.00		\$	-	0	\$	-	0%
181	WASHINGTON - SAWCUT ASPHALT	747.000	LF	2.00	1,494.00		\$	-	747	\$	1,494.00	100%
182	WASHINGTON - REM & REPL CONCRETE DRIVEWAY	873.000	SF	22.00	19,206.00	765	\$	16,830.00	862	\$	18,964.00	99%
183	WASHINGTON - SAWCUT CONCRETE	440.000	LF	2.00	880.00	53	\$	106.00	440	\$	880.00	100%
184	WASHINGTON - REMOVE SET	4.000	EA	500.00	2,000.00		\$	-	4	\$	2,000.00	100%
185	WASHINGTON - INSTALL 18" SET	4.000	EA	2,500.00	10,000.00		\$	-	4	\$	10,000.00	100%
186	WASHINGTON - REM & REPL DRIVEWAY HEADWALL	2.000	EA	3,000.00	6,000.00		\$	-	2	\$	6,000.00	100%
187	15TH - REGRADE DITCH	2,801.000	LF	7.00	19,607.00		\$	-	2801	\$	19,607.00	100%
188	15TH - REMOVE 15" CULVERT	262.000	LF	7.00	1,834.00		\$	-	262	\$	1,834.00	100%

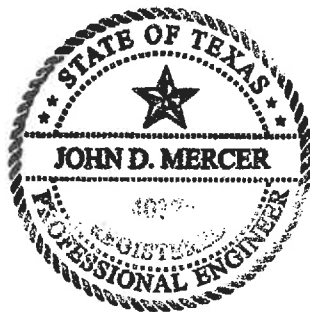
189	15TH - REMOVE 18" CULVERT	268.000	LF	7.00	1,876.00		\$	-	268	\$	1,876.00	100%
190	15TH - INSTALL 15" RCP	262.000	LF	62.00	16,244.00		\$	-	262	\$	16,244.00	100%
191	15TH - INSTALL 18" RCP	258.000	LF	65.00	15,480.00		\$	-	258	\$	16,770.00	100%
192	15TH - INSTALL 24" RCP	30.000	LF	145.00	4,350.00		\$	-	30	\$	4,350.00	100%
193	15TH - GRAVEL DRIVEWAY REPAIR	199.000	SY	44.00	8,756.00		\$	-	199	\$	8,756.00	100%
194	15TH - REM & REPL ASPHALT DRIVEWAY	27.000	SF	33.00	891.00		\$	-	0	\$	-	0%
195	15TH - SAWCUT ASPHALT	124.000	LF	2.00	248.00		\$	-	124	\$	248.00	100%
196	14TH - REGRADE DITCH	1,601.000	LF	7.00	11,207.00		\$	-	1601	\$	11,207.00	100%
197	14TH - CLEAN CULVERTS 12" - 30"	50.000	LF	50.00	2,500.00	50	\$	2,500.00	50	\$	2,500.00	100%
198	14TH - REMOVE 18" CULVERT	226.000	LF	7.00	1,582.00		\$	-	226	\$	1,582.00	100%
199	14TH - REMOVE 24" CULVERT	50.000	LF	7.00	350.00		\$	-	50	\$	350.00	100%
200	14TH - INSTALL 18" RCP	114.000	LF	60.00	6,840.00		\$	-	114	\$	6,840.00	100%
201	14TH - INSTALL 24" RCP	162.000	LF	145.00	23,490.00		\$	-	162	\$	23,490.00	100%
202	14TH - GRAVEL DRIVEWAY REPAIR	33.000	SY	44.00	1,452.00		\$	-	33	\$	1,452.00	100%
203	14TH - REM & REPL ASPH DRIVEWAY	44.000	SF	33.00	1,452.00		\$	-	0	\$	-	0%
204	14TH - SAWCUT ASPHALT	199.000	LF	2.00	398.00		\$	-	199	\$	398.00	100%
205	6TH - REGRADE DITCH	370.000	LF	7.00	2,590.00		\$	-	370	\$	2,590.00	100%
206	6TH - REMOVE 12" CULVERT	20.000	LF	7.00	140.00		\$	-	20	\$	140.00	100%
207	6TH - REMOVE 24" CULVERT	344.000	LF	7.00	2,408.00		\$	-	0	\$	-	0%
208	6TH - INSTALL 18" RCP (should be 24" RCP)	118.000	LF	95.00	11,210.00		\$	-	94	\$	8,930.00	80%
209	6TH - GRAVEL DRIVEWAY REPAIR	63.000	SY	44.00	2,772.00		\$	-	37	\$	1,628.00	59%
210	6TH - JUNCTION BOX	1.000	EA	4,000.00	4,000.00	0.5	\$	2,000.00	0.5	\$	2,000.00	50%
211	6TH - ASPH PAVEMENT RECONSTRUCTION	549.000	SY	33.00	18,117.00		\$	-	0	\$	-	0%
211A	LIMESTONE	70.000	TN	7.00	490.00		\$	-	0	\$	-	0%
211B	CEMENT	10.000	TN	7.00	70.00		\$	-	0	\$	-	0%
212	4TH - REGRADE DITCH	1,658.000	LF	7.00	11,606.00		\$	-	1658	\$	11,606.00	100%
213	4TH - REMOVE 12" CULVERT	10.000	LF	7.00	70.00		\$	-	10	\$	70.00	100%
214	4TH - REMOVE 15" CULVERT	82.000	LF	7.00	574.00		\$	-	82	\$	574.00	100%
215	4TH - REMOVE 18" CULVERT	50.000	LF	7.00	350.00		\$	-	50	\$	350.00	100%
216	4TH - REMOVE 24" CULVERT	212.000	LF	7.00	1,484.00		\$	-	212	\$	1,484.00	100%
217	4TH - INSTALL 15" RCP	30.000	LF	62.00	276.00		\$	-	30	\$	1,860.00	100%
218	4TH - INSTALL 18" RCP	78.000	LF	65.00	5,070.00		\$	-	78	\$	5,070.00	100%
219	4TH - INSTALL 24" RCP	212.000	LF	145.00	30,740.00		\$	-	212	\$	30,740.00	100%
220	4TH - GRAVEL DRIVEWAY REPAIR	48.000	SY	44.00	2,112.00		\$	-	48	\$	2,112.00	100%
221	4TH - REM & REPL ASPH DRIVEWAY	114.000	SF	33.00	3,762.00		\$	-	0	\$	-	0%
222	4TH - SAWCUT ASPHALT	103.000	LF	2.00	206.00		\$	-	103	\$	206.00	100%
223	4TH - SADDLE INLET	1.000	EA	3,000.00	3,000.00		\$	-	0	\$	-	0%
224	VIRGINIA - REGRADE DITCH	945.000	LF	7.00	6,615.00		\$	-	945	\$	6,615.00	100%
225	VIRGINIA - CLEAN CULVERT 12" - 30"	88.000	LF	50.00	4,400.00	48	\$	2,400.00	88	\$	4,400.00	100%
226	VIRGINIA - REMOVE 12" CULVERT	278.000	LF	7.00	1,946.00		\$	-	278	\$	1,946.00	100%
227	VIRGINIA - REMOVE 15" CULVERT	80.000	LF	7.00	560.00		\$	-	80	\$	560.00	100%
228	VIRGINIA - INSTALL 15" RCP	366.000	LF	62.00	22,692.00		\$	-	366	\$	22,692.00	100%
229	VIRGINIA - GRAVEL DRIVEWAY REPAIR	110.000	SY	44.00	4,840.00		\$	-	110	\$	4,840.00	100%
230	VIRGINIA - REM & REPL CONCRETE DRIVEWAY	63.000	SF	22.00	1,386.00		\$	-	63	\$	1,386.00	100%
231	VIRGINIA - SAWCUT CONCRETE	49.000	LF	2.00	98.00		\$	-	49	\$	98.00	100%
232	VIRGINIA - REM & REPL CONCRETE HEADWALL	3.000	EA	3,000.00	9,000.00		\$	-	3	\$	9,000.00	100%
233	5TH - DITCH GRADING	1,734.000	LF	7.00	12,138.00		\$	-	1734	\$	12,138.00	100%
234	5TH - REMOVE 12" CULVERT	36.000	LF	7.00	252.00		\$	-	36	\$	252.00	100%
235	5TH - REMOVE 15" CULVERT	198.000	LF	7.00	1,386.00		\$	-	198	\$	1,386.00	100%
236	5TH - INSTALL 15" CULVERT	166.000	LF	62.00	10,292.00		\$	-	166	\$	10,292.00	100%
237	5TH - INSTALL 18" CULVERT	174.000	LF	65.00	11,310.00		\$	-	174	\$	11,310.00	100%
238	5TH - GRAVEL DRIVEWAY REPAIR	119.000	SY	44.00	5,236.00		\$	-	119	\$	5,236.00	100%
239	5TH - REMOVE AND REPLACE CONCRETE DRIVEWAY	91.000	SF	22.00	2,002.00	46	\$	1,012.00	91	\$	2,002.00	100%
240	5TH - SAWCUT CONCRETE	29.000	LF	2.00	58.00		\$	-	29	\$	58.00	100%
AA1	Regrade Ditch	2,016.000	LF	\$ 10.00	\$ 20,160.00	2016	\$	20,160.00	2016	\$	20,160.00	100%
AA2	Clean Existing Culvert 12"-30"	290.000	LF	\$ 50.00	\$ 14,500.00	290	\$	14,500.00	290	\$	14,500.00	100%
AA3	Clean Existing Culvert 30"-60"	662.000	LF	\$ 50.00	\$ 33,100.00	662	\$	33,100.00	662	\$	33,100.00	100%
AA4	Remove 30" RCP	48.000	LF	\$ 10.00	\$ 480.00		\$	-	0	\$	-	0%
AA5	Install 30" RCP	48.000	LF	\$ 200.00	\$ 9,600.00		\$	-	0	\$	-	0%
AA6	Saw Cut Asphalt	37.000	LF	\$ 2.00	\$ 74.00		\$	-	0	\$	-	0%
AA7	Asphalt Pavement Repair	16.000	SY	\$ 50.00	\$ 800.00		\$	-	0	\$	-	0%
AUGUST 2024 MATERIAL ON HAND INVOICE		1.000	LS	\$ 72,713.60	\$ 72,713.60		\$	-	0	\$	-	0%

  
Engineer

Current project total: 3,620,694.00  
This period:

\$ 387,985.00	total to date: \$ 3,077,609.00
\$ 19,399.25	retalnage \$ 153,880.45
\$ 368,585.75	paid to date \$ 2,923,728.55

City of Seadrift




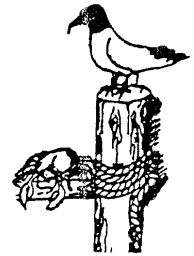
## **12. Code Enforcement**

- a. Take any action to approve the job description for a Code Enforcement Officer. (*Paul Gonzales*)
- b. Take any action on the appointment of a Code Enforcement Officer. (*Paul Gonzales*)





  
**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)



## CODE ENFORCEMENT OFFICER JOB DESCRIPTION

**POSITION:** CODE ENFORCEMENT OFFICER

**EMPLOYEE CLASSIFICATION:** PART-TIME

### **SUMMARY OF POSITION:**

Performs research, investigation, enforcement, and follow-up duties on various code and ordinance violations for the City of Seadrift. Issues notices of violation and citations for non-compliance with local ordinances, codes, and permits. Prepares cases for judicial process and acts as a public information resource.

### **ORGANIZATIONAL RELATIONSHIPS:**

This position works directly with the Public Official assigned but is accountable to all of the City Council. Works closely with City Hall staff, and the Seadrift Police Department. **This position has frequent contact with other law enforcement agencies**, related agencies and organizations, and the general public. (This position should not be in contact with other law enforcement agencies outside of the Seadrift Police Department. Contact with other law enforcement agencies should be funneled through the Police Department. There should be contact with other code enforcement agencies.)

### **MAJOR DUTIES:**

- Enforces City ordinances and codes, including, but not limited to solid waste, **relevant** environmental issues, junked and abandoned vehicles, dangerous or abandoned structures, signs, and fences.
- Issues municipal court citations for violations regarding city ordinances, codes, etc.
- Performs research and investigative work in determining the extent of violation and non-compliance, and in preparing cases for judicial processes, including photography of evidence. (with what program will this be documented where will reports be stored?)
- Attends court cases for the purpose of testifying and presenting evidence and assists in case preparation for the Municipal Court.
- Investigate and resolve citizen complaints received concerning suspected/potential **municipal code** violations.
- **Initiates towing of inoperable, illegally parked, and/or abandoned vehicles on public or private property.** (unless expressly written in the Seadrift ordinances the only persons authorized to remove an illegally parked vehicle from the roadway is a peace officer)

## SEADRIFT POLICE DEPARTMENT – CODE ENFORCEMENT OFFICER JOB DESCRIPTION

- Prepares, maintains, and files reports and records regarding activities, i.e., case files, inspection reports, incident reports, and citations. (again, using what software will this information be stored and filed to ensure an accurate system is in place for DPS retention laws?)
- Responds to citizen inquiries both orally and in writing.

### KNOWLEDGE AND SKILLS REQUIRED BY THE POSITION:

- Knowledge of local codes and ordinances.
- Knowledge of state and federal laws and statutes, as they relate to municipal code enforcement functions or the means by which to access such.
- Considerable knowledge of inspection and investigation methods and techniques.
- Skill in both written and oral communications for effective expression of concepts and clarity in information dissemination.
- Ability to establish and maintain effective working relationships with Public Officials, support staff, the public, and other department positions.
- Ability to exercise independent judgment in both routine and non-routine situations.
- Ability to perform duties with consistent courtesy and tact in frequent public contact.
- Ability to perform under conditions of severe stress and confrontational circumstances. (the potential to face a confrontational situation presents itself when the individual will be conducting physical property checks would the city be purchasing this individual a body camera to aid in alleviating the city from being liable for potential civil and criminal litigation??)
- Ability to issue and receive oral and written instructions.
- Office Software: current word processing, presentation, spreadsheet, and database programs used by the City.
- Public Speaking: Attend City Council meetings and speak before an audience.

### PHYSICAL DEMANDS AND WORKING CONDITIONS

- Some tasks are essentially sedentary, with occasional walking, bending, light lifting, or other restricted physical activities.
- Occasional tasks may require being performed with exposure to adverse environmental conditions.

### MINIMUM QUALIFICATIONS:

- State Code Enforcement Certification required or the ability to obtain within one year of hire.
- A high school diploma or GED equivalent required by the State of Texas



## SEADRIFT POLICE DEPARTMENT – CODE ENFORCEMENT OFFICER JOB DESCRIPTION

- A valid Texas Driver's license
- Public Sector and Code Enforcement experience preferred
- Must be able to pass a criminal background check
- Preferred associate's degree or higher education in fields such as criminal justice, public administration, or a related field
- Construction trades experience preferred (why not fire or criminal justice experience? What can the construction trades offer a profession geared toward quite literally law enforcement; ordinances after all are LAWS enacted by a municipality)

**13. Amendment to Outdoor Burning Ordinance EN-02** – Take any action to amend Section 3 of the EN-02 Ordinance and the Burn Permit form to allow more time for inspections of burn piles. (*Paul Gonzales*)



Incorporated December 27, 1912  
[www.seadrifftx.org](http://www.seadrifftx.org)

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### **AMENDMENT FOR SECTION 3 PERMIT REQUIREMENTS**

- A.** No person shall kindle or maintain any open fire, or authorize such fire to be kindled or maintained, on any private land or on any public street, alley, road, or other public grounds within the city or its extraterritorial jurisdiction without first having obtained a burn permit for such open fire from the City.
- B.** A permit shall be given only for good cause shown and shall be subject to such restrictions as may be deemed necessary to limit the hazardous effects on residents and property.
- C.** Permits will be issued and approved by the Seadrift Fire Department.
  - a.** Approved permits will be issued within five (5) business days.
  - b.** Permits will expire after 15 days.
- D.** When the burn permit is approved, the permit holder must call the Calhoun County 911 Dispatch before starting the burn, notifying them of the location, date, and time of the permitted burn. When the burn is completed or extinguished, the permit holder must call Dispatch to report the end of the burn.

**CITY OF SEADRIFT  
ORDINANCE  
EN02**

**ENVIRONMENTAL  
OUTDOOR BURNING**

**AN AMENDED ORDINANCE REGULATING THE OUTDOOR BURNING OF WASTE, TRASH, RUBBISH, BRUSH, LUMBER, DEBRIS, TREES, LIMBS, GRASS, LEAVES, PLASTICS, RUBBER, FURNITURE, CHEMICALS, OIL, FUEL, CARDBOARD, CLOTHING, CARPET AND ANY OTHER MATERIAL WITHIN THE CITY AND ITS EXTRATERRITORIAL JURISDICTION; PROMOTING THE PUBLIC HEALTH, SAFETY AND WELFARE OF RESIDENTS AND PROPERTY; ESTABLISHING DEFINITIONS AND PROVISIONS; AUTHORIZING DECLARATION OF BURN BANS AND BURN BAN LIMITS; AUTHORIZING MAYOR TO DECLARE LIMITED BURN BANS; ESTABLISHING BURN RESTRICTIONS; PROVIDING FOR ADMINISTRATION AND APPEAL; PROVIDING A PENALTY UP TO FIVE HUNDRED DOLLARS (\$500.00) FOR EACH VIOLATION; EACH DAY A VIOLATION IS ALLOWED TO EXIST CONSTITUTING A SEPARATE VIOLATION; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE:**

**WHEREAS,** TCEQ has issued rules regulating outdoor burning, and

**WHEREAS,** The City of Seadrift is updating this ordinance in accordance with those rules,

**NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF SEADRIFT, TEXAS**

**SECTION 1   Applicability**

This ordinance shall apply to the regulation of all outdoor burning within the City and its extraterritorial jurisdiction where applicable within the confines of state law.

**SECTION 2   Definitions**

**Burn Permit** shall mean a permit obtained from City Hall for the purposes of outdoor burning by means of an open fire.

**City** shall mean the City of Seadrift.

**City Official or Officer** shall mean any official of the City or any person designated by the City Council.

**Extinguish** shall mean the putting out of any fire or glowing embers by whatever method available.

**Extinguished** shall mean the complete absence of any visible flame, glowing embers or smoke.

**Extraterritorial Jurisdiction** shall mean the area extending one-half mile beyond the City Limits as currently defined by the Texas Local Government Code.

**Municipal Judge** shall mean either an appointed official with the duties of judge or the Mayor who has authority to hear cases in the absence of a municipal judge.

**Open Fire** shall mean burning in the open and not contained in some way by such things as fire-pits, barbeque pits, wood stoves, outdoor kitchens and etc. for recreational use.

**Owner of Record** shall mean the person(s) or corporation that is shown as the owner of an item or property either from City, County, State or Federal records.

**Sensitive Receptors** shall mean any person, animal or vegetation (nursery production, mushroom cultivation, pharmaceutical plant production or laboratory experiments involving plants) that are sensitive to smoke whether by inhalation or absorption.

**Street, Easement and Public Right of Way** shall mean the land opened, unopened, reserved, or dedicated for a street, roadway, sidewalk, drainage or other public purpose.

**Structure** shall mean in whole or part of any building, mobile home, manufactured home, travel trailer, motor home, shop, detached garage, car port, porch or barn.

**Sunrise/Sunset** shall mean the official United States Observatory tables available from the National Weather Service.

**Vehicle** shall mean any car, truck, bicycle, moped, scooter, motor cycle, golf cart, 3-wheeler, 4-wheeler, semi-trailer, token trailer, container (whether on wheels or not) or any other type vehicle.

**Waste – Domestic** shall mean material normally resulting from the function of life within a residence or business that can include, but not limited to, garbage, cardboard boxes, packaging, clothing, metal, plastic, oil, oil related materials (filters), fuel products, furniture, carpet and appliances.

**Waste – Construction** shall mean material normally resulting from construction, repair and remodeling activities such as treated lumber, paint, sheetrock, metal, plastics, asphalt shingles, tar paper, electrical insulation, explosive materials, oils, chemicals, rubber, tires and any other similar construction material that is cast off and allowed to accumulate as scrap.

**Waste – General** shall mean un-treated lumber, trees, limbs, tree trimmings, leaves and grass that otherwise may not be disposed of in the normal weekly waste pickup or annual city clean-up activities.

### **SECTION 3 Permit Required**

- A) No person shall kindle or maintain any open fire, or authorize such fire to be kindled or maintained, on any private land or on any public street, alley, road, or other public grounds within the city or its extraterritorial jurisdiction without first having obtained a burn permit for such open fire from the City.
- B) A permit shall be given only for good cause shown and shall be subject to such restrictions as may be deemed necessary to limit the hazardous effects on residents and property.

### **SECTION 4 Burn Bans**

A burn ban may be enacted by the Mayor, City Council or County Commissioners Court whenever the need arises because of drought, other weather conditions or other emergency conditions.

- A) A Burn Permit shall not be issued, for any reason, as long as a burn ban is in force.
- B) Commissioners Court may enact a county-wide burn ban and it shall automatically be enforced within the City and will be rescinded when Commissioners Court rescinds the county-wide burn ban.
- C) The City Council may enact a burn ban within the City and its extraterritorial jurisdiction when the need arises, independent of County action, and shall be in force until rescinded by City Council.
- D) The Mayor may enact a burn ban with a limited duration of forty-five (45) days without City Council Approval.
- E) In the event the Mayor enacts the burn ban, the City Council may:
  - Take no action on the burn ban and it will expire after forty-five (45) days, OR...



**FIRE DEPARTMENT USE  
ONLY**

Burn Location Inspected?

☐ Yes ☐ No

Approved? ☐ Yes ☐ No

Date Issued: \_\_\_\_\_

By: \_\_\_\_\_

**CITY OF SEADRIFT**

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

**CITY HALL USE ONLY**

Date Received: \_\_\_\_\_

By: \_\_\_\_\_

**BURN PERMIT**

Requestor's Name: \_\_\_\_\_

Date: \_\_\_\_\_

-Requestor's Phone number: \_\_\_\_\_

Address & Location of Burn: \_\_\_\_\_

Is Requestor the property Owner? ☐ YES ☐ NO, *IF No, who is the property owner?* \_\_\_\_\_

*Has Property Owner given permission for the burn?* ☐ YES ☐ NO

*Property Owner's Phone Number:* \_\_\_\_\_

Are Sensitive Receptors within 300 feet of burn or will they be downwind of the burn?

☐ NO ☐ YES, *IF Yes, PERMISSION MUST BE GRANTED by the Sensitive Receptor or owners of Sensitive Receptors before burn may begin. (see below for definition)*

A Sensitive Receptor is defined as certain vegetation, animals or humans that are sensitive to smoke inhalation or absorption. Vegetation may consist of nurseries, mushroom cultivation, special plant production or laboratory operations for experiments or pharmaceuticals. Animals may consist of small and exotic animals. Humans are people that are susceptible to smoke either by allergy or other health reasons, such as being on oxygen or where smoke will cause an adverse reaction. ANY complaint from a Sensitive Receptor or care giver of a Sensitive Receptor or owner of a Sensitive Receptor will result in an order to immediately extinguish the fire immediately.

**Does the Material to be burned contain any of the following: Domestic Waste (household garbage), leaves, cardboard, packaging, clothing, grass, metal, plastic, oil, oil filters, fuel, fuel filters, furniture, carpet, appliances, treated lumber, paint, sheetrock, asphalt, asphalt shingles, tar paper, electrical insulation, explosives, rubber, tires, vehicle/vehicle parts or any other similar product?** ☐ YES ☐ NO Describe what is to be burned: \_\_\_\_\_

When City or County implements a BURN BAN, ALL Burn Permits are canceled and must be reissued once the Burn Ban is lifted. BURNS MUST be attended at ALL times. NO burning BELOW or NEAR overhead wires. BURNING is ONLY ALLOWED between the hours of 1 hour AFTER SUNRISE and 1 hour BEFORE SUNSET – fire MUST BE EXTINGUISHED BEFORE or AFTER these hours. WIND MUST be blowing at least 6mph but no more than 15mph. A FUNCTIONING and pressured water hose capable of being moved completely around the burn MUST be already stretched out and available for use. LARGE burns may require multiple water hoses AND/OR the presence of the Fire Department. When instructed to extinguish the fire by a City Official due to a complaint or other infraction, the burn MUST BE EXTINGUISHED IMMEDIATELY. IF IN DOUBT, OBTAIN A COPY OF THE ORDINANCE EN02 IF QUESTIONS ARISE.

**THE CITY OF SEADRIFT IS NOT RESPONSIBLE for any damages set by individuals and individuals holding the Burn Permit will be held liable for any damages caused by the permitted burn.**

**MUST CALL THE CALHOUN COUNTY 911 DISPATCH BEFORE BURNING  
(361) 553-4646**

**WHEN BURN PERMIT IS APPROVED THE PERMIT HOLDER MUST CALL THE CALHOUN COUNTY 911 DISPATCHER AT (361)553-4646 BEFORE STARTING THE BURN, NOTIFYING THEM OF THE LOCATION, DATE AND TIME OF THE PERMITTED BURN. WHEN BURN IS COMPLETED OR FIRE EXTINGUISHED DISPATCHER MUST BE CALLED TO REPORT END OF BURN. IF BURN GETS OUT OF CONTROL CALL 911 IMMEDIATELY!**

**I have read and understand the requirements of performing a permitted burn and if I have any questions I understand that I have the right to read the entire ordinance governing permitted burns.**

Signature of Permit Requestor: \_\_\_\_\_

Date: \_\_\_\_\_

City of Seadrift  
EN02 Outdoor Burning Amended 2/2/16

Permit Expires (15 days from Issue Date): \_\_\_\_\_

**14. Municipal Court Clerk (Tracey Johnson)**

- a. Take any action on the job description for the Municipal Court Clerk.
- b. Take any action to appoint a Municipal Court Clerk and set a pay rate.



Incorporated December 27, 1912  
[www.seadrifftx.org](http://www.seadrifftx.org)

## CITY OF SEADRIFT

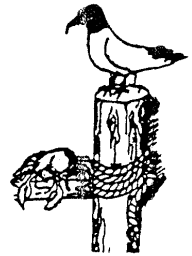
Post Office Box 159/501 S. Main St.

Seadrift, Texas 77983

Tel: (361) 785-2251

Fax: (361) 785-2208

[seadrift@seadrifftx.org](mailto:seadrift@seadrifftx.org)



### JOB DESCRIPTION

**POSITION:** MUNICIPAL COURT CLERK

### **EMPLOYEE CLASSIFICATION:**

### **SUMMARY OF POSITION:**

The Municipal Court carries out administrative tasks in the municipal court. They maintain accurate legal records, collect fees and fines, and oversee the preparation of court documents. The Municipal Court Clerk also provides support to judges and attorneys in court proceedings. This position requires strong organizational skills, attention to detail, and the ability to multitask in a fast-paced environment. The Clerk must ensure that all court proceedings are conducted legally and efficiently, and work collaboratively with other court officials to ensure effective communication. The Municipal Court Clerk plays a crucial role in the judicial process, assisting the court in ensuring justice is served.

### **ORGANIZATIONAL RELATIONSHIPS:**

This position works with the Municipal Court Judge, but their direct supervisor is the City Secretary. Works closely with the City Attorney. This position has frequent contact with the Seadrift Police Department's officers.

### **MAJOR DUTIES:**

- Manage court records and documents, including filing and retrieving them as necessary
- Answer phone calls, emails, and in-person inquiries about court processes and procedures
- Collect and process various fees and fines associated with court cases, following established guidelines and protocols
- Schedule dockets and court proceedings and manage the court calendar, ensuring that all cases are heard in a timely manner
- Prepare legal documents and correspondence, such as summonses, warrants, and subpoenas, as needed for court cases
- Coordinate with other courts and law enforcement officials to ensure that court proceedings run smoothly and efficiently
- Maintain accurate records of court proceedings and outcomes, including case dispositions, judgments, and verdicts
- Assist the Municipal Court Judge and City Attorney as needed with administrative tasks and other responsibilities associated with the court's operation
- Attend and participate in professional development opportunities and training sessions to stay

## **CITY OF SEADRIFT – MUNICIPAL COURT CLERK JOB DESCRIPTION**

current in municipal court policies, procedures and certifications

- Will perform other duties as may be assigned

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

- Knowledge of courtroom procedures and associated clerical functions.
- Skills to operate, or demonstrate ability to learn to operate, standard word processing and spreadsheet computer software, operate modern office equipment.
- Ability to apply legal terminology; use independent judgment regarding the release of confidential information; establish and maintain an effective working relationship with other city employees, attorneys, judges, and the general public; remain calm and courteous in high stress situations with people who are upset; communicate effectively, both orally and in writing; speak clearly and concisely; handle several items at one time; establish appropriate priorities; and work independently.

### **MINIMUM QUALIFICATIONS:**

- A high school diploma or GED equivalent required by the State of Texas.
- Preferred, but not required, to have two years of court clerical experience.
- Must be a notary public or have the ability to become one after being hired.
- Certification as Municipal Court Clerk by the Texas Municipal Courts Education Center (TMCEC) or obtained within 1 year



## **15. City Bookkeeper**

- a. Take any action to approve a job description for the City Bookkeeper.
- b. Take any action on the creation of a new position for City Bookkeeper, and to be funded by dissolving the Asst. Clerk position (Line Item 20) and funds from the City Secretary's salary (Line Item 22).



Incorporated December 27, 1912  
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## CITY OF SEADRIFT

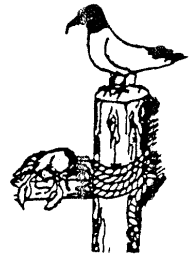
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### JOB DESCRIPTION

**POSITION:** BOOKKEEPING CLERK

**EMPLOYEE CLASSIFICATION:** FULL-TIME

### SUMMARY OF POSITION:

The purpose of this position is to perform highly responsible financial, accounting, and administrative duties in compliance with City and State policies, procedures and regulations, including, but not limited to budgeting, general ledger, payroll, accounts receivable, and accounts payable. Performs all other work as required

### ORGANIZATIONAL RELATIONSHIPS:

This position is accountable to all of the City Council. This position works with the City Mayor, Secretary, and Auditors, and frequently contacts other Department Supervisors.

### MAJOR DUTIES:

- Responsible for accounts payable procedures. Print checks, reconcile accounts, and correct entries as necessary.
- Answers questions on payments for vendors.
- Performs payroll functions and procedures, such as reconciliation of compensation, monitoring accruals, and reconciliation of Workers' Compensation
- Maintains payroll records.
- Enters accounts payable in the City's financial software system
- Reconciles cash receipts and prepare deposits; enters revenues into the computer on a weekly basis. Performs monthly revenue/expenditures and other fund reports for the City Council.
- Performs monthly reconciliation.
- Works closely with Department Heads, Department Supervisors, City Council, and City Mayor in preparing the annual Budget.
- Performs period-end reporting and year-end functions, including budget versus actual comparisons, journal entry adjustments, and closeout procedures.
- Assists the City Mayor with grant and project administration. Keeps track of requisitions for payment and reimbursement. Maintains all City insurance policies, bonding requirements, and health insurance policies in conjunction with the City Mayor. Handles all insurance claims.
- Attend relevant seminars and training sessions regularly to remain up-to-date on municipal and

## **CITY OF SEADRIFT – BOOKKEEPING CLERK JOB DESCRIPTION**

accounting rules and regulations in order to maximize proficiency in the position.

- Will perform other duties as may be assigned.

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

- Knowledge of courtroom procedures and associated clerical functions.
- Fundamental knowledge of GAAP.
- Practical knowledge of modern municipal fund accounting theory, principles and practices.
- Knowledge of internal control procedures, and bookkeeping and accounting procedures and systems.
- Ability to prepare complete and accurate accounting reports and statements.
- Ability to maintain accurate administrative, fiscal, general and confidential records and files.
- Ability to prepare reports and answer questions from records.
- Ability to communicate clearly and effectively both orally and in writing.
- Ability to maintain effective working relationships with other departments, employees, and the general public.
- Skill in computers and appropriate software applications.

### **MINIMUM QUALIFICATIONS:**

- Associate's degree in accounting, finance, or a related field preferred.
- Three (3) years' experience, preferably in a municipal office; or any equivalent combination and experience in bookkeeping or accounting role.

## **16. Amendment to Mayor & City Council Pay Policy**

– Take any action to approve an amendment to eliminate the extra pay for Public Officials and any other changes necessary for legal compliance.



**17. Executive Session** – At any time the City Council may adjourn into an Executive Session as needed on any of the foregoing and following agenda items for one or more of the purposes authorized by Chapter 551 of the Texas Government Code, in accordance with the authority contained in the following sections:

- a. **Section 551.071 (Attorney Consultation)** for consultation with the City Attorney regarding pending employment 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.

**18. Action on Executive Sessions Items** – The City Council will reconvene into an open session and take any action on any items discussed in the Executive Session.

**19. Adjournment**