



**AGENDA
REGULAR MEETING
FREEPORT CITY COUNCIL
MONDAY, NOVEMBER 20, 2023 AT 6:00 PM**

Mayor:

Brooks Bass

Council Members:

Jeff Pena

Jerry Cain

George Matamoros

Winston Rossow

City Manager:

Timothy Keltz

THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS, WILL MEET ON MONDAY, NOVEMBER 20, 2023 AT 6:00 PM, AT THE FREEPORT, POLICE DEPARTMENT, MUNICIPAL COURT ROOM, 430 NORTH BRAZOSPORT BOULEVARD FREEPORT TEXAS

This meeting will be live streamed via YouTube Live and may be accessed on the City of Freeport Facebook page: <https://www.facebook.com/freeporttexas> or by visiting <https://www.youtube.com/@cityoffreeporttx8375/streams>

THE MEETING IS BEING HELD FOR THE FOLLOWING PURPOSES:

CALL TO ORDER: The Mayor will call the meeting to order, declare a quorum if present, and declare notices legally posted pursuant to Open Meetings Act.

INVOCATION AND PLEDGE OF ALLEGIANCE: (Council Member)

CITIZENS' COMMENTS:

Members of the public are allowed to address the City Council at this time, and must include name and address. Note, specific factual information or a recitation of existing policy may be furnished in response to an inquiry made, but any deliberation, discussion, or decision with respect to any subject about which the inquiry was made shall be limited to a proposal to place such subject on the agenda for a subsequent meeting for which notice is provided in compliance with the Texas Open meetings Act unless said notice appears herein. The public is reminded that there is a (4) minute time limit as approved by City Council on June 21, 2010.

PRESENTATIONS/ANNOUNCEMENTS: Announcements by Mayor, City Council and/or Staff.

1. Presentation for Employee of the Month, for the month of October 2023. **(Tim Kelty)**
2. Annual presentation and update regarding Freeport MUD #1. **(Councilman Jeff Pena, Melanie Oldham)**

CONSENT AGENDA:

Consent Agenda items are considered to be routine in nature and may be acted upon in one motion. Any item requiring additional discussion may be withdrawn from the Consent Agenda by the Mayor, Councilmember or City Manager, and acted upon separately.

3. Consideration and possible action on the approval of City Council Meeting Minutes, from November 6, 2023. **(Clarisa Molina)**
4. Consideration and possible action for road closures for the MLK, Jr. Parade on January 15, 2024. **(Tim Kelty)**
5. Consideration and possible action for road closures for the St. Mary Star of the Sea. **(Jennifer Howell)**
6. Consideration and possible action for road closures for Christmas on the Coast Market-December 2, 2023. **(Ana Silbas)**
7. Consideration and possible action approving the Mayor to sign the annual Brazoria County MS4 Stormwater Coalition Annual Report. **(Laura Cramer)**

COUNCIL BUSINESS – REGULAR SESSION:

8. Consideration and possible action approving Resolution No. 2023-2823 (Casting votes for Brazoria County Appraisal District Ballot) **(Tim Kelty)**
9. Consideration and possible action awarding BID and approve the City Manager signing a contract to M&R's Elite Janitorial Solutions for janitorial services for the City of Freeport offices. **(Cathy Ezell)**
10. First reading of the EDC in support of developing downtown master plan and historic district design guidelines. **(Robert Johnson)**
11. First reading of an EDC project in support of renovations to FMP Kitchen. **(Robert Johnson)**
12. Consideration and possible action on ratification of Change order #5 and approval of change order #6 to Lucas Construction phase 2 concrete construction contract. **(Tim Kelty)**
13. Consideration and possible action approving the Special Interlocal Agreement for streets project between Brazoria County and the City of Freeport Fiscal Year 2023-2024. **(Lance Petty)**

WORK SESSION:

14. The City Council may deliberate and make inquiry into any item specifically listed as a Subsection under the itemized Sections A-H below, an item appearing on the City Council agenda for this meeting, on matters related to community events, or on matters that are not within the jurisdiction of the City for consideration by City Council. The City Council may not deliberate on any City matters not specifically disclosed under this Work Session or on this posted City Council Meeting agenda. City Council members and the Mayor always reserve the right to request that a matter be placed on a future agenda for consideration.
 - A. Councilman Pena Ward A announcements and comments.
 - B. Councilman Cain Ward B announcements and comments.
 - C. Councilman Matamoros Ward C announcements and comments.
 - D. Councilman Rossow Ward D announcements and comments.
 - E. Mayor Brooks Bass announcements and comments.
 - F. City Manager Tim Kelty announcements and comments.
 1. TXDOT sidewalk grant application
 2. Brownfields grant application
 - G. Updates on current infrastructure.
 - H. Update on reports / concerns from Department heads.
 1. Report from Chief Howell on issue with stray cats

CLOSED SESSION:

15. Executive Session regarding a.) attorney consultation and b.) personnel, (complaint received against the Building Official regarding 1323 W. 4th Street) in accordance with the Texas Government Code Annotated, Chapter 551, Sections 551.071 and 551.074.

COUNCIL BUSINESS – REGULAR SESSION:

16. Take any action resulting from Executive Session.

ADJOURNMENT:

17. Adjourn

Items not necessarily discussed in the order they appear on the agenda. The Council at its discretion may take action on any or all of the items as listed. This notice is posted pursuant to the Texas Open Meeting Act. (Chapter 551, Government Code).

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about

Security Devices) and 551.087 (Economic Development).

ACCESSIBILITY STATEMENT This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (979) 233-3526.

CERTIFICATE I certify the foregoing notice was posted in the official glass case at the rear door of the City Hall, with 24 hours a day public access, 200 West 2nd Street, Freeport Texas, before 6:00 p.m. in accordance with Open Meetings Act.

Clarisa Molina

Clarisa Molina,
Interim City Secretary, City of Freeport, Texas





City Council Agenda Item #2.

Title: Annual presentation and update regarding Freeport MUD #1.

Date: November 20, 2023

From: Councilman Jeff Pena
Melanie Oldham

Staff Recommendation:

Item Summary:

Background Information:

Special Considerations:

Financial Impact:

Board or 3rd Party Recommendation:

Supporting Documentation:

None

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the City Council of Freeport, Texas met on Monday, November 6, 2023 at 6:00 PM at the Freeport, Police Department, Municipal Court Room, 430 North Brazosport Boulevard Freeport Texas for the purpose of considering the following agenda items:

City Council:	Mayor Brooks Bass Councilman Jeff Pena Councilman Jerry Cain Councilman George Matamoros Councilman Winston Rossow	
Staff:	Tim Kelty, City Manager Lance Petty, Assistant City Manager/PWD David Olson, Interim City Attorney Clarisa Molina, Interim City Secretary/Administrative Assistant Cathy Ezell, Finance Director Toby Cohen, IT Manager Donna Fisher, Human Resource Director Ana Silbas, Main Street Coordinator Jennifer Howell, Police Chief Chris Motley, Fire Chief Kacey Roman, Building Official Robert Johnson, EDC Director Laura Cramer, GIS/Special Events Coordinator	
Visitors:	David McGinty Melanie Oldham Con McCleester Diane McCleester Manning Rollerson Lamar Jordan Margaret Bachman Ron Bachman	Cathy Cox Nicole Mireles Sam Reyna Kenneth Hayes Scot McKay Carol Parker Mark Parker Ian Caine

THE MEETING IS BEING HELD FOR THE FOLLOWING PURPOSES:

CALL TO ORDER:

Mayor Bass called the meeting to order at 6:00P.M.

INVOCATION AND PLEDGE OF ALLEGIANCE:

Invocation and Pledge was led by City Manager Tim Kelty.

CITIZENS' COMMENTS:

Nicole Mireles at 2002 North Avenue G said she attended El Dia De los Muertos celebration in Downtown. She said she wanted to give big kudos to the Main Street Coordinator Ana Silbas for doing an excellent job. She said City Hall smells horrible and Council should figure out what is taking so long to for the remediation. She said Council should look into this for the well being of employees.

Manning Rollerson said from October 19th to the 21st he was without water and without a notice for two and a half days. He said when the water got turned on again at 10:00PM that night, he videotaped the water for an hour and the water looked like mud. He said his concern was the water had not been tested. He stated his family and dog got sick by consuming water that did not have a boil notice. He said water pipes have been busted downtown every day. He asked who runs the water department? Is it allowed for citizens to drink water without testing it? He said he wanted to know if the water got tested at 10PM that night when the water was turned back on. He said the City Manager should be at the City of Freeport, he is not being paid to be out of the country. Mr. Rollerson said he wanted to give honor to the Wildcats and thinks the Council should be pushing for a plaque.

PRESENTATIONS/ANNOUNCEMENTS:

Presentation for Employee of the Month, for the month of September 2023.

City Manager Tim Kely presented Employee of the Month for the Month of September 2023 to Lt. Jessica Dyson and LT. Justin Davison.

Presentation by Chief Motley on employee recognition for the Texas Fire Chief Academy Graduate.

Fire Chief Chris Motley recognized Deputy Chief Michael Praslicka for graduating from the Texas Fire Chiefs Association.

Presentation of the Investment Report for the Quarter Ending September 30, 2023 (Fourth Quarter FY2023).

Finance Director Cathy Ezell presented to council the Investment Report for the Quarter Ending September 30,2023 (Fourth Quarter FY2023).

Annual presentation and update regarding Freeport MUD #1.

Councilman Jeff Pena said he communicated to City Manager Tim Kelty he would be traveling and to postpone this item to the next meeting. He said the Feeport MUD #1 will be having this Thursday, which will be the year-end meeting. He said a more meaningful report and update can be given once the meeting is held. Councilman Pena asked to move this item to the next agenda.

CONSENT AGENDA:

Consideration and possible action on the approval of City Council Meeting Minutes, from October 16, 2023.

A motion was made by Councilman Matamoros, to approve the City Council Meeting Minutes from October 16, 2023, seconded by Councilman Cain with all present voting "Aye" 5-0 council unanimously approved the motion.

Consideration and possible action by City Council approving sale of Trust Property located at 1322 West 7th Street (Freeport, Block 140, Lot 14)

This item was moved to Regular Session by Councilman Pena.

Councilman Jeff Pena asked if there was an appraisal ordered for this property? GIS Laura Cramer replied and

said this is being done through a tax-sale by the county, and she does not think they do that. She said she thinks they take the BID and present it to the taxing entities.

City Manager Tim Kelty said this is a property the county is sending up for tax sale and when that is done they put it up for auction, and before that is done they get an authorization from each of the taxing entities that are impacted by the property.

Councilman Jeff Pena asked if \$9,975 is the surplus for the lot? GIS Laura Cramer said yes and only a portion is received. Councilman Pena said he is wondering if there is a chance to sell on the open market and get a higher value than at the auction. Ms. Cramer said this property is not the City's property to sell. Councilman Pena asked who is allowed to BID on this property? Ms. Cramer replied and said anyone can BID on the property.

A motion was made by Councilman Pena, to approve the sale of Trust Property located at 1322 West 7th Street (Freeport, Block 140, Lot14), seconded by Councilman Cain with all present voting "Aye" 5-0 council unanimously approved the motion.

COUNCIL BUSINESS – REGULAR SESSION:

Public Hearing: Consideration and possible action for plat of Lot 1a, Block 36 of the Velasco Townsite, an addition to The City Of Freeport a Re-Plat Of Lots 1,2,3,4,5,6, Block 36 according to the map of record in Volume 32, Page 14 of the Deed Records Of Brazoria County, Texas

Mayor Bass opened the Public Hearing at 6:17P.M.

Building Official Kacey Roman presented to Council a plat of Lot 1a, Block 36 of the Velasco Townsite, an addition to The City of Freeport a Re-Plat of Lots 1,2,3,4,5,6, Block 36 according to the map of record in Volume 32, Page 14 of the Deed Records of Brazoria County, Texas. She said this is currently zoned R2 and will remain an R2. She said the owner wants to build one single family home on the property. She said this was approved by Planning and Zoning on Tuesday, October 24th.

Mayor Bass closed the Public Hearing at 6:19P.M.

A motion was made by Councilman Matamoros, to approve plat of Lot 1a, Block 36 of the Velasco Townsite, an addition to The City Of Freeport a Re-Plat of lots 1,2,3,4,5,6, Block 36 according to the map of record in Volume 32, Page 14 of the Deed Records of Brazoria County, Texas, seconded by Councilman Rossow with all present voting "Aye" 5-0 council unanimously approved the motion.

Public Hearing: Consideration and possible action for replat of Lots 1 Through 8 & Lots 17 through 20 Block 739 to be renamed Lots 1a, Block 739 (0.5797 Acres) and Lots 17a, Block 739 (0.0721 Acres) Subject Lots being of the Velasco Townsite as Recorded In Volume 32, Page 14 Of The Brazoria County Deed Records in the S.T.Angier Survey Abstract 8 City Of Freeport Brazoria County, Texas.

Mayor Bass opened the Public Hearing at 6:20P.M.

Building Official Kacey Roman presented to Council a replat of Lots 1 Through 8 & Lots 17 through 20 Block 739 to be renamed Lots 1a, Block 739 (0.5797 Acres) and Lots 17a, Block 739 (0.0721 Acres) Subject Lots being of the Velasco Townsite as Recorded In Volume 32, Page 14 Of The Brazoria County Deed Records in the S.T.Angier Survey Abstract 8 City Of Freeport Brazoria County, Texas. She said this would be located at 1417 North Brazosport Blvd. She said this will be over an 8,000 square ft. facility which will include a small grocery store and a couple of spaces for rent. She said this was approved by Planning and Zoning on Tuesday, October 24th.

Mayor Bass closed the Public Hearing at 6:21P.M.

A motion was made by Councilman Matamoros, to approve replat of Lots 1 Through 8 & Lots 17 through 20 Block 739 to be renamed Lots 1a, Block 739 (0.5797 Acres) and Lots 17a, Block 739 (0.0721 Acres) Subject Lots being of the Velasco Townsite as Recorded In Volume 32, Page 14 Of The Brazoria County Deed Records in the S.T.Angier Survey Abstract 8 City Of Freeport Brazoria County, Texas, seconded by Councilman Cain with all present voting "Aye" 5-0 council unanimously approved the motion.

Public Hearing: Consideration and possible action regarding Ordinance No. 2023-2712 proposing changes to City of Freeport Zoning Ordinance Ordinance amending section 155.501 Standards for Residential Infill Development to allow single family residences and carports to be built on single 25-foot lots.

Mayor Bass opened the Public Hearing at 6:22P.M.

Melanie Oldham at 1206 West Broad said when she was on the Planning and Zoning board for a year the commission worked with a consultant to rewrite the zoning and subdivision ordinances, there was a lot of conversation about developing on 25 foot lots. She said there were many different opinions from the commission and the public at the time regarding this ordinance. She said there were pros and cons, and at the time she felt there were more cons than pros. She said the current Planning Commission has come out with a compromise that would allow owners to build on some 25-foot lots that have an alley and different specifications, but would require a specific use permit which would have to come before the Planning Commission and City Council. Ms. Oldham said she thinks it is a good compromise but according to what the Planning Commission decided, all the criteria would have to apply before being approved.

Scott McKay said he is the owner of Simple Homes and built two homes on 25-foot lots on North Avenue C. He said he is very supportive of this ordinance. Mr. McKay said it gives people, from a builder's standpoint, as well as the neighbors, the opportunity to speak about their concerns but also, allows him as a builder to show the people what can be done on 25-foot lots. He said the purpose of this is to build more affordable homes within the community.

Lamar Jordan said he is the owner of several 25-foot lots, and as a property owner, he appreciates the consideration of the proposed changes to the ordinance that will allow construction of houses on 25-foot lots. He said he thinks it is only fair for the owners of properties to be allowed to use their property. He said some limitations in town are to be expected, but not a complete prohibition of using property. He said he is glad to hear an agreement on smaller homes that require outside storage changes that will allow for a one-story house that will hold costs down and that will allow a more affordable one-story home that will blend better into existing neighborhoods than a two-story home. Mr. Jordan said one thing he is not certain about was that he thought a one-car carport was suggested with two required parking spaces. He said he is not sure if that is what he is reading with the ordinance, but it seems reversed to him. He said there was discussion between the commissioners that did not favor carports in front. He said the solution was only to allow 25-foot lots where there is an alley, so the carport may be in the back. He asked what about the 25 foot lots that are not on unimproved development alley? He said it was suggested that the building could construct an alleyway for rear access, but one 25-foot lot that may be in the middle of the block is not feasible. He said by Mr. Kelty's comments at the first meeting that more alleys for the city to maintain was not his preferred solution to this problem. Mr. Jordan said there has to be a more reasonable solution to lots with no viable rear access. He said at the end of the Planning and Zoning meeting, the vice chairperson Eric Hayes said these proposals are a step in the right direction and he agreed with what Mr. Hayes said.

Manning Rollerson said he was told he could not build a house on his property because it was two 25-foot lots. He said he was concerned about how the ordinance was going to be changed for Eric Hayes, his friends and builders, when the citizens wanted to do the same thing and council did not agree. He said he was concerned about why this was being done all of a sudden.

Mayor Bass asked what does outdoor storage mean? Building Official Kacey Roman said Planning and Zoning were talking about a closet that is accessible from the exterior as long as there is an area to store outdoor equipment, which could be a shed or an addition to the carport, as long as it provides some type of outdoor storage.

Councilman Cain asked if outdoor storage is mandatory as written? Building Official Kacey Roman said yes.

City Manager Tim Kelty said this allows property owners to build on a single 25-foot lot with certain conditions beyond a developed alley that includes a two-car carports in the rear facing the alley, as well as outdoor storage. Mr. Kelty said there are certain square footage requirements that would potentially allow for a single story. He said there is a reduced front yard setback and most properties currently require a 25 foot yard setback, but this requires a 15 foot front yard setback. Mr. Kelty said it also requires a specific use permit from the Planning Commission.

Councilman Cain said he is curious as some of the feedback was given about only being able to develop when there is an alley and an accessible alley and would like to know what was the reasoning behind that? Building Official Kacey Roman said there were citizens on the other side of town that were uncomfortable with the home that small being built amongst larger homes and were afraid it would lower their property values.

City Manager Tim Kelty said the current ordinance requires a garage and not a carport. He added that a garage would be limited to one car because of the maximum width of the home and a carport would allow up to two. He said there was concern about excess on street parking because many of our streets are narrow and additional on street parking could hinder emergency vehicle access

Councilman Cain asked how many 25-foot lots are in the City? Building Official Kacey Roman replied and said she has heard over fifty but it may be more than that. Councilman Cain asked what percentage of those lots are attached to an alley? Ms. Roman said she would find out this information for him.

Councilman Pena said the common sense approach was to prevent new development from having to go through another layer of bureaucracy, needlessly to putting carports that are cost saving and makes the homes much more affordable. Councilman Pena said he is curious what other variances and other changes that can also be avoided any kind of redundancy. Councilman Pena said he is always a proponent of lowering economic barriers and market barriers to have more development. Councilman Pena said if the alley requirement is eliminated, maybe there will be one or two extra streets of additional housing. Councilman Pena said he wants to look at the alley's condition and possibly consider removing it to help maximize additional rooftops.

City Manager Tim Kelty said he would strongly recommend not taking away the specific use permit from the process which gives neighbors the opportunity to not be surprised to come home from work and find construction in the empty 25-foot lot next to their home.

Councilman Pena asked if all the owners that are adjacent to a 25-foot lot are aware that the Council will be voting on this? Building Official Kacey Roman said this item has gone to Planning and Zoning three or four times and there was a lot of citizen input and they have had the opportunity to speak.

Councilman Matamoros said he was one of the residents that was against this idea when it came to the Board of adjustments several years ago. Councilman Matamoros said the majority of the 25-foot properties are within the Ward C area. Councilman Matamoros said when this came up in front of Planning and Zoning for the first time recently, he spoke to the residents that attended and asked if they could come up with a compromise if they would be in favor of this. Councilman Matamoros said the compromise was alleys in the back because they did not want a carport on a 25-foot lot in an existing subdivision or neighborhood. Councilman Matamoros said if the residents did not receive the alley portion in the back they would be at the meeting right now voicing their

concerns. Councilman Matamoros said this is the compromise the residents were okay with as long as it fit within the setbacks and there would be no carports in the front. Councilman Matamoros said as long as the ordinance stays as is, he is okay with it and is sure the rest of the residents would be too.

Councilman Cain asked if a carport has to be a requirement? Building Official Kacey Roman said no, that is up to you to decide.

Mayor Bass closed the Public Hearing at 6:54P.M.

A motion was made by Councilman Pena, to approve Ordinance No. 2023-2712 proposing changes to City of Freeport Zoning Ordinance Ordinance amending section 155.501 Standards for Residential Infill Development to allow single family residences and carports to be built on single 25-foot lots with the changes to eliminate the requirement of a carport or garage and if there is no rear parking the front building line setback would be 25 foot and if there is rear parking the front building line setback would be 15 foot, seconded by Councilman Cain with discussion that followed.

Councilman Matamoros said he can not in good conscience go to the residents he represents and tell them this Ordinance has been changed. Councilman Matamoros said he would like to see this motion removed and tabled. Councilman Matamoros said to let all those residents who voiced their concerns come and the council to hear their concerns because this is different than what the residents were looking for.

Interim City Attorney David Olson said he thinks it would be appropriate since there are substantive changes being recommended to at least give staff the opportunity to rework the ordinance to incorporate the changes and take them back to the Council.

Mayor Bass called the motion to a vote, with a 2-3 vote motion failed. Mayor Bass voted "Nay", Councilman Rossow voted "Nay", Councilman Matamoros voted "Nay".

A motion was made by Councilman Matamoros, to table the item, seconded by Mayor Bass. The Item was tabled.

Consideration and possible action on approval of an agreement with University of Texas, San Antonio for development of design guidelines and comprehensive downtown plan for the Freeport Main Street Program.

Main Street Coordinator Ana Silbas said on behalf of the Freeport Historical Commission and Main Street Advisory Board she recommends the approval of the sponsored research agreement with the University of Texas at San Antonio. She said they are currently looking into going into an agreement with UTSA Center for Urban and Regional Planning Research to develop historic design guidelines as well as a comprehensive downtown plan. Ms. Silbas said this is part of the strategic priorities for the Main Street Program. She said they have garnered support from the EDC who have agreed to support this effort in the amount of \$30,000. She said in the memo it states the city share would be \$30,000 however it would actually be \$40,000 because EDC has offered to contribute the \$30,000 for this project.

Director Ian Caine presented to Council a proposal to produce a set of comprehensive guidelines for downtown, including historic design guidelines.

Councilman Jeff Pena asked what other organizations were interviewed and considered? Main Street Coordinator Ana Silbas replied and said she believes Ms. Margaret reached out to five additional firms which she did not have the names of but they did not hear a response from any of those firms.

A motion was made by Councilman Cain, to approve an agreement with University of Texas, San Antonio for development of design guidelines and comprehensive downtown plan for the Freeport Main Street Program, seconded by Councilman Pena with all present voting "Aye" 5-0 council unanimously approved the motion.

Consideration and possible action approving Ordinance No. 2023-2713 for Budget Amendment #1 for Fiscal Year 2024.

Finance Director Cathy Ezell presented Council Ordinance No. 2023-2713 for Budget Amendment #1 for Fiscal Year 2024. She said most of the projects that were not completed in Fiscal Year 2023 are a few new projects that have already been approved by Council that are SuperFeast, FMP Kitchen and the tank removal at the service center. Ms. Ezell said most of the projects are in the capital project funds that need to be rolled out because they have not been completed nor started on.

A motion was made by Councilman Cain , to approve Ordinance No. 2023-2713 for Budget Amendment #1 for Fiscal Year 2024 , seconded by Councilman Matamoros with all present voting "Aye" 5-0 council unanimously approved the motion.

Consideration and possible action awarding BID and approve the City Manager signing a contract to Del Sol Solutions for janitorial services for the City of Freeport offices.

This item was tabled.

Discussion and possible action to award a bid to the apparent low bidder for WWTP.

David Hunt with Freese and Nichols said they have been working with Grant Works and learned that the environmental has not been approved yet, so the authorization for grant funds has not been approved and the contract may not be awarded without that, otherwise the funds are in jeopardy of being lost. Mr. Hunt said the BIDs can be held until December 5th. He said the low bidder immediately agreed to extend it for 45 days. He said he already had a letter from the low bidder and a verbal commitment from the other bidder. He said with Council's permission he will go ahead and get the letters and this will give additional time to get the grant, approval to use the grant funds and to give more time to look at potential cost-saving measures and funding. He said the other thing about the cost-saving measure is that they are looking for a commitment from the grant people that can reduce the non-grant items. Mr. Hunt said they were two main items that were being looked at and one is reducing the scope of the electrical part and the other item is differing the chemical feed improvement portion of the project and rehabilitating the current chemical feed system. He said they are also looking at the miscellaneous improvements and finding cost savings there and how to stage them.

City Manager Tim Kelty said the total BID from the low bidder Wharton Smith was \$13,761,000 and, are are looking at significant cuts from that, it will still be significantly over the original budget but they are for the proposed cuts.

Mayor Bass said this item will be moved to the first meeting in December and would like for David Hunt to come back with a number and specific ideas.

Consideration and possible action of the annual appointment for the ex officio board member for MUD #1.

A motion was made by Councilman Cain , to appoint Melanie Oldham for the ex officio board member for the MUD #1 , seconded by Councilman Matamoros with discussion that followed.

Councilman Pena asked if Ms. Oldham is selected to be the representative, will she be required to provide the update? Mayor Bass said he thinks she will be part of it but would also like to think Councilman Pena will fulfill the end of his duty and have a report since he was there the majority of the year.

Mayor Bass called the motion to a vote, with all present voting "Aye" 5-0 council unanimously approved the motion.

Consideration and possible action approving the Special Interlocal Agreement for streets project between Brazoria County and the City of Freeport Fiscal Year 2023-2024.

Assistant City Manager Lance Petty said last council meeting staff brought the proposal for the 2023 and 2024 roads that were approved. He said in September a letter was received from the County and they had changed

the local agreement that reflected the City would only be allowed up to four roads, two miles but only four roads and only asphalt overlay. Mr. Petty said Mr. Kelty contacted Commissioner Payne and said he agreed to move forward as has done in the past for one more year. Mr. Petty said he submitted the approved roads over to the county and responded back with only being allowed four roads. He said they sent him a special interlocal agreement and as he was reading through the local agreement, it states, in the event the county costs in performing above described work exceeds \$10,000 the city should pay from the point of that time, the county's cost equals the sum of \$10,000 labor and cost. Mr. Petty said there is no way he can guarantee they will not go over that amount with the many roads that there are. He said the cost that was approved is unknown and if they decided to move forward with the original proposal, he would like Council to know at the end of it there will be a budget amendment for the costs that will incur due to their special interlocal agreement verbiage.

Mayor Bass asked when is the deadline for getting this information in? Assistant City Manager Lance Petty said it is due next week.

Assistant City Manager Lance Petty said the County wants to limit to up to two miles but only four roads because they do not want to be mobilized to different areas in the City. He said an option could be to do two miles of alleys and utilize the County for alley work. Mr. Petty said another option will be to not use the county at all this year and use those funds towards bidding out several roads.

Councilman Pena asked what was the cost last year to the City? Assistant City Manager Lance Petty said over \$400,000. Councilman Pena asked with the new special agreement would the \$400,000 be exceeded? Mr. Petty said it would be exceeded.

City Manager Tim Kelty said under the current contract, Council approved back in September, an approximate cost of \$344,000 was for the rental of machines and materials. Mr. Kelty suggested to council he could probably have a conversation with Commissioner Payne to revise the agreement.

Assistant City Manager Lance Petty said there was a proposal that was submitted to Commissioner Payne. He said he could get a hold of Commissioner Payne and try to get an extension but could always withdraw the proposal.

Mayor Bass said his suggestion is to hold until the 20th and reach out to our commissioner.

WORK SESSION:

The City Council may deliberate and make inquiry into any item specifically listed as a Subsection under the itemized Sections A-H below, an item appearing on the City Council agenda for this meeting, on matters related to community events, or on matters that are not within the jurisdiction of the City for consideration by City Council. The City Council may not deliberate on any City matters not specifically disclosed under this Work Session or on this posted City Council Meeting agenda. City Council members and the Mayor always reserve the right to request that a matter be placed on a future agenda for consideration.

Councilman Pena Ward A announcements and comments.

Councilman Pena said he was glad to see the participation from the City at the the trunk or treat, and wanted to applaud City Staff and volunteers for their participation. He said he also wanted to give kudos to the Main Street Board and the Museum for El Dia De los Muertos. Councilman Pena thanked the residents that decorated their homes every year and have the Halloween spirit. He said there will be another house decoration, judging and awarding for Christmas and more information will go out on that. He said this month the Seniors will be having a Bingo and if you are 55 or over, please be sure to attend this event.

Councilman Cain Ward B announcements and comments.

Councilman Cain thanked the City for allowing his group to participate in the Fright Fest event. He said every year this event has grown. He said while at the event he had a couple of people tell him they felt there were more people at Fright Fest than there were at Riverfest. He said it was a shame the Facts did not show up for this event. He said the costumes on the kids this year were simply amazing and the amount of effort and imagination that is put into them is incredible. Councilman Cain said he encourages everyone to come, participate, and experience. He said it was a truly unbelievable experience. He said a month or two ago there was discussion about the new lights that were put up on 10th and 11th streets and Centerpoint was waiting for the repairs on 9th Street to be done. He said the repairs are being wrapped up and that Centerpoint could be contacted to get moving on that.

Councilman Matamoros Ward C announcements and comments.

1. Discuss how the city and code enforcement are handling high weeds/grass throughout the city on both private and public properties.

2. Discuss adding street signage changes to planning and zoning items on the next agenda.

Councilman Matamoros thanked all the residents and visitors who attended in person and viewed online. He thanked the residents who spoke during citizens' comments and agenda items. He said he too wanted to echo the trunk and treat, Fright Night was awesome. He said this event was a great presentation by the City and was the best one yet. He said he does not think the City can be outdone by any other City when this is put on. Councilman Matamoros said he is sure others on the Council are getting reports of high grass throughout the City. He asked how the code deals with these properties and if the residents have received a citation and if the properties can be mowed? Building Official Kacey Roman said the legal process is having to wait to for the grass to get 12 inches high before being able to address that with the owner. By law, at that time, a certified letter is sent to the property owner. We wait for the green card, then give 10 business days after that to be able to take care of it themselves. Ms. Roman said there had been a problem with the contractor. She would contact them and email them, a month would go by and they would not mow. Ms. Roman said the City has a right to go on the property, mow and place a lien on the property after the time frame has expired, which is normally around 45 days from the start to the end of the process. Ms. Roman said we are now using additional contractors and have had about 10 mowings in the last week. Ms. Roman said she directed her staff to put a door hanger on the door so neighbors are aware the property is being dealt with. City Manager Tim Kelty said if a property owner has been notified, and has not taken care of the issue, and we take action, if the problem re-occurs in the same year, these steps can be skipped. Mr. Kelty said the previous contractor has not been performing and there is now a list of seven contractors that can be used. When contacting the contractors, they say if they are able to take care of mowing the property within three business days and if they are not able to, we go to the next contractor. Councilman Matamoros said he has received phone calls and has been tagged on social media. He said he just wants to make sure we are on top of this. Councilman Matamoros said there are easements that need to be taken care of that residents are not taking care of like they should. He said he sees residents trying to help out their neighbors, but it is not their job to mow their neighbors' property.

Councilman Matamoros talked about the no parking signs on both sides of the 1700 block of eighth street, the border between C and B. He said he has received a few phone calls from residents on both sides of the ward asking about the signs and their enforcement. He said the residents have asked if they can be removed because there are no other signs on eighth street. He said he would like to have planning and zoning have this issue taken up at their next meeting. City Manager Tim Kelty said this will be taken to the planning commission for discussion and a recommendation. Councilman Matamoros talked about the 4-way stop sign at Varner and Avenue G. He said the residents have asked if this can also be taken to planning and zoning and have that changed to a two-way stop, stopping traffic on Varner. He requested that the stop signs on Yellowstone at Avenue M and Avenue O to be changed to blinking stop signs. City Manager Tim Kelty said this does not have to be taken to the planning commission, but would take the first two items for their consideration. Councilman Matamoros said if any council member would like to have an item on the agenda to please CC him.

Councilman Rossow Ward D announcements and comments.

Councilman Rossow said Ward D is doing good. He said he wanted to give kudos to the Haunted House. He

said his wife and himself went to it and were impressed especially with the costume contest. He said he also attended the Main Street event in Downtown Freeport and he said it was nice. He said he also attended the Methodist Church Fish Fry for the whole City of Freeport and this was well attended. Councilman Rossow said his wife and him attended the Lanier Festival at the City Park and it went over really well.

Mayor Brooks Bass announcements and comments.

City Manager Tim Kelty announcements and comments.

1. Discussion and update regarding City Hall renovation and asbestos remediation.

Mayor Bass moved discussion and update regarding City Hall renovation and asbestos remediation to executive session.

City Manager Tim Kelty said he was invited by Mr. McGinty to a flag retirement ceremony that was planned for November 18th from 12:00PM to 4:00PM. He said Gina with the Hispanic Chamber of Commerce invited members of the Council to attend a Coca Cola VIP luncheon on November 17th at 11:30AM in Houston.

Updates on current infrastructure.

Update on reports / concerns from Department heads.

1. Response from Cathy Ezell regarding Pena accusations.

Finance Director Cathy Ezell read her response regarding Councilman Pena accusations.

A motion was made by Mayor Bass , to invite Mr. Kelty, Mr. Navarro, Mr. Bowles, Mr. Petty and Ms. Ezell into Executive Session at the appropriate time , seconded by Councilman Matamoros. The motion passed.

A motion was made by Councilman Pena for the police chief to be invited into executive session. Motion died due to lack of a second.

A motion was made by Mayor Bass to allow Attorney Laverne to be in executive session as well, seconded by Councilman Matamoros with all present voting "Aye" 5-0 council unanimously approved the motion.

CLOSED SESSION:

Executive Session regarding a.) (Consultation with Attorney) Attorney consultation pending litigation styled and numbered City of Freeport, Texas vs Braztex Development, LLC, et. al., Cause No. 120329 (149th Jud. Dist. Crt – Brazoria County, Texas), b.) personnel matters regarding complaints filed against Councilman Jeff Pena, in accordance with the Texas Government Code Annotated, Chapter 551, Sections 551.071 and 551.074.

The regular session closed at 8:18PM and Council entered into Executive Session.

COUNCIL BUSINESS – REGULAR SESSION:

Take any action resulting from Executive Session.

Executive Session ended at 10:05PM and Council entered back into regular session.

A motion was made by Mayor Bass to hire David Luther to do an investigation into the two complaints from one Cathy Ezell and one from Kacey Roman alleging a hostile work environment against Councilman Pena, and per the motion Mayor Bass gave Mr. Kelty the authority to sign said agreement , seconded by Councilman Cain, with discussion that followed.

Councilman Pena said he hopes there is an investigation because what he has said is true. He said he invites the investigation. He said City staff had tried to accuse him of slander yet all he has done is expose the hidden

truths and abusive actions by City Hall. He said truth is a defense of slander. He said the allegation that he is doing this for retaliation is simply not true but the opposite, but an attempt to discredit him. He said his job is to simply share that employees, citizens and businesses have told him and what he has seen himself. He said he is being accused of doing something illegal and he has several examples he will be sharing on Facebook.

Mayor Bass called the motion to a vote, with all present and voting 4-1, motion passed. Councilman Pena voted "Nay".

ADJOURNMENT:

Adjourn

A motion was made by Councilman Matamoros to adjourn the meeting, seconded by Councilman Cain. Mayor Bass adjourned the meeting at 10:08PM.

Brooks Bass, Mayor

Clarisa Molina, Interim City Secretary



City Council Agenda Item #4.

Title: Consideration and possible action for road closures for the MLK, Jr. Parade on January 15, 2024.

Date: November 20, 2023

From: Tim Kelty, City Manager

Staff Recommendation: Staff recommends Council approve this road closure.

Item Summary: Dr. Martin Luther King, Jr. Celebration Committee request permission to close portions of the following streets during the Parade to be held on Monday, January 15, 2023. The parade will start at 11:00AM and the set up (staging area) will start at 8:30AM on Cherry, East Park and Fourth Street. The parade route will begin at East Park Avenue and Fourth Street and continue along 2nd Street/ Dr. Martin Luther King, Jr. Blvd to 288-B to the Freeport Municipal Park. The celebration will continue through the Festival at the Freeport Municipal Park until 4:30PM. In order to move forward with success, we are requesting your permission, support, and participation in the Annual Dr. Martin Luther King, Jr Celebration.

Background Information: The City hosts this parade annually. There are no changes from the normal parade route that they have used in the past.

Special Considerations:

Financial Impact:

Board or 3rd Party Recommendation: See attached MLK Jr. Committee letter.

Supporting Documentation:

1. MLK Road closure letter
2. MLK parade route



Dr. Martin Luther King, Jr.
Brazoria County, Texas
Celebration Committee



216 Banyan Dr.
Lake Jackson, TX 77566
Contact: Mr. Will J. Brooks
Phone: (979) 202-7590 Cell
Phone: (979) 297-2801 Home

October 23, 2023

City of Freeport
Attention: Ms. Betty Wells
200 West 2nd Street
Freeport, TX 77541

Re: 2024 Dr. Martin Luther King, Jr. Celebration Committee of Brazoria County, Inc. Annual Parade & Festival

To the City Council of Freeport:

It is my pleasure to inform you about the **38th annual Dr. Martin Luther King, Jr. Celebration**. We are a non-profit organization since 1986, MLKCC – Brazoria County has sponsored events to celebrate the state and federal holiday honoring the birthday of the late Dr. Martin Luther King, Jr. and to perpetuate his memory and the legacy of his achievements for future generations. Additionally, our MLKCC seeks to honor Dr. King's admonition of service to the community by sponsoring both the MLKCC and Dennis R. Edwards Memorial scholarships to deserving Brazoria County high school graduates.

This celebration conducts various worthy community uplifting projects and encourages its members to take roles in numerous civic, charitable, and cultural endeavors. This annual celebration is a time of unity and togetherness promoted through events including a Community Worship Service, MLKCC Commemorative Banquet, and Parade & Festival.

Dr. Martin Luther King, Jr. Celebration Committee request permission to close portions of the following streets during the **Parade to be held on Monday, January 15, 2024**. The parade will start at 11:00 am and the set up (staging area) will start at 8:30 am on Cherry, East Park and Fourth Street. The parade route will begin at East Park Avenue and Fourth Street and continue along 2nd Street/Dr. Martin Luther King, Jr. Blvd to 288-B to the Freeport Municipal Park. The celebration will continue through the **Festival at the Freeport Municipal Park** until 4:30 pm. In order to move forward with success, we are requesting your permission, support, and participation in the Annual Dr. Martin Luther King, Jr. Celebration.

Thank you in advance for your consideration and we look forward to celebrating the legacy of Dr. Martin Luther King, Jr. with you.

Sincerely,

Will J. Brooks

Will J. Brooks
Parade Chairman
Min. Winston Rossow, MLKCC General Coordinator
On behalf of MLKCC-BC Parade & Festival Committee





City Council Agenda Item #5.

Title: Consideration and possible action for road closures for the St. Mary Star of the Sea.

Date: November 20, 2023

From: Jennifer Howell, Police Chief

Staff Recommendation: To approve temporary street closure for St Mary Star of the Sea Church to have procession for Our Lady of Guadalupe on Sunday, December 10th from 9:45am - 10:45am.

Item Summary: St Mary Star of the Sea has requested permission for temporary street closure and police presence for an upcoming street procession. They will start at E. Park and 4th Street, proceed down 4th Street, turn onto Velasco and end at the church. The procession will be on Sunday, December 10th from 9:45am - 10:45am.

Background Information: None.

Special Considerations: Potential temporary traffic delays.

Financial Impact: None.

Board or 3rd Party Recommendation: None.

Supporting Documentation:

1. St. Mary star of the Sea road Closure request.
2. St. Mary's route pdf



St. Mary Star of the Sea

Together on the Holy Journey!

1019 W 6th St
Freeport, TX 77541,
<http://stmarystarofthesea.org/>
pastor@stmarystarofthesea.org

November 12, 2023

Freeport Police Department
430 N. Brazosport Blvd.
Freeport, TX 77541

Dear Sir or Madam,

St. Mary Star of the Sea Catholic Church would like to request permission and a police presence for an upcoming street procession. The date is Sunday, December 10th from 9:45-10:45 am for Our Lady of Guadalupe procession. This procession will begin at 4th street, processioning to Velasco Blvd and on to St. Mary's from there.

Your help in these events is sincerely appreciated.

In Christ,

Reverend Father Sebastine Okoye





City Council Agenda Item #6.

Title: Consideration and possible action for road closures for Christmas on the Coast Market- December 2, 2023.

Date: November 20, 2023

From: Ana Silbas, Mainstreet Coordinator

Staff Recommendation: Main Street Staff recommends the approval of road closures for the Christmas on the Coast Market in Historic Downtown Freeport, which will be held on December 2, 2023. This community event focuses on highlighting our designated Main Street District in accordance to the Main Street Approach.

Item Summary: The Christmas on the Coast Market is a part of the seasonal series of markets hosted by Freeport Main Street. The event is set for **December 2, 2023** from 12pm-4pm in Historic Downtown Freeport. Main Street Coordinator is currently working to secure food/craft vendors, live entertainment and special activities.

The requested road closures on Saturday, December 2, 2023 include the following:

9:00 AM- 6:00PM| E. Park from 2nd Street to 4th Street

W. Park from 2nd Street to Broad Street

Road Barrels at Broad and E. Park alley

Road Barrels at Broad and East Side of W. Park

Background Information: These community events promote our downtown and tourism, aid in the efforts to support small business and entrepreneurship and further cultivate our community. Freeport Main Street received a \$2,500 sponsorship from the Freeport Economic Development Corporation.

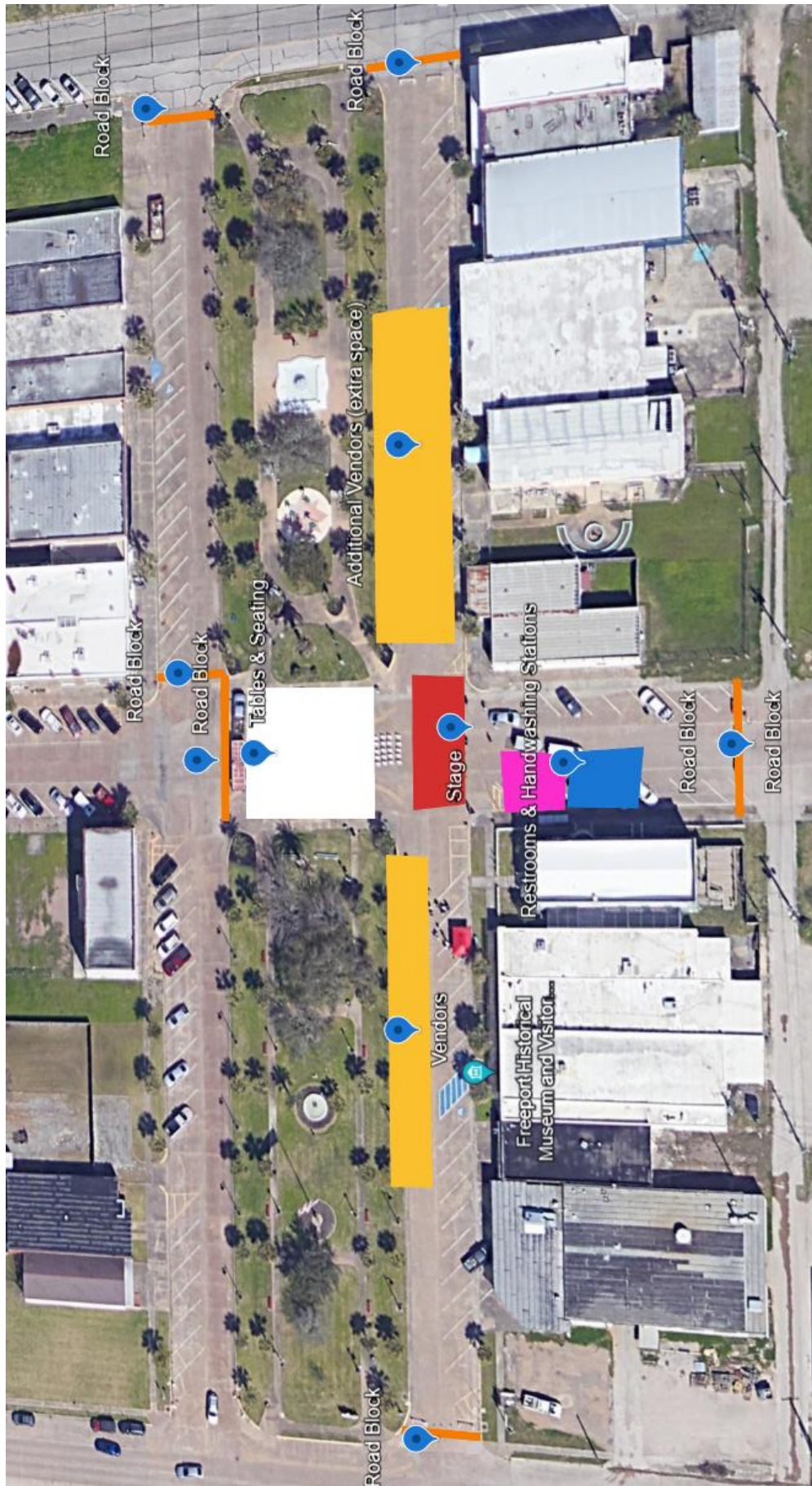
Special Considerations: N/A

Financial Impact: N/A

Board or 3rd Party Recommendation: The Freeport Historical Commission & Main Street Advisory Board supports the Christmas on the Coast Market as one of its annual community events.

Supporting Documentation:

1. 2023 Christmas on the Coast Market Road Closure Map
2. 2023 Christmas on the Coast Market Event Flyer



Freeport Main Street

presents

CHRISTMAS

on the

**HISTORIC
DOWNTOWN**

311 E. Park Ave.
Freeport, TX



Coast

Market

DECEMBER 2, 2023

12PM-4PM

VENDORS

**FOOD
TRUCKS**

**LIVE
ENTERTAINMENT**

**HOLIDAY CHEER
WITH SANTA**

For More Information, Contact:
Ana Silbas, Main Street Coordinator
979-871-0114 | Email: asilbas@freeport.tx.us

In Partnership With



FREEPORT
ECONOMIC DEVELOPMENT CORPORATION



City Council Agenda Item #7.

Title: Consideration and possible action approving the Mayor to sign the annual Brazoria County MS4 Stormwater Coalition Annual Report.

Date: November 20, 2023

From: Laura Cramer, Special Projects Supervisor

Staff Recommendation: Staff recommends the approval of this item.

Item Summary: Annually, the city must submit our Phase II Small MS4 Annual Report to TCEQ and must be signed by the Mayor. This report documents our annual activities required by law.

Background Information: We are currently in year five of our third permit term. Permit terms are five years.

Special Considerations: N/A

Financial Impact: N/A

Board or 3rd Party Recommendation: N/A

Supporting Documentation:

1. Brazoria County Coalition Annual Report FY 2023

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number: **TXR040154**

Reporting Year (year will be either 1, 2, 3, 4, or 5): **5**

Annual Reporting Year Option Selected by MS4:

Calendar Year: _____

Permit Year: _____

Fiscal Year: **X** Last day of fiscal year: (**September 30th**)

Reporting period beginning date: (month/date/year) **10/01/2022**

Reporting period end date: (month/date/year) **9/30/2023**

MS4 Operator Level: **2** Name of MS4: **Brazoria County**

Contact Name: **Wael Tabara, P.E.** Telephone Number: **(979)864-1265**

Mailing Address: **451 N. Velasco, Suite 230, Angleton, TX 77515**

E-mail Address: **WaelT@brazoriacountytx.gov**

A copy of the annual report was submitted to the TCEQ Region: YES **X** NO _____

Region the annual report was submitted to: TCEQ Region **12**

B. Status of Compliance with the MS4 GP and SWMP

1. Provide information on the status of complying with permit conditions:
(TXR040000 Part IV.B.2)

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		All BMPs and measurable goals have been implemented during the current reporting period.
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		All associated SWMP records and annual reporting requirements have been met for the current permit term.
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.).	X		The permittees meet the eligibility requirements established in TPDES General Permit No. TXR040000.
Permittee conducted an annual review of its SWMP in conjunction with preparation of the annual report	X		Annual SWMP review was conducted on 2/7/2023.

2. Provide a general assessment of the appropriateness of the selected BMPs. You may use the table below to meet this requirement (**see Example 1 in instructions**):

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (Answer Yes or No and explain)
1	Flyers and Brochures	Yes, the distribution of flyers and brochures help educate the public on potential stormwater pollutants and provides the details on steps they can take to improve stormwater quality.

1	Education of Children	Yes, the development of materials for children helps educate them on potential stormwater pollutants and provides the details on steps they can take to improve stormwater quality.
1	Education of Construction Site Personnel	Yes, education of construction site personnel helps bring awareness of pollutants associated with construction activities.
1	Public Service Announcements	Yes, public service announcements help educate the public on potential stormwater pollutants and provides the details on steps they can take to improve stormwater quality.
1	SWMP Posting	Yes, making the SWMP available helps educate the public on their local stormwater management program and the associated implementation schedule.
1	Annual Report Posting	Yes, making the Annual Report available helps educate the public on the implementation status of their local stormwater management program.
1	SWMP Review	Yes, reviewing the SWMP annually helps ensure any necessary updates to the SWMP are made.
1	Public Meetings	Yes, public meetings help educate the public about their local stormwater management programs and gives them an opportunity to participate.
1	Stormwater Hotline	Yes, stormwater hotlines provide citizens with a mechanism to report illicit discharges, illegal dumping, spills, etc.
1	SWMP Public Notice	Yes, the public notice process helps educate the public about their local stormwater management programs and gives them an opportunity to participate.
1	Stormwater Quality Website	Yes, the development of a stormwater quality website helps educate the public on potential stormwater pollutants and provides them details on steps they can take to improve stormwater quality.

1	Educational Material Distribution	Yes, the distribution of stormwater quality educational materials at local community organization meetings helps educate the public on potential pollutants and provides them with details on steps they can take to improve stormwater quality.
2	MS4 Outfall Map	Yes, developing and maintaining a MS4 outfall map makes the illicit discharge detection and elimination program more effective.
2	MS4 Outfall Inspections	Yes, inspecting MS4 outfalls helps identify and eliminate illicit discharges.
2	Regulatory Mechanisms	Yes, having regulatory mechanisms/procedures in place helps encourage individuals to comply with stormwater quality regulations.
2	MS4 Field Staff Training	Yes, MS4 field staff training helps educate permittee employees on how to properly identify and eliminate stormwater pollutants.
2	IDDE Procedures	Yes, the development and implementation of IDDE procedures makes the Illicit Discharge program more effective.
2	Public Reporting	Yes, providing the public with instructions on how to properly report potential stormwater quality concerns helps identify and eliminate illicit discharges more effectively.
3	Construction Site Plan Review	Yes, reviewing construction site plans for the inclusion of appropriate structural controls helps reduce the amount of pollutants being discharged from construction sites.

3	Plan Review, Inspection, and Enforcement Procedures	Yes, developing standard operating procedures that address plan review, inspections, and enforcement actions related to permittee owned construction sites helps reduce the amount of pollutants being discharged to the MS4.
3	Construction Site Inspection/Enforcement	Yes, inspecting construction sites for proper installation/maintenance of structural controls helps reduce the amount of pollutants being discharged to the MS4.
3	Regulatory Mechanisms	Yes, referral of stormwater quality issues to adjacent MS4 operators or the TCEQ Regional Office helps reduce the amount of pollutants being discharged from construction activities.
3	Public Reporting	Yes, providing the public with instructions on how to properly report potential stormwater quality concerns helps reduce the amount of pollutants being discharged from construction activities.
3	MS4 Staff Training	Yes, MS4 staff training helps educate permittee employees on how to properly identify and eliminate stormwater pollutants.
4	Development Project Plan Review	Yes, reviewing development plans for the inclusion of appropriate post construction controls helps reduce the amount of pollutants being discharged to the MS4.
4	Regulatory Mechanisms	Yes, referral of stormwater quality issues to adjacent MS4 operators or the TCEQ Regional Office helps reduce the amount of pollutants being discharged to the MS4.
4	Post Construction Control Inspections	Yes, inspecting permittee owned permanent structural controls helps reduce the amount of pollutants being discharged to the MS4.
4	Post Construction Procedures	Yes, developing standard operating procedures that address documentation of enforcement actions and long-term operation/maintenance of post construction stormwater control measures helps reduce the amount of pollutants being discharged to the MS4.

5	MS4 Facility Inventory	Yes, developing an inventory of permittee owned facilities within the urbanized area helps identify potential sources of stormwater pollution.
5	Employee Training Program	Yes, conducting employee training helps educate permittee employees on how to properly identify and eliminate stormwater pollutants.
5	Waste Disposal Procedures	Yes, development of standard operating procedures on the proper disposal of waste helps reduce the amount of floatables and other pollutants being discharged to the storm sewer system.
5	Contractor Oversight Procedures	Yes, the development and implementation of contractor oversight procedures helps reduce the amount of pollutants being discharged by contractors performing maintenance activities on behalf of the permittee.
5	Operation and Maintenance Activities	Yes, maintaining a general pollution prevention plan at each permittee owned facility helps ensure that appropriate BMPs are being implemented to reduce the amount of pollutants being discharged.
5	Facility Inspections	Yes, inspecting permittee owned facilities helps ensure that appropriate BMPs are being implemented to reduce the amount of pollutants being discharged.
5	Litter/Garbage Collection	Yes, conducting litter/garbage collection helps reduce the amount of floatables being discharged to the storm sewer system.
5	Municipal Operation Procedures	Yes, developing standard operating procedures for inspecting/maintaining structural controls at municipal facilities and for employee training helps make permittee employees more aware of pollutants of concern that could be discharged to the storm sewer system.

3. Describe progress towards achieving the goal of reducing the discharge of pollutants to the MEP. If no progress was made or the BMP did not result in a reduction in pollutants, provide an explanation. Use the table below to meet this requirement (**see Example 2 in instructions**):

MCM	BMP	Information Used	Quantity	Units	Does the BMP Demonstrate a Direct Reduction in Pollutants? (Answer Yes or No and explain)
1	Flyers and Brochures	number of materials developed and/or maintained on website	320 stormwater quality brochures, 320 pet waste brochures	materials	No, while the BMP does not result in a direct reduction in pollution, public education is expected to indirectly reduce pollutants by increasing awareness about stormwater quality issues.
1	Education of Children	number of materials developed	180 stormwater coloring books	coloring books	No, while the BMP does not result in a direct reduction in pollution, public education is expected to indirectly reduce pollutants by increasing awareness about stormwater quality issues.
1	Education of Construction Site Personnel	number of educational materials or guidance documents developed and/or maintained on website	1 guidance document/ 320 stormwater quality brochures/ stormwater website	materials	No, while the BMP does not result in a direct reduction in pollution, public education is expected to indirectly reduce pollutants by increasing awareness about stormwater quality issues.
1	Public Service Announcements	number of different PSAs being maintained on the Coalition's stormwater website	4 PSAs on stormwater quality website	materials	No, while the BMP does not result in a direct reduction in pollution, public education is expected to indirectly reduce pollutants by increasing awareness about stormwater quality issues.
1	SWMP Posting	stormwater quality website with SWMP posted	SWMP made available on stormwater quality website	location	No, while the BMP does not result in a direct reduction in pollution, public education is expected to indirectly reduce pollutants by increasing awareness about stormwater quality issues.

1	Stormwater Hotline	number of phone calls received regarding stormwater quality issues	5 phone calls	phone calls	Yes, receiving and responding to phone calls concerning illicit discharges allows the permittee to make appropriate corrections to the storm sewer system.
2	MS4 Outfall Inspections	percentage of outfalls inspected	approximately 20% of the total outfalls were inspected	percentage	Yes, locating and eliminating illicit discharges represents a direct reduction in pollutants.
2	Regulatory Mechanisms	number of enforcement actions	0	enforcement actions	Yes, implementation of local illicit discharge regulatory mechanisms represents a direct reduction in pollutants.
3	Construction Site Plan Review	number of permits issued	385	permits	Yes, reviewing construction plans the result in the disturbance of greater than or equal to one acre, or are part of a common plan of development or sale ensures that appropriate structural controls are being used to reduce pollution.
3	Construction Site Inspection/ Enforcement	number of inspections	715	inspections	Yes, inspecting construction sites ensures that appropriate controls are in place and functioning properly to reduce pollution.
3	Regulatory Mechanisms	number of enforcement actions	(198) 48-hour notices	enforcement actions	Yes, implementation of local regulatory mechanisms represents a direct reduction in pollutants.
4	Development Project Plan Review	number of plans reviewed	130	plans	Yes, reviewing construction plans ensures that appropriate post construction controls are being used to reduce pollution.
4	Regulatory Mechanisms	number of enforcement actions	0	enforcement actions	Yes, implementation of local regulatory mechanisms represents a direct reduction in pollutants.

5	Litter/Garbage Collection	estimated volume of litter/garbage collected	49,645.9	tons	Yes, conducting litter/garbage collection reduces the amount of floatables and other stormwater pollutants.
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4. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals (**see Example 3 in instructions**):

MCM(s)	Measurable Goal(s)	Explain progress toward goal or how goal was achieved. If goal was not accomplished, please explain.
1	Develop or post on the stormwater website at least 2 types of flyers/brochures per year	Goal Met; developed 320 stormwater quality brochures and 320 pet waste brochures. Additionally, all materials are maintained on the stormwater website.
1	Develop at least 1 type of educational material annually for children	Goal Met; developed 180 stormwater coloring books.
1	Make available annually on stormwater website at least 1 guidance document or brochure on construction site runoff issues	Goal Exceeded; guidance document, brochure, and stormwater quality website made available to construction site personnel.
1	Maintain at least 1 PSA on the Coalition's stormwater website annually to educate the public about water quality	Goal Met; 4 PSAs maintained on stormwater quality website.
1	Post a copy of the SWMP on the Coalition's stormwater website no later than 30 days after the TCEQ approval date	Goal Met; SWMP posted on the Coalition's stormwater website at www.txms4.com/brazoria .

1	Annually post a copy of the most recent annual report on the stormwater website no later than 30 days after the due date	Goal Met; annual report for FY 2022 was posted on the stormwater website within 30 days of the due date.
1	Conduct annual review of SWMP and perform any necessary updates	Goal Met; SWMP review conducted on 2/7/2023
1	Conduct at least 1 public involvement session per permit term	Goal Met; virtual public involvement session was conducted from July 1, 2022- July 31, 2022.
1	Develop or post on the stormwater website at least 2 types of materials/media per year that informs the public about reporting stormwater quality concerns	Goal Met; 2 types of brochures and stormwater quality website were made available.
1	Comply with TCEQ public notice requirements for the TXR040000 permit renewal process	Goal Met; TCEQ public notice requirements were met for the current permit term.
1	Maintain and make available annually a stormwater quality website	Goal Met; website updates/maintenance was conducted on 1/11/2023. The stormwater quality website had 684 site visits during the reporting period.
1	Maintain collection of education materials on the stormwater quality website annually for local community organizations to view	Goal Met; a collection of educational materials is kept on the stormwater quality website and available for local community organizations to view at www.txms4.com/brazoria .
2	Conduct at least 1 map review per permit term	Goal Met; MS4 outfall map review was conducted on 6/21/2023.

2	Inspect 20% of the outfalls within the urbanized area annually	Goal Met; 269 outfalls out of 1,255 were inspected (21%).
2	Maintain ordinances and standard operating procedures in effect annually	Goal Met; zero illicit discharges were identified during the reporting period. Ordinances and standard operating procedures are in place for reporting/eliminating illicit discharges.
2	Conduct training for at least 80% of the MS4 field staff employees once per permit term	Goal Met; employee training was conducted for at least 80% of the MS4 field staff during the current permit term.
2	Annually conduct 1 review of the standard operating procedures and perform any necessary updates	Goal Met; annual review of the standard operating procedures was conducted on 2/7/2023.
2	Develop/maintain on the stormwater website at least 2 types of media and/or materials annually to help facilitate public reporting of stormwater quality issues	Goal Met; 2 types of brochures and stormwater quality website were made available.
3	Review 100% of construction plans annually that will result in the disturbances of greater than or equal to one acre, or are part of a common plan of development or sale that will result in the disturbance of one or more acres for compliance with local regulations	Goal Met; 385 stormwater permits were issued this reporting period.

3	Annually conduct 1 review of the standard operating procedures and perform any necessary updates	Goal Met; annual review of the standard operating procedures was conducted on 2/7/2023.
3	Inspect 50% of applicable construction sites per year, or a minimum of 20 inspections	Goal Met; 100% of the applicable sites were inspected during the reporting period. (a total of 715 inspections were performed during the reporting period).
3	Maintain ordinances and standard operating procedures in effect annually	Goal Met; ordinances and standard operating procedures have been developed and are currently being implemented.
3	Develop/maintain on the stormwater website at least 2 types of media and/or materials annually to help facilitate public reporting of stormwater quality issues	Goal Met; 2 types of brochures and stormwater quality website were made available.
3	Conduct training for at least 80% of the MS4 field staff employees once per permit term	Goal Met; employee training was conducted for at least 80% of the MS4 field staff during the current permit term.
4	Annually review 100% of the submitted development plans for the inclusion of post construction controls	Goal Met; 100% of the submitted development plans were reviewed for the inclusion of post construction controls. A total of 130 development plans were reviewed.
4	Maintain ordinances and standard operating procedures in effect annually	Goal Met; ordinances and standard operating procedures have been developed and are currently being implemented.
4	Inspect 100% of permittee owned permanent structural controls at least once per permit term	Goal Met; 100% of permittee owned permanent structural controls were inspected during the reporting period.

4	Annually conduct 1 review of the standard operating procedures and perform any necessary updates	Goal Met; annual review of the standard operating procedures was conducted on 2/7/2023.
5	Annually maintain an inventory of 100% of the facilities and stormwater controls that the permittee owns and operates within the urbanized area annually	Goal Met; inventory for 100% of the MS4 facilities has been developed and is maintained annually.
5	Conduct training for at least 80% of the MS4 field staff employees once per permit term	Goal Met; employee training was conducted for at least 80% of the MS4 field staff during the current permit term.
5	Annually conduct 1 review of waste disposal standard operating procedures and perform any necessary updates	Goal Met; annual review of the standard operating procedures was conducted on 2/7/2023.
5	Annually conduct 1 review of contractor oversight standard operating procedures and perform any necessary updates	Goal Met; annual review of the standard operating procedures was conducted on 2/7/2023.
5	Annually conduct 1 review of general pollution prevention plan and perform any necessary updates	Goal Met; annual review of the general pollution prevention plan was conducted on 2/7/2023.
5	Inspect 100% of the permittee owned facility identified in the MS4 facility inventory once per permit term	Goal Met; 100% of the permittee owned facilities have been inspected during the current permit term.
5	Conduct litter/garbage collection on an annual basis within the regulated area	Goal Met; approximately 49,645.9 tons of litter/garbage was removed and properly disposed of.

5	Annually conduct 1 review of the municipal operation standard operating procedures and perform any necessary updates	Goal Met; annual review of the standard operating procedures was conducted on 2/7/2023.
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C. Stormwater Data Summary

Provide a summary of all information used, including any lab results (if sampling was conducted) to assess the success of the SWMP at reducing the discharge of pollutants to the MEP. For example, did the MS4 conduct visual inspections, clean the inlets, look for illicit discharge, clean streets, look for flow during dry weather, etc.?

During the reporting period, the permittees conducted multiple activities to help reduce the discharge of pollutants to the MEP, including but not limited to: outfall inspections, public education, and litter/garbage collection. As a result, the permittees inspected approximately 21% of their MS4 to look for flows during dry weather, conducted 363 construction site compliance inspections and collected/properly disposed of approximately 49,645.9 tons of litter/garbage (data for all BMPs implemented during the reporting period to reduce the discharge of pollutants to the MEP is included in Section B.3 of this annual report). After review, the permittees have maintained 100% compliance with the measurable goals and implementation schedule established in their SWMP and believe that the program has been successful at reducing the discharge of pollutants to the MEP.

D. Impaired Waterbodies

1. Identify whether an impaired water within the permitted area was added to the latest EPA-approved 303(d) list or the Texas Integrated Report of Surface Water Quality for CWA Sections 305(b) and 303(d). List any newly-identified impaired waters below by including the name of the water body and the cause of impairment.

No impaired water bodies were added during the reporting period.

2. If applicable, explain below any activities taken to address the discharge to impaired waterbodies, including any sampling results and a summary of the small MS4's BMPs used to address the pollutant of concern.

The applicable permittees have referred to the CWA 303(d) list and existing TMDL Implementation Plans and determined that they are a potential source of the pollutant(s) of concern being discharged to Oyster Creek Tidal (stream segment no. 1109), Oyster Creek Above Tidal (stream segment no. 1110), Bastrop Bayou Tidal (stream segment no. 1105), Chocolate Bayou Tidal (stream segment no. 1107), Halls Bayou (stream segment no. 2423C), Clear Creek Tidal (stream segment no. 1101), Clear Creek Above Tidal (stream segment no. 1102), Dickinson Bayou Tidal (stream segment no. 1103), and Dickinson Bayou Above Tidal (stream segment no. 1104) (Permittees that discharge to each stream segment are identified in the shared SWMP that was submitted to the TCEQ.). Appropriate focused BMPs and corresponding measurable goals have been developed to reduce the discharge of the pollutant(s) of concern that contribute to the impairment of the water body. The focused BMPs include activities related to TMDL I-Plans, sanitary sewer capital improvement projects, failing on-site sewer systems, MS4 outfall inspections, public reporting, pet waste management, and residential education.

Our research indicates that the pollutants of dioxin in edible tissue and PCBs in edible tissue are legacy pollutants and/or are directly related to industrial discharges. Therefore, the permittees are not considered a potential source and no additional focused BMPs were developed by the permittees to target those pollutants.

Brazoria Drainage District No. 4 and the City of Alvin are the only permittees in the coalition that discharge to an impaired water body with an approved TMDL. Therefore, parts 2, 3, 4, and 6 of this section of the report only refer to activities conducted by those permittees. The City of Freeport does not discharge to an impaired water body and therefore, no information included in this section is applicable to them as an MS4.

3. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL.

The permittees are implementing the targeted BMPs and associated measurable goals as outlined in their stormwater management program. During the reporting period, approximately 21% of the identified outfalls were inspected to identify illicit discharges and public education materials were developed to bring awareness about bacteria sources such as pet waste and septic systems. All focused BMPs related to public reporting and residential education are fully implemented. The assessment of progress towards the identified benchmarks will be conducted by the evaluation of program implementation measures.

4. Report the benchmark identified by the MS4 and assessment activities:

Benchmark Parameter <i>(Ex: Total Suspended Solids)</i>	Benchmark Value	Description of additional sampling or other assessment activities	Year(s) conducted
Stream segment no. – 1101: Bacteria	8,160 counts/day Enterococci	20% of identified outfalls were inspected to identify illicit discharges	Permit Year 1 Permit Year 2 Permit Year 3 Permit Year 4 Permit Year 5
Stream Segment no. – 1102: Bacteria	N/A	20% of identified outfalls were inspected to identify illicit discharges	Permit Year 1 Permit Year 2 Permit Year 3 Permit Year 4 Permit Year 5
Stream segment no. – 1103: Bacteria	3.47E+10 MPN/day Enterococci	20% of identified outfalls were inspected to identify illicit discharges	Permit Year 1 Permit Year 2 Permit Year 3 Permit Year 4 Permit Year 5
Stream segment no. – 1104: Bacteria	4.27E+09 MPN/day E. coli	20% of identified outfalls were inspected to identify illicit discharges	Permit Year 1 Permit Year 2 Permit Year 3 Permit Year 4 Permit Year 5

The permittees assess progress in achieving benchmarks and determining the effectiveness of BMPs by evaluating program implementation measures. The following indicators are utilized to assess progress towards the benchmark(s): the number of illicit discharge sources identified or eliminated, number of public education materials developed, and results of outfall inspection activities. As a result of implementing the focused BMPs, the permittees have inspected approximately 21% of their outfalls and made multiple forms of public education materials available that address bacteria sources. After review, the permittees have maintained 100% compliance with the measurable goals and implementation schedule established in their SWMP and believe the continued implementation of these focused BMPs will continue to make progress towards the desired benchmark values.

5. Provide an analysis of how the selected BMPs will be effective in contributing to achieving the benchmark:

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark
Bacteria	TMDL I-Plans	Compliance with existing TMDL I-Plans will reduce the amount of illicit discharges
Bacteria	Public Reporting	Development of public education materials which raise awareness of stormwater quality and encourage public reporting will increase the effectiveness of the program
Bacteria	Failing On-Site Sewer Systems	Identification of failing on-site sewer systems will directly reduce the amount of illicit discharges to the MS4
Bacteria	Maintenance of On-Site Sewer Systems	Maintenance of on-site sewer systems ensure proper operation of the system and will help reduce the potential for illicit discharges
Bacteria	Outfall Inspections	Conducting outfall inspections will enable the permittee to identify and eliminate illicit discharges
Bacteria	Pet Waste Management	Promoting proper pet waste management through the development of educational materials will raise awareness on the impacts pet waste has on water quality
Bacteria	Residential Education	Development of public education materials which raise awareness of stormwater quality and encourage public reporting will increase the effectiveness of the program

Bacteria	Sanitary Sewer Capital Improvement Projects	Conducting sanitary sewer capital improvement projects help the permittee to identify and eliminate illicit discharges
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6. If applicable, report on focused BMPs to address impairment for bacteria:

Description of bacteria-focused BMP	Comments/Discussion
Outfall Inspections: Utilize reports from MS4 field staff, citizens, and annual outfall inspections to identify illicit discharges and illegal dumping sites.	21% of identified outfalls inspected during reporting period.
Public Reporting: Develop educational materials and website content focused on the identification and public reporting of sanitary sewer overflows, failing on-site sewer systems, illicit discharges, and illegal dumping.	2 brochures and a stormwater quality website that help facilitate public reporting of the pollutant(s) of concern were developed and made available.
Pet Waste Management: Develop media to facilitate and promote proper pet waste management practices. Educational material options include flyers, brochures, and/or websites.	Brochure promoting proper pet waste management was developed and made available.
Residential Education: Develop media to facilitate public education for bacterial sources including residential sources, pet waste, proper disposal of fats, oils and greases, and decorative ponds. Educational material options include brochures, flyers, and/or websites.	2 brochures, 1 flyer, and a stormwater quality website were developed and made available.
TMDL I-Plans: Comply with existing implementation plans for discharges to impaired water bodies for which there is a TCEQ and EPA approved TMDL.	TMDL compliance evaluation was conducted on 2/7/2023
Failing On-Site Sewer Systems: Identify failing on-site sewer systems through citizen complaints and/or visual inspections conducted of the storm sewer system. Identified discharges from failing on-site sewer systems will be addressed as illicit discharges to the MS4 and enforcement actions will be implemented based on the permittee's legal authority.	269 outfalls out of 1,255 were inspected (21%). Zero illicit discharges were identified from failing on-site sewer systems during the current reporting period

Maintenance of On-Site Sewer Systems: Develop media to facilitate proper maintenance of on-site sewer systems. Educational material options include brochures, flyers, and/or websites.	1 brochure, 1 flyer, and a stormwater quality website were developed and made available.
Sanitary Sewer Capital Improvement Projects: Document and report on sanitary sewer system capital improvement projects that result in the reduction of sanitary sewer overflows, lift station improvements, and/or a reduction in the magnitude of stormwater inflow and infiltration into the sanitary sewer system.	0 sanitary sewer capital improvement projects were conducted during the reporting period.

7. Assess the progress to determine BMP's effectiveness in achieving the benchmark.

Benchmark Indicator	Description/Comments
Number of sources identified or eliminated	Outfall inspections were conducted on approximately 21% of the identified outfalls; there were zero illicit discharges identified from bacterial sources during the reporting period.
Number of education materials developed	2 types of brochures, 1 flyer, and a stormwater quality website that address bacteria sources were developed and made available

The permittees assess progress in achieving benchmarks and determining the effectiveness of BMPs by evaluating program implementation measures. The following indicators are utilized to assess progress towards the benchmark(s): the number of illicit discharge sources identified or eliminated, number of public education materials developed, number of sanitary sewer improvement projects, and results of outfall inspection activities. After review, the permittees have maintained 100% compliance with the measurable goals and implementation schedule established in their SWMP and believe the continued implementation of these focused BMPs will continue to make progress towards the desired benchmark value.

E. Stormwater Activities

Describe activities planned for the next reporting year:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	Flyers and Brochures	Develop or maintain on the stormwater website at least 2 types of flyers/brochures per year	Development of flyers and brochures for the purpose of educating the public on stormwater impacts and ways they can minimize stormwater pollution.
1	Education of Children	Develop at least 1 type of educational material annually for children	Development of educational materials for school age children in order to foster a respect for water quality at an early age.
1	Education of Construction Site Personnel	Make available annually on stormwater website at least 1 guidance document or brochure on construction site runoff issues	Development of guidance materials for construction site personnel on the proper installation and maintenance of erosion and sediment controls.
1	Public Service Announcements	Maintain at least 1 PSA on the Coalition's stormwater website annually to educate the public about water quality	Utilize PSAs on the Coalition's stormwater website to educate the public on the impacts of stormwater pollution and steps they can take to improve water quality.
1	SWMP Posting	Post a copy of the SWMP on the Coalition's stormwater website no later than 30 days after the TCEQ approval date	Post a copy of the SWMP on the Coalition's stormwater quality website for the public to review.

1	Annual Report Posting	Annually post a copy of the most recent annual report on the stormwater website no later than 30 days after the due date	Post a copy of each year's annual report on the Coalition's stormwater quality website for the public to review.
1	SWMP Review	Conduct annual review of SWMP and perform any necessary updates	Conduct an annual review of the Coalition's stormwater management program and perform any necessary updates.
1	Stormwater Hotline	Develop or maintain on the stormwater website at least 2 types of materials/media per year that informs the public about reporting stormwater quality concerns	Advertise appropriate phone numbers for citizens to participate in the implementation of control measures by reporting illicit discharges, illegal dumping, spills, and construction site discharge issues.
1	SWMP Public Notice	Comply with TCEQ public notice requirements for the TXR040000 permit renewal process	The Coalition will adhere to all state and local public notice requirements during the TXR040000 permit renewal process.
1	Stormwater Quality Website	Maintain and make available annually a stormwater quality website	Develop and maintain a stormwater quality website to ensure that the public can easily find information about the SWMP and inform citizens about steps they can take to improve water quality.
1	Educational Material Distribution	Maintain collection of education materials on the stormwater quality website annually for local community organizations to view	Provide local community organizations with the opportunity to assist in the distribution of stormwater quality educational materials by providing them with materials for distribution at their meetings, when requested. All educational materials will be included on the stormwater quality website for viewing by the public.

2	MS4 Outfall Inspections	Inspect 20% of the outfalls within the urbanized area annually	Conduct inspections of all outfalls in the urbanized area (once per permit term) in order to identify and reduce the presence of illicit discharges to the MS4.
2	Regulatory Mechanisms	Maintain ordinances and standard operating procedures in effect annually	Enforce local illicit discharge regulations prohibiting illicit non-storm water discharges from being discharged into the Coalition's MS4. Within two years from the permit effective date, the coalition will review and revise, if needed, its existing regulatory mechanisms to comply with the current permit requirements. Non-traditional MS4s included in the coalition have standard operating procedures in place for addressing illicit discharges, in lieu of regulatory mechanisms.
2	IDDE Procedures	Maintain IDDE standard operating procedures in effect annually	Maintain procedures and all associated records for tracing/removing the source of an illicit discharge, responding to illicit discharges/spills, inspections in response to complaints, and to prevent/correct leaking on-site sewage disposal systems.
2	Public Reporting	Develop/maintain on the stormwater website at least 2 types of media and/or materials annually to help facilitate public reporting of stormwater quality issues	Develop media to facilitate public reporting of illicit discharges. Options include stormwater hotlines, websites, and flyers/brochures.

3	Construction Site Plan Review	Review 100% of construction plans annually that will result in the disturbances of greater than or equal to one acre, or are part of a common plan of development or sale that will result in the disturbance of one or more acres for compliance with local regulations	Implement a construction site plan review program that focuses on compliance with the local construction regulations and water quality impacts. Plans must meet the requirements established in Part III.B.3(b)(2) subsections a. through c. of TPDES General Permit TXR040000. For non-traditional MS4s, this BMP is limited to the sites operated by the permittee and located within the urbanized area.
3	Plan Review, Inspection, and Enforcement Procedures	Annually conduct 1 review of standard operating procedures and perform any necessary updates	Maintain and implement site plan review, inspection, and enforcement procedures that describe which plans will be reviewed, when operators may begin construction, soil stabilization requirements, and how inspection/enforcement actions will be conducted.
3	Construction Site Inspection/Enforcement	Inspect 50% of applicable construction sites per year, or a minimum of 20 inspections	Conduct inspections of construction sites and associated control measures and enforce local regulatory mechanisms to the MEP. For non-traditional MS4s, this BMP is limited to the sites operated by the permittee and located within the urbanized area.

3	Regulatory Mechanisms	Maintain ordinances and standard operating procedures in effect annually	Enforce local regulations to address stormwater runoff from construction sites which disturb one acre or more or are part of a common plan of development that disturb greater than or equal to one acre. Within two years from the permit effective date, the Coalition will review and revise, if needed, its existing regulatory mechanisms to comply with the current permit requirements. Non-traditional MS4s included in the Coalition have standard operating procedures in place for addressing construction site stormwater runoff, in lieu of regulatory mechanisms.
3	Public Reporting	Develop/maintain on the stormwater website at least 2 types of media and/or materials annually to help facilitate public reporting of stormwater quality issues	Maintain and implement procedures for receipt and consideration of information submitted by the public regarding construction site stormwater runoff.
4	Development Project Plan Review	Annually review 100% of the submitted development plans for the inclusion of post construction controls	Review development plans to ensure compliance with local post construction runoff guidelines and inclusion of appropriate permanent stormwater quality controls.

4	Regulatory Mechanisms	Maintain ordinances and standard operating procedures in effect annually	Enforce local post construction stormwater management regulations to address discharges from new development and redevelopment projects which disturb one acre or more or are part of a common plan of development that disturb greater than or equal to one acre. Within two years from the permit effective date, the coalition will review and revise, if needed, its existing regulatory mechanisms to comply with the current permit requirements. Non-traditional MS4s included in the Coalition have standard operating procedures in place for addressing post construction stormwater discharges, in lieu of regulatory mechanisms.
4	Post Construction Procedures	Annually conduct 1 review of the standard operating procedures and perform any necessary updates	Develop and maintain standard operating procedures to document records of enforcement actions and procedures for ensuring long-term operation/maintenance of post construction stormwater control measures.
5	MS4 Facility Inventory	Annually maintain an inventory of 100% of the facilities and stormwater controls that the permittee owns and operates within the urbanized area	Maintain an inventory of applicable facilities and stormwater controls pursuant to the requirements established in Part III, Section B.5(b)(1) of TPDES General Permit TXR040000, that each permittee owns and operates within the urbanized area.
5	Waste Disposal Procedures	Annually conduct 1 review of the standard operating procedures and perform any necessary updates	Maintain standard operating procedures for the appropriate disposal of waste materials from maintenance activities such as floatable collections, dredge spoils, and/or accumulated sediments.

5	Contractor Oversight Procedures	Annually conduct 1 review of the standard operating procedures and perform any necessary updates	Maintain procedures that contractually require contractors hired by the permittee to perform maintenance activities on permittee-owned facilities to comply with all stormwater control measures, good housekeeping practices, and facility specific stormwater management operating procedures.
5	Operation and Maintenance Activities	Annually conduct 1 review of the standard operating procedures and perform any necessary updates	Maintain and implement general pollution prevention plans that identify potential pollutants of concern and address stormwater discharges from permittee operation and maintenance activities, including road and parking lot maintenance, bridge maintenance, cold weather operations, and right-of-way maintenance.
5	Litter/garbage Collection	Conduct litter/garbage collection on an annual basis within the regulated area	Conduct garbage and/or litter collection to reduce floatable material discharges to the MS4.
5	Municipal Operation Procedures	Annually conduct 1 review of the standard operating procedures and perform any necessary updates	Maintain standard operating procedures for inspecting/maintaining structural controls at municipal facilities and for conducting employee training for staff members involved in implementing pollution prevention/good housekeeping practices.

F. SWMP Modifications

1. The SWMP and MCM implementation procedures are reviewed each year.

X Yes No

2. Changes have been made or are proposed to the SWMP since the NOI or the last annual report, including changes in response to TCEQ's review.

 Yes **X** No

If "Yes," report on changes made to measurable goals and BMPs: **N/A**

MCM(s)	Measurable Goal(s) or BMP(s)	Implemented or Proposed Changes (Submit NOC as needed)
<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

Note: If changes include additions or substitutions of BMPs, include a written analysis explaining why the original BMP is ineffective or not feasible, and why the replacement BMP is expected to achieve the goals of the original BMP.

3. Explain additional changes or proposed changes not previously mentioned (i.e. dates, contacts, procedures, annexation of land, etc.). **N/A**

G. Additional BMPs for TMDLs and I-Plans

Provide a description and schedule for implementation of additional BMPs that may be necessary, based on monitoring results, to ensure compliance with applicable TMDLs and implementation plans. **N/A**

BMP	Description	Implementation Schedule (start date, etc.)	Status/Completion Date (completed, in progress, not started)
<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

H. Additional Information

1. Is the permittee relying on another entity to satisfy any permit obligations?

 X Yes No

If "Yes," provide the name(s) of other entities and an explanation of their responsibilities (add more spaces or pages if needed)

Name and Explanation: **City of Lake Jackson, see explanation below**

Name and Explanation: **City of Alvin, see explanation below**

Name and Explanation: **City of Angleton, see explanation below**

Name and Explanation: **City of Clute, see explanation below**

Name and Explanation: **City of Richwood, see explanation below**

Name and Explanation: **City of Freeport, see explanation below**

Name and Explanation: **Velasco Drainage District, see explanation below**

Name and Explanation: **Brazoria Drainage District No. 4, see explanation below**

Name and Explanation: **Angleton Drainage District, see explanation below**

Name and Explanation: **Brazoria County Conservation & Reclamation District No. 3, see explanation below**

All permittees listed in this annual report are participating members in the Brazoria County Stormwater Quality Coalition and are responsible for the implementation of the programs as indicated in the "MS4 Responsibilities" section of the SWMP. Some of the activities are being conducted as a group, such as the development of public education materials, guidance documents, standard operating procedures, and SWMP meetings.

2.a. Is the permittee part of a group sharing a SWMP with other entities?

☒ Yes ☐ No

2.b. If "yes," is this a system-wide annual report including information for all permittees?

☒ Yes ☐ No

Authorization Number: **TXR040154** Permittee: **Brazoria County**

Authorization Number: **TXR040140** Permittee: **City of Lake Jackson**

Authorization Number: **TXR040135** Permittee: **City of Freeport**

Authorization Number: **TXR040139** Permittee: **City of Clute**

Authorization Number: **TXR040136** Permittee: **City of Angleton**

Authorization Number: **TXR040141** Permittee: **City of Richwood**

Authorization Number: **TXR040138** Permittee: **City of Alvin**

Authorization Number: **TXR040142** Permittee: **Velasco Drainage District**

Authorization Number: **TXR040144** Permittee: **Brazoria Drainage District No. 4**

Authorization Number: **TXR040137** Permittee: **Angleton Drainage District**

Authorization Number: **TXR040148** Permittee: **Brazoria County Conservation
& Reclamation District No. 3**

I. Construction Activities

1. The number of construction activities that occurred in the jurisdictional area of the MS4 (Large and Small Site Notices submitted by construction site operators):

107

- 2a. Does the permittee utilize the optional seventh MCM related to construction?

☐ Yes ☒ No

- 2b. If "yes," then provide the following information for this permit year:

The number of municipal construction activities authorized under this general permit	
The total number of acres disturbed for municipal construction projects	N/A

Note: Though the seventh MCM is optional, implementation must be requested on the NOI or on a NOC and approved by the TCEQ.

J. Certification – Brazoria County

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed):_____ Title:_____

Signature: _____ Date:_____

Name of MS4: **Brazoria County**

J. Certification – City of Lake Jackson

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed):_____ Title:_____

Signature: _____ Date:_____

Name of MS4: **City of Lake Jackson**

J. Certification – City of Freeport

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

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Name (printed):_____ Title:_____

Signature: _____ Date:_____

Name of MS4: **City of Freeport**

J. Certification – City of Clute

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

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Name (printed):_____ Title:_____

Signature: _____ Date:_____

Name of MS4: **City of Clute**

J. Certification – City of Angleton

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed):_____ Title:_____

Signature: _____ Date:_____

Name of MS4: **City of Angleton**

J. Certification – City of Richwood

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed):_____ Title:_____

Signature: _____ Date:_____

Name of MS4: **City of Richwood**

J. Certification – City of Alvin

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed):_____ Title:_____

Signature: _____ Date:_____

Name of MS4: **City of Alvin**

J. Certification – Velasco Drainage District

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed):_____ Title:_____

Signature: _____ Date:_____

Name of MS4: **Velasco Drainage District**

J. Certification – Brazoria Drainage District No. 4

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed):_____ Title:_____

Signature: _____ Date:_____

Name of MS4: **Brazoria Drainage District No. 4**

J. Certification – Angleton Drainage District

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed):_____ Title:_____

Signature: _____ Date:_____

Name of MS4: **Angleton Drainage District**

J. Certification – Brazoria County Conservation & Reclamation District No. 3

If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (printed):_____ Title:_____

Signature: _____ Date:_____

Name of MS4: **Brazoria County Conservation & Reclamation District No. 3**



City Council Agenda Item #8.

Title: Consideration and possible action approving Resolution No. 2023-2823
(Casting votes for Brazoria County Appraisal District Ballot)

Date: November 20, 2023

From: Tim Kelty, City Manager

Staff Recommendation: Staff recommends Council approve the resolution and designate for whom it intends to cast the city's allowed votes.

Item Summary: Annually, the county, cities, ISDs, and all taxing units within Brazoria County cast votes for nominees appearing on a ballot to serve on the Board of Directors for the Brazoria County Appraisal District. Attached is the ballot with all names of candidates nominated by each taxing entity to serve on the board. The Freeport City Council has 18 votes to cast. In comparison, the Brazosport ISD by itself has over 1000 votes.

Background Information: The board of directors is an authoritative body of individuals that govern our local appraisal district. The board serves as part of the local property tax system equation of checks and balances. The board of directors hires the chief appraiser, and approves our annual budget. The directors have no authority to set values or appraisal methods. The chief appraiser is appointed by and serves at the pleasure of the appraisal district board of directors. It is the responsibility of the chief appraiser to carry out the appraisal district's legal duties, hire staff, administer the annual appraisal process, and operate the appraisal office. The following is a nonexclusive list of the primary responsibilities of the board of directors under the Property Tax Code:

- Establish the CAD's appraisal office;
- Hire a chief appraiser;
- Adopt the CAD's annual operating budget before Sept. 15 after fulfilling notice requirements and holding a public hearing;
- Select a chairman and a secretary from among ARB members;
- Notify taxing units of any vacancy on the board and elect by majority vote of members one of the submitted nominees;
- Elect from members a chair and secretary at the first meeting of the calendar year;
- Have board meetings at least once each calendar quarter;

- Develop and implement policies regarding reasonable access to the board;
- Prepare information describing the board's functions and complaint procedures; the information must be made available to the public and the appropriate taxing units;
- Notify those party to a complaint filed with the board of the status of the complaint unless otherwise provided;
- Appoint a taxpayer liaison officer (in counties having a population of over 125,000);
- Biennially develop a written plan for the periodic reappraisal of all property in the CAD's boundaries, hold a public hearing with the required notice, approve a plan by Sept. 15 of each even-numbered year, and distribute copies to participating taxing units and to the Comptroller as required;
- Make an agreement with newly formed taxing unit's governing body on an estimated budget allocation for the new taxing unit;
- Have prepared an annual financial audit conducted by an independent certified public accountant and deliver a copy of the audit to each voting taxing unit and made available for inspection at the CAD office;
- Designate the CAD depository at least once every two years;
- Receive taxing units' resolutions disapproving board actions;
- Adhere to requirements regarding purchasing and contracting under Local Government Code Chapter 252;
- Provide advice and consent to the chief appraiser concerning the appointment of an agricultural appraisal advisory board and determine the number of members on that advisory board;
- Adhere to laws concerning the preservation, microfilming, destruction or other disposition of records

Special Considerations: While there are 15 names identified on the ballot, and Council may cast their votes for any candidate or split their votes among candidates, at the October 2, 2023 Council meeting, Freeport nominated Karla Clark and Eric Hayes to appear on the ballot.

Financial Impact:

Board or 3rd Party Recommendation:

Supporting Documentation:

1. Brazoria County Appraisal District Letter
2. Resolution for Brazoria County Appraisal District Ballot

BRAZORIA COUNTY APPRAISAL DISTRICT

MEMBERS OF THE BOARD

Bobby Brown
Kristin Bulanek
Tommy King
Gail Robinson
George Sandars
Susan Spoor

CHIEF APPRAISER

Marcel Pierel III
500 N. Chenango
Angleton, Texas 77515
979-849-7792
Fax 979-849-7984

October 20, 2023

Honorable Brooks Bass
Mayor of Freeport
200 W. 2nd
Freeport, TX 77541

Dear Honorable Brooks Bass,

Thirty-four voting taxing units were entitled to submit by written resolution, nominations to fill the five-member board of directors of the Brazoria County Appraisal District for the year 2024. **Attached is the official ballot with the nominations we received.**

CITY OF FREEPORT IS ENTITLED TO CAST **18** VOTE(S).

Each voting unit must vote by **Written Resolution** and submit it to the chief appraiser before **December 15, 2023**. The governing body of the taxing unit may cast all its votes for one candidate or distribute the votes among any number of candidates. When you add the column of your votes, your total should not be greater than your allotted number.

A voting unit must cast its votes for a person nominated and named on the ballot. There is no provision for write-in candidates. The chief appraiser may not count votes cast for someone not listed on the official ballot.

Please complete the ballot and return to Marcel Pierel III, Chief Appraiser, by mail to 500 North Chenango, Angleton, Texas 77515, email mpierel@brazoriacad.org or fax to 979-849-7984 **along with a Written Resolution before December 15, 2023.** If you have any questions about the format of your resolution or any other matter, give me a call immediately.

It is important that you return your **Ballot and Resolution** to the chief appraiser before **December 15, 2023**, so that we may count the votes, declare the winners, and notify all taxing units and candidates of the results.

Sincerely,



Marcel Pierel III
Chief Appraiser

MP/td
Enclosure

**BRAZORIA COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS ELECTION 2023**

OFFICIAL BALLOT

<u>NOMINATIONS/CANDIDATES</u>		<u>VOTE(S) CAST</u>
1.	<u>Douglas Chumley</u>	1. _____
2.	<u>Karla Clark</u>	2. _____
3.	<u>Gary Dickey</u>	3. _____
4.	<u>Brenda Dillon</u>	4. _____
5.	<u>David Galloway</u>	5. _____
6.	<u>Eric Hayes</u>	6. _____
7.	<u>Deric Hebert</u>	7. _____
8.	<u>Alan Higginbotham</u>	8. _____
9.	<u>Glen Jones</u>	9. _____
10.	<u>Tommy King</u>	10. _____
11.	<u>Heather Martin</u>	11. _____
12.	<u>Patrick O'Day</u>	12. _____
13.	<u>Gail Robinson</u>	13. _____
14.	<u>George Sandars</u>	14. _____
15.	<u>Susan Spoor</u>	15. _____

PLEASE ATTACH YOUR RESOLUTION TO THIS FORM

SUBMITTED BY: _____

VOTES ENTITLED TO: _____

VOTES CAST: _____

RESOLUTION NO. 2023-2823

WHEREAS, the official ballot containing the names of the duly nominated candidates for the Board of Directors of the Brazoria County Appraisal District has been received from the Chief Appraiser of the Brazoria County Appraisal District; and

WHEREAS, the City of Freeport wishes to cast its votes thereon;

NOW, THEREFORE, BE IT RESOLVED, the City of Freeport does hereby determine and cast its votes for the candidates for the Board of Directors of the Brazoria County Appraisal District as follows:

1. _____
2. _____
3. _____

BE IT FURTHER RESOLVED that the official ballot be marked in accordance with this resolution and returned to the Chief Appraiser of the Brazoria County Appraisal District with a copy of this resolution attached hereto prior to December 15, 2023.

PASSED AND APPROVED this _____ Day of _____, 2023.

Brooks Bass, Mayor

ATTEST:

Clarisa Molina, Interim City Secretary



City Council Agenda Item #9.

Title: Consideration and possible action awarding BID and approve the City Manager signing a contract to M&R's Elite Janitorial Solutions for janitorial services for the City of Freeport offices.

Date: November 20, 2023

From: Cathy Ezell, Finance Director

Staff Recommendation: Staff Recommends awarding the bid for janitorial services to M&R's Elite Janitorial Solutions and approving the City manager to sign the contract once approved by the City Attorney.

Item Summary: The Request for Proposal Number 2022-05 for Janitorial Services was released on Thursday, September 21, 2023. The proposals were received on October 24, 2023. The City received four proposals. Staff recommends going with M&R's Elite Janitorial Services. The lowest bidder is disqualified due to unsatisfactory service provided previously.

Background Information: The City has used Ambassador Services for janitorial services for the past two years. Their service has not been up to the expected quality. We have had numerous meetings with them to discuss their lack of service at all City locations but there has not been any improvement. Their poor service is the reason that staff decided to request proposals.

Special Considerations: N/A

Financial Impact: This is included in the budget.

Board or 3rd Party Recommendation: N/A

Supporting Documentation:

1. Janitorial Analysis 2023

**City of Freeport
Analysis of Janitorial Bids**

Bid	Annual Costs							
	Location	Ambassador	M&R Elite	Del Sol	Max Pro			
City Hall	\$	24,908.52	\$	22,499.88	\$	35,648.08	\$	49,140.00
Police Department		17,839.12		17,999.80		11,024.52		35,100.00
Library		14,127.88		15,600.00		20,219.68		28,080.00
Service Center		2,104.96		8,700.12		3,012.36		5,200.00
	\$	58,980.48	\$	64,799.80	\$	69,904.64	\$	117,520.00



City Council Agenda Item #10.

Title: First reading of the EDC in support of developing downtown master plan and historic district design guidelines.

Date: November 20, 2023

From: Robert Johnson, Economic Development Director

Staff Recommendation: Staff recommends City Council Discuss for future consideration the Resolution for the requested EDC Economic Development project for the Design Guidelines Project.

Item Summary: The EDC has identified the Design Guidelines Project as an economic development project it would like to consider for funding in the 2023-2024 fiscal year. Because of its nature, it is required to have City Council approval following two readings. This is the first of the two required readings.

Background Information: 1. DESIGN GUIDELINES PROJECT

The University of Texas at San Antonio (UTSA) Center for Urban and Regional Planning Research (CURPR) will present the City of Freeport, Texas, with Historic District Design Guidelines and a Comprehensive Downtown Plan.

Design Guidelines establish a shared idea of how alterations to properties and new development fit in with the existing and desired appearance and character of the community. Real estate studies reveal that the design of Main Street districts is a major component of their success. Many features contribute to a Main Street district's identity. Individual buildings, storefronts, signs, window displays and façades, building scale and placement, and streetscape as a whole all establish the character of a street. These features are what make each place unique. Maintaining a design scheme for any business district can enhance its existing physical assets and minimize its detractors. Design can serve to improve the district's appearance and unify diverse elements and strengthen its image as a cohesive area, providing balance between variation and consistency. The FEDC is requesting council approval for an expenditure of \$30,000 in the 2023-2024 fiscal year for this program.

The purpose of this program is to promote the development and expansion of new and existing business enterprises within the city of Freeport. This will enhance the economic welfare of the

citizens of the City by securing and retaining business enterprises and maintaining a higher level of employment, economic activity, and stability.

Special Considerations: The EDC conducted a required public hearing with no opposition to this proposed project. The FEDC Board voted unanimously to approve this project.

Financial Impact: Funding for this project would come out of the \$907,220 Special Project line included in the EDC fiscal year budget for projects.

Board or 3rd Party Recommendation: Following a public hearing on the issue, EDC voted to recommend approval of this project at the mentioned dollar limits.

Supporting Documentation:

1. Resolution No. 2023-2824 EDC Project Design Guidelines

RESOLUTION NO. 2023-2824

A RESOLUTION OF THE CITY OF FREEPORT, TEXAS, CONTAINING A PREAMBLE; APPROVING AN ECONOMIC DEVELOPMENT PROJECT TO BE ENACTED BY THE FREEPORT ECONOMIC DEVELOPMENT CORPORATION; AND PROVIDING THAT THIS RESOLUTION SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the City of Freeport, Texas is a "Home Rule City" and a "Home Rule Municipality" lying and situated in Brazoria County, Texas, as described in and defined by Section 5, Article XI of the Constitution of Texas and Section 1.005 of the Local Government Code of Texas, respectively; and,

WHEREAS, the Freeport Economic Development Corporation (the "EDC") is a "type B" nonprofit economic development corporation, authorized under Texas Development Corporations Act, Title 12, Section 501.001 et. seq. specifically Chapter 505 of said Act; and,

WHEREAS, the EDC's specific purpose is to sustain economic development efforts and promote business development in the City; and,

WHEREAS, the City and the EDC have made the specific findings that the EDC may pursue the development project set forth below, that said project is authorized by the Texas Development Corporation Act, and that the project promotes economic development within the City of Freeport and satisfies the requirement of serving a public purpose; and,

WHEREAS, prior to passage of this resolution, the City Council conducted two (2) public readings of this resolution, in open session of duly noticed and posted council meetings, and further finds that a duly noticed and posted public hearing was previously held by the EDC on the projects contained herein.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS:

FIRST, the City Council of the City of Freeport finds that the facts recited in the preamble hereof are true.

SECOND, the City Council of the City of Freeport hereby approves the following economic development project: \$30,000 in funding for development of Downtown Master Plan and Historic District Design guidelines;

THIRD, the funds to fund the above project have been budgeted and no further authorization is required from the City Council for the EDC to implement the above project.

FOURTH, this resolution shall take effect and be in force from and after its passage and adoption.

READ, PASSED AND ADOPTED this _____ day of _____ 2023.

APPROVED:

Brooks Bass, Mayor
City of Freeport, Texas

ATTEST:

Clarisa Molina, Interim City Secretary
City of Freeport, Texas

APPROVED AS TO FORM ONLY:

David Olson, City Attorney
City of Freeport, Texas



City Council Agenda Item #11.

Title: First reading of an EDC project in support of renovations to FMP Kitchen.

Date: November 20, 2023

From: Robert Johnson, Economic Development Director

Staff Recommendation: Staff recommends City Council Discuss for future consideration the Resolution for the requested EDC Economic Development project for the Freeport Municipal Park, Kitchen Improvements project.

Item Summary: The EDC has identified the Freeport Municipal Park, Kitchen Improvements project as an economic development and quality of life project it would like to consider for funding in the 2023-2024 fiscal year. Because of its nature, it is required to have City Council approval following two readings. This is the first of the two required readings. The estimated cost of the renovations is \$40,000 at its meeting on November 14, the EDC voted to support the city's effort by contributing 50% of the cost, up to \$20,000.

Background Information: 1. FREEPORT MUNICIPAL PARK KITCHEN IMPROVEMENT PROJECT

In October of 2023, the City Council approved the renovation of the Freeport Municipal Park Kitchen. Improvements needed are identified as follows:

1. Type 1 Hood Vent with a Fire Suppression System.
2. Commercial Grade Kitchen Appliances
3. Prep Tables
4. Hand washing Sink
5. Under-Sink Grease Trap
6. Mop Sink
7. Solid ceiling in the kitchen area
8. New gas lines that run to the new gas appliances
9. Upgraded Electrical Service

The FEDC is requesting council approval of this EDC project in the amount up to \$20,000 in the 2023-2024 fiscal year for this park improvement program.

The purpose of this program is to promote quality of life within the city of Freeport, and enhance the welfare of the citizens of the City by providing park amenities and resources that improve conditions at the park.

Special Considerations: The EDC conducted a required public hearing with no opposition to this proposed project. The FEDC Board voted unanimously to approve this project.

Financial Impact: Funding for this project would come out of the \$907,220 Special Project line included in the EDC fiscal year budget for projects.

Board or 3rd Party Recommendation: Following a public hearing on the issue, the FEDC voted to recommend approval of this project at the mentioned dollar limits.

Supporting Documentation:

1. Resolution No. 2023-2825 FMP Kitchen

RESOLUTION NO. 2023-2825

A RESOLUTION OF THE CITY OF FREEPORT, TEXAS, CONTAINING A PREAMBLE; APPROVING AN ECONOMIC DEVELOPMENT PROJECT TO BE ENACTED BY THE FREEPORT ECONOMIC DEVELOPMENT CORPORATION; AND PROVIDING THAT THIS RESOLUTION SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the City of Freeport, Texas is a "Home Rule City" and a "Home Rule Municipality" lying and situated in Brazoria County, Texas, as described in and defined by Section 5, Article XI of the Constitution of Texas and Section 1.005 of the Local Government Code of Texas, respectively; and,

WHEREAS, the Freeport Economic Development Corporation (the "EDC") is a "type B" nonprofit economic development corporation, authorized under Texas Development Corporations Act, Title 12, Section 501.001 et. seq. specifically Chapter 505 of said Act; and,

WHEREAS, the EDC's specific purpose is to sustain economic development efforts and promote business development in the City; and,

WHEREAS, the City and the EDC have made the specific findings that the EDC may pursue the development project set forth below, that said project is authorized by the Texas Development Corporation Act, and that the project promotes economic development within the City of Freeport and satisfies the requirement of serving a public purpose; and,

WHEREAS, prior to passage of this resolution, the City Council conducted two (2) public readings of this resolution, in open session of duly noticed and posted council meetings, and further finds that a duly noticed and posted public hearing was previously held by the EDC on the projects contained herein.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FREEPORT, TEXAS:

FIRST, the City Council of the City of Freeport finds that the facts recited in the preamble hereof are true.

SECOND, the City Council of the City of Freeport hereby approves the following economic development project: Fifty percent share, up to \$20,000 for improvements to FMP Kitchen;

THIRD, the funds to fund the above project have been budgeted and no further authorization is required from the City Council for the EDC to implement the above project.

FOURTH, this resolution shall take effect and be in force from and after its passage and adoption.

READ, PASSED AND ADOPTED this _____ day of _____ 2023.

APPROVED:

Brooks Bass, Mayor
City of Freeport, Texas

ATTEST:

Clarisa Molina, Interim City Secretary
City of Freeport, Texas

APPROVED AS TO FORM ONLY:

David Olson, City Attorney
City of Freeport, Texas



City Council Agenda Item #12.

Title: Consideration and possible action on ratification of Change order #5 and approval of change order #6 to Lucas Construction phase 2 concrete construction contract.

Date: November 20, 2023

From: Tim Kelty, City Manager

Staff Recommendation: Staff recommends ratification of Change Order #5 and approval of Change Order #6 for this contract

Item Summary: Change Order #5 to this contract allowed for Lucas Construction to lower 17 sanitary sewer laterals that were in the way on Avenue G that needed to be lowered to allow for the reconstruction of the roadway. Most of the cost for this additional work was covered by excess unused funds in the contract previously approved. The total cost of Change order 5 is \$6,802.50

Change Order #6 increases the contract amount \$48,775 and includes to following:

- The replacement of Sidewalk on both sides of Cedar Street between 10th and 12th streets, and extending part of the way north of 10th.
- Lowering of six additional sewer laterals on the North side of Avenue G.
- Additional asphalt transitions and shoulders on Avenue A.
- 21 additional calendar days to complete the work.

Background Information: Staff approved the \$6,802.50 proposed change order #5 on November 9th in order not to delay Lucas any further on Avenue G. When Lucas Construction demoed the south side of Avenue G as part of the project, they identified very shallow sewer laterals that would be damaged during the base work needed, and could not proceed until the laterals were lowered.

Substantial completion of this contract is expected by the end of December.

Special Considerations: None

Financial Impact: These change orders increase the total contract price by \$55,677.50 or 01.65%

Board or 3rd Party Recommendation: Recommended by City Engineer Freese and Nichols.

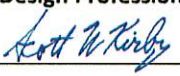
Supporting Documentation:

1. Change Orders 5 & 6

Change Order – Engineering Review

Project	Freeport Street Reconstruction - Phase 2		Project Number	
Owner	Port Freeport		FRE21569	
Contractor	Lucas Construction Company, Inc			
Construction Manager	Roberto Paterson, P.E.			
Design Professional	Scott Kirby, P.E.			
Change Order No.	05	Date	11/03/2023	
Make the following modifications to the Contract Documents:				
Item	Description	Change Amount		
1	C.O. Item 5.1 – Avenue G Sanitary Service Relocations	\$ 23,800.00		
2	C.O. Items 5.2 – Delete \$16,997.50 from extra work Item 11	\$ (-16,997.50)		
3		\$		
4		\$		
5	-	\$		
6	-	\$		
Net Change in Contract Price this Change Order		\$ 6,802.50		
Net Change in Contract Time this Change Order		21	days	
<i>The compensation in this Change Order is the full, complete, and final compensation for all costs Contractor may incur because of or relating to this change whether said costs are known, unknown, foreseen, or unforeseen at this time, including without limitation, any cost for delay, extended overhead, ripple or impact cost, or any other effect on changed or unchanged Work because of this Change Order. The changes in Contract Times are the complete and final adjustments for impacts to the ability of Contractor to complete the Work within the Contract Times and are the only adjustments to which Contractor is entitled. All terms and provisions of the Contract Documents remain in effect except as specifically modified by this Change Order.</i>				
a. Original Contract Price		\$ 3,799,224.00		
b. Previously Approved Change Order/Contract Amendment Amounts		\$ 0.00		
c. Adjusted Contract Price (a + b)		\$ 3,799,224.00		
d. Contract Amendment Amount		\$ 6,802.50		
e. Revised Contract Price (c + d)		\$ 3,806,026.50		
f. Percent Change in Contract Price to Date		0.18	%	
	Original	Previous	Current	
Substantial Completion Date	7/26/2023	10/16/2023	11/06/2023	
Final Completion Date	8/25/2023	11/13/2023	12/04/2023	
Recommended by Design Professional		Recommended by Construction Manager		
Scott Kirby, P.E.	11/07/2023	Roberto Paterson, P.E.	11/07/2023	
Name	Date	Name	Date	
Approved by Contractor		Approved by Owner		
Jimmy McGinnis	11/10/2023	LANCE PETTY	11/9/23	
Name	Date	Name	Date	

Change Order – Engineering Review

Project	Freeport Street Reconstruction - Phase 2		Project Number
Owner	Port Freeport		FRE21569
Contractor	Lucas Construction Company, Inc		
Construction Manager	Roberto Paterson, P.E.		
Design Professional	Scott Kirby, P.E.		
Change Order No.	06	Date	11/16/2023
Make the following modifications to the Contract Documents:			
Item	Description	Change Amount	
1	C.O. Item 6.1 – Concrete Sidewalks	\$	30,875.00
2	C.O. Item 6.2 – Avenue G Sanitary Service Relocations	\$	8,400.00
3	C.O. Item 6.3 – Asphalt Transitions at Avenue A	\$	6,900.00
4	C.O. Item 6.4 – Asphalt Shoulders at Avenue A & Fischer St.	\$	2,700.00
5	-	\$	
6	-	\$	
Net Change in Contract Price this Change Order		\$	48,875.00
Net Change in Contract Time this Change Order		21	days
<i>The compensation in this Change Order is the full, complete, and final compensation for all costs Contractor may incur because of or relating to this change whether said costs are known, unknown, foreseen, or unforeseen at this time, including without limitation, any cost for delay, extended overhead, ripple or impact cost, or any other effect on changed or unchanged Work because of this Change Order. The changes in Contract Times are the complete and final adjustments for impacts to the ability of Contractor to complete the Work within the Contract Times and are the only adjustments to which Contractor is entitled. All terms and provisions of the Contract Documents remain in effect except as specifically modified by this Change Order.</i>			
a. Original Contract Price		\$	3,799,224.00
b. Previously Approved Change Order/Contract Amendment Amounts		\$	6,802.50
c. Adjusted Contract Price (a + b)		\$	3,806,026.50
d. Contract Amendment Amount		\$	48,875.00
e. Revised Contract Price (c + d)		\$	3,854,901.50
f. Percent Change in Contract Price to Date		1.47	%
	Original	Previous	Current
Substantial Completion Date	7/26/2023	11/06/2023	11/27/2023
Final Completion Date	8/25/2023	12/04/2023	01/05/2024
Recommended by Design Professional		Recommended by Construction Manager	
Scott Kirby, P.E.		11/16/2023	Roberto Paterson, P.E.
Name	Date		Name
Approved by Contractor		Approved by Owner	
Name	Date	Name	Date



November 16th, 2023
Freese & Nichols, Inc
10497 Town and Country Way, Suite 600
Houston, TX 77024
Attn: Mr. Scott Kirby
Re: City of Freeport Streets Reconstruction Phase II – Change Order No. 6 Cedar St Sidewalks and Ave G Sanitary Service Relocations

Mr. Kirby,

Lucas Construction Company, Inc. proposes to provide labor, materials, equipment, layout, supervision, and insurance in order to complete the following additional work:

CO6-1 Concrete Sidewalks on Cedar Dr	475 SY	\$65/SY	\$30,875.00
CO6-2 Ave G Sanitary Service Relocation	6 EA	\$1,400/EA	\$8,400.00
CO6-3 Asphalt Transitions at Ave A	2 EA	\$3,450/EA	\$6,900.00
CO6-4 Asphalt Shoulders at Ave A and Fischer (23 SY each)	2 EA	\$1,350/EA	<u>\$2,700.00</u>

Net Change in Contract Amount = \$48,875.00

Exclusions: engineering, plans, materials testing, grout fill, flowable fill, new storm sewer pipe and inlets, new water meters, irrigation, sleeves, and any utility relocations that may be necessary.

Notes:

- 1.) Additional calendar days to complete this work: 21 days

Please feel free to call me at 832-671-2374 or Willis Lucas at 281-316-9990 with any questions or concerns.

Sincerely,

Jimmy McGinnis

Jimmy McGinnis
Project Manager
Lucas Construction



City Council Agenda Item #13.

Title: Consideration and possible action approving the Special Interlocal Agreement for streets project between Brazoria County and the City of Freeport Fiscal Year 2023-2024.

Date: November 20, 2023

From: Lance Petty, Assistant City Manager

Staff Recommendation: Staff recommends Council Approve the Mayor to Sign the Special Interlocal Agreement with Brazoria County for 2023/2024 road project.

Item Summary: Change in the Interlocal Agreement (special) from Brazoria County for road repairs for 2023/2024 fiscal year.

Background Information: In September 2023, Brazoria County changed the Interlocal Agreement with the City's from the original agreement of resurfacing up to two (2) miles of roads including milling and stabilization to up to two (2) miles of roads but limiting the city's to four (4) roads and asphalt overlay without milling and stabilization. City staff contacted Commissioner Payne to discuss allowing the City to utilize the County one more year under the original Interlocal Agreement. Commissioner Payne authorized the City to move forward with the 2023/2024 proposed road improvements. Staff presented to City Council on October the 16th for approval of the 2023/2024 Interlocal Roads. Staff sent the approved roads for 2023/2024 Improvements to Brazoria County on October the 18th for the amount of \$344,663.24. Staff received an email from Brazoria County staff responding that the City was only allowed up to four (4) roads, not the number of proposed roads received. City staff notified Brazoria County that Commissioner Payne had approved one (1) more year for the City of Freeport. Brazoria County staff confirmed with Commissioner Payne and emailed a special Interlocal Agreement for these improvements. Upon reviewing the Special Interlocal Agreement, it was brought to staff's attention that the Agreement included that the City would be responsible for any costs for labor, equipment and engineering in excess of \$10,000.00 dollars. Staff has been in communication with Brazoria County Staff and has confirmed that the cost for labor and equipment is not anticipated to exceed \$10,000.00 for the proposed road project.

Special Considerations:

- Fiscal year 2024/2025 road improvements will be limited to a four (4) road limit up to 2 miles overlay only.

Financial Impact: This cost associated with this project was approved under the previous agreement

Board or 3rd Party Recommendation: None

Supporting Documentation:

1. ExB
2. Brazoria County Communication
3. county special interlocal agreement

Streets Identified for 2024

Ward	Existing Pavement	Street	From -To	Miles	SQ FT	County Asphalt	C&G
B	Asphalt	8th	Velasco to Mesquite	0.1655	29,648	\$40,670.47	No
B	Asphalt	Holly	8th to Alley	0.0268	3,976	\$5,454.19	Yes
A	Asphalt	8th	Beech to Magnolia	0.2511	45,084	\$61,845.23	No
C	Asphalt	Groce	Ave D to Gulf	0.0617	6,520	\$8,943.99	No
C	Asphalt	Varner	Ave R to Dead End	0.1028	10,860	\$14,897.51	No
C	Asphalt	Ave O	Skinner to Skinner	0.1916	20,240	\$27,764.78	No
C	Asphalt	Alley	Skinner to Avenue N	0.0685	4,706	\$6,455.59	No
C	Asphalt	Wharton	288 to Ave L	0.0939	9,920	\$13,608.04	No
C	Asphalt	Ave K	Varner to Wharton	0.0662	7,000	\$9,602.44	No
A	Asphalt	7th	Ash to 8th	0.0626	6,620	\$9,081.17	No
D	Asphalt	Gulf	Archer to 7th	0.067	5,664	\$7,769.75	No
D	Asphalt	7th	Gulf to Ave C	0.1297	10,960	\$15,034.68	No
D	Asphalt	Hudgins	Gulfto DeadEnd	0.0236	3,125	\$7,340.83	No
C	Asphalt	Ave D	B Port to Skinner	0.053	5,600	\$7,681.96	No
D	Asphalt	Kingfish	Sailfish to Dead End	0.1289	13,620	\$18,683.61	No
D	Asphalt	Ave C	7th to Archer	0.0643	6,800	\$9,328.09	No
D	Asphalt	Jackson	Gulf to Dead End	0.0454	6,000	\$14,094.40	No
D	Asphalt	Ave F	Caldwell to Dead End	0.1924	18,288	\$25,087.07	No
D	Asphalt	Old River	Ave A 148 ft North	0.028	4,440	\$6,090.69	No
D	Asphalt	Karankawa	Ave B 33ft South	0.0062	1,155	\$1,584.40	No
D	Asphalt	Jackson	Ave B 25ft South	0.0047	700	\$1,644.35	No
	Asphalt					\$312,663.24	
	1.83 miles						
			Rental Milling Machine			\$32,000.00	
						\$344,663.24	

8th	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Velasco to Mesquite									Mill/Asphalt
	Asphalt	872	34	3	110	330	543.55	74	\$ 40,222.45
	Crushed C				110	0	0.00	25.58	\$ -
	Portland				4	0	0.00	198	\$ -
	ABS-65	872	34	0.05	1	0.05	164.71	2.72	\$ 448.01
								total	\$ 40,670.47

Holly	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
8th to Alley									Mill/Asphalt
	Asphalt	142	28	3	110	330	72.89	74	\$ 5,394.11
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	142	28	0.05	1	0.05	22.09	2.72	\$ 60.08
Entire								total	\$ 5,454.19

8th	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Beech to Magnolia									Mill/Asphalt
	Asphalt	1326	34	3	110	330	826.54	74	\$ 61,163.96
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	1326	34	0.05	1	0.05	250.47	2.72	\$ 681.27
								total	\$ 61,845.23

Groce Ave D to Gulf	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
									Mill/Asphalt
	Asphalt	326	20	3	110	330	119.53	74	\$ 8,845.47
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	326	20	0.05	1	0.05	36.22	2.72	\$ 98.52
								total	\$ 8,943.99

Varner Ave R to Dead End	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
									Mill/Asphalt
	Asphalt	543	20	3	110	330	199.10	74	\$ 14,733.40
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	543	20	0.05	1	0.05	60.33	2.72	\$ 164.11
								total	\$ 14,897.51

Ave O	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
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Skinner to Skinner									Mill/Asphalt
	Asphalt	1012	20	3	110	330	371.07	74	\$ 27,458.93
	Crushed C			4	110	440	0.00	25.58	\$ -
	portland			8	4	32	0.00	198	\$ -
	ABS-65	1012	20	0.05	1	0.05	112.44	2.72	\$ 305.85
								total	\$ 27,764.78

Alley Skinner to Ave N	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
	Asphalt	362	13	3	110	330	86.28	74	\$ 6,384.47
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	362	13	0.05	1	0.05	26.14	2.72	\$ 71.11
								total	\$ 6,455.59

Wharton 288 to Ave L	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
	Asphalt	496	20	3	110	330	181.87	74	\$ 13,458.13
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	496	20	0.05	1	0.05	55.11	2.72	\$ 149.90
								total	\$ 13,608.04

7th Ash to 8th	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
	Asphalt	331	20	3	110	330	121.37	74	\$ 8,981.13
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	331	20	0.05	1	0.05	36.78	2.72	\$ 100.04
								total	\$ 9,081.17

Gulf Archer to 7th	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
	Asphalt	354	16	3	110	330	103.84	74	\$ 7,684.16
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	354	16	0.05	1	0.05	31.47	2.72	\$ 85.59
								total	\$ 7,769.75

7th Gulf to Ave C	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
									Mill/Asphalt

	Asphalt	685	16	3	110	330	200.93	74	\$ 14,869.07
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	685	16	0.05	1	0.05	60.89	2.72	\$ 165.62
								total	\$ 15,034.68

Ave D	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Bport to Skinner									Mill/Asphalt
	Asphalt	280	20	3	110	330	102.67	74	\$ 7,597.33
	Crushed C			4	110	440	0.00	25.58	\$ -
	portland			8	4	32	0.00	198	\$ -
	ABS-65	280	20	0.05	1	0.05	31.11	2.72	\$ 84.62
								total	\$ 7,681.96

Kingfish	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Sailfish to Dead End									Mill/Asphalt
	Asphalt	681	20	3	110	330	249.70	74	\$ 18,477.80
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	681	20	0.05	1	0.05	75.67	2.72	\$ 205.81
								total	\$ 18,683.61

Ave K	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Varnier to Wharton									Mill/Asphalt
	Asphalt	350	20	3	110	330	128.33	74	\$ 9,496.67
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	350	20	0.05	1	0.05	38.89	2.72	\$ 105.78
								total	\$ 9,602.44

Ave C	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
7th to Archer									Mill/Asphalt
	Asphalt	340	20	3	110	330	124.67	74	\$ 9,225.33
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	340	20	0.05	1	0.05	37.78	2.72	\$ 102.76
								total	\$ 9,328.09

Hudgins	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Gulf to Dead End									Mill/Stabilize/Asphalt

	Asphalt	125	25	3	110	330	57.29	74	\$	4,239.58
	Crushed C	125	25	4	110	440	76.39	25.58	\$	1,954.03
	Portland	125	25	8	4	32	5.56	198	\$	1,100.00
	ABS-65	125	25	0.05	1	0.05	17.36	2.72	\$	47.22
									total	\$ 7,340.83

Jackson	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Gulf to Dead End									Mill/Stabilize/Asphalt
	Asphalt	240	25	3	110	330	110.00	74	\$ 8,140.00
	Crushed C	240	25	4	110	440	146.67	25.58	\$ 3,751.73
	Portland	240	25	8	4	32	10.67	198	\$ 2,112.00
	ABS-65	240	25	0.05	1	0.05	33.33	2.72	\$ 90.67
								total	\$ 14,094.40

Ave F	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Caldwell to Dead End									Mill/Asphalt
	Asphalt	1016	18	3	110	330	335.28	74	\$ 24,810.72
	Crushed C			4	110	440	0.00	25.58	\$ -
	portland			8	4	32	0.00	198	\$ -
	ABS-65	1016	18	0.05	1	0.05	101.60	2.72	\$ 276.35
								total	\$ 25,087.07

Old River	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
Ave A 148 ft North									Mill/Asphalt
	Asphalt	148	30	3	110	330	81.40	74	\$ 6,023.60
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	148	30	0.05	1	0.05	24.67	2.72	\$ 67.09
								total	\$ 6,090.69

Karankawa Ave B south 33ft	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
									Mill/Asphalt
	Asphalt	33	35	3	110	330	21.18	74	\$ 1,566.95
	Crushed C			4	110	440	0.00	25.58	\$ -
	Portland			8	4	32	0.00	198	\$ -
	ABS-65	33	35	0.05	1	0.05	6.42	2.72	\$ 17.45
								total	\$ 1,584.40

Jackson Ave B South 25 ft	MATERIAL	LENGTH	WIDTH	TNK	RATE		TONS	PPT	
									Mill/Stabilize/Asphalt
	Asphalt	25	28	3	110	330	12.83	74	\$ 949.67
	Crushed C	25	28	4	110	440	17.11	25.58	\$ 437.70

	Portland	25	28	8	4	32	1.24	198	\$	246.40
	ABS-65	25	28	0.05	1	0.05	3.89	2.72	\$	10.58
									total	\$ 1,644.35

TOTAL FEET	9687
TOTAL MILES	1.83

TOTAL ARP	\$ 312,663.24
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City of Freeport
Interlocal Agreement Project Request Summary FY-24

STREET/LOCATION	LIMITS (TO - FROM)	LENGTH (FT)	WIDTH (FT)	WORK DESCRIPTION (Major Street Projects and/or Ditch Digging ONLY)	FOR OFFICE USE ONLY
8th Street	Velasco to Mesquite	872	34	Mill / Asphalt	
Holly	8th Street to Alley	142	28	Mill / Asphalt	
8th	Beech to Magnolia	1326	34	Mill / Asphalt	
Groce	Ave D to Gulf	326	20	Mill / Asphalt	

Note: Must have Mayoral approval

Return to: County Engineer's Office
Engineer-interlocals@brazoriacountytx.gov



Approved By: Mayor
Date 10/16/23

City of Freeport
Interlocal Agreement Project Request Summary FY-24

STREET/LOCATION	LIMITS (TO - FROM)	LENGTH (FT)	WIDTH (FT)	WORK DESCRIPTION (Major Street Projects and/or Ditch Digging ONLY)	FOR OFFICE USE ONLY
VARNER	Ave K to Dead end	543	20	mill /asphalt	
Ave D	Skinner to Skinner	1012	20	mill /asphalt	
Alley	Skinner to Ave N	362	13	mill /asphalt	
Wharton	288 to Ave L	496	20	mill /asphalt	

Note: Must have Mayoral approval

Return to: County Engineer's Office
Engineer-interlocals@brazoriacountytx.gov



Approved By: Mayor
10/16/23

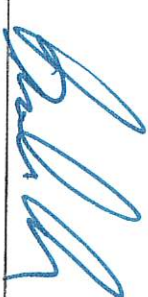
Date

City of Freeport
Interlocal Agreement Project Request Summary FY-24

STREET/LOCATION	LIMITS (TO - FROM)	LENGTH (FT)	WIDTH (FT)	WORK DESCRIPTION (Major Street Projects and/or Ditch Digging ONLY)	FOR OFFICE USE ONLY
7th Street	Ash to 8th Street	331	20	mill/asphalt	
Gulf	Archer to 7th	354	16	mill/asphalt	
7th Street	Gulf to Ave C	685	16	mill/asphalt	
Ave D	288 to Skinner	280	20	mill/asphalt	

Note: Must have Mayoral approval

Return to: County Engineer's Office
Engineer-interlocals@brazoriacountytx.gov


Approved By: Mayor
Date 10/14/23

City of Freeport
Interlocal Agreement Project Request Summary FY-24

STREET/LOCATION	LIMITS (TO - FROM)	LENGTH (FT)	WIDTH (FT)	WORK DESCRIPTION (Major Street Projects and/or Ditch Digging ONLY)	FOR OFFICE USE ONLY
Kingfish	Sailfish to Deadend	681	20	mill/asphalt	
Ave K	Varner to Wharton	350	20	mill/asphalt	
Ave C	7th Street to Archer	340	20	mill/asphalt	
Hudgins	Gulf to Deadend	125	25	mill/asphalt	

Note: Must have Mayoral approval

Return to: County Engineer's Office
Engineer-interlocals@brazoriacountytx.gov


Approved By: Mayor
Date 10/16/23

City of Freeport
Interlocal Agreement Project Request Summary FY-24

STREET/LOCATION	LIMITS (TO - FROM)	LENGTH (FT)	WIDTH (FT)	WORK DESCRIPTION (Major Street Projects and/or Ditch Digging ONLY)	FOR OFFICE USE ONLY
JACKSON	Gulf to Deadend	240	25	Mill/stabilize/asphalt	
Ave F	Caldwell to Deadend	1016	18	Mill/asphalt	
Old River	Ave A to 148ft north	148	30	mill/asphalt	
KARAN KAWA	Ave B south 33ft	33	35	mill/asphalt	

Note: Must have Mayoral approval

Return to: County Engineer's Office
Engineer-interlocals@brazoriacountytx.gov


Approved By: Mayor
10/10/23
Date

City of Freeport
Interlocal Agreement Project Request Summary FY-24

STREET/LOCATION	LIMITS (TO - FROM)	LENGTH (FT)	WIDTH (FT)	WORK DESCRIPTION (Major Street Projects and/or Ditch Digging ONLY)	FOR OFFICE USE ONLY
JACKSON	Ave B South 25 Ft	25	28	M:11/stabilize/Asphalt	

Note: Must have Mayoral approval

Return to: County Engineer's Office
Engineer-interlocals@brazoriacountytx.gov


Approved By: Mayor
10/16/23
Date

Lance Petty

From: Tricia Simmons <TriciaS@brazoriacountytx.gov>
Sent: Wednesday, November 8, 2023 11:38 AM
To: Lance Petty
Subject: RE: [EXTERNAL] Questions

Lance:

The \$10,000.00 labor and equipment cost is appropriately set based on the two miles worth of road work. The County has completed many years of road project requests with Freeport and never exceeded this amount. I'm more than happy to obtain an estimate for the labor and equipment to satisfy council, if needed, but have no reason to believe your road project request will exceed the amount as stated in the agreement.

Please let me know if I can assist further.



Brazoria County Engineering

REGARDS

TRICIA SIMMONS

ADMINISTRATIVE ASSISTANT
INTERLOCAL COORDINATOR

☎ TriciaS@brazoriacountytx.gov

☎ (979)864-1265

☎ (979)864-1270

🌐 www.brazoriacountytx.gov

From: Lance Petty <lpetty@freeport.tx.us>
Sent: Tuesday, November 7, 2023 2:14 PM
To: Tricia Simmons <TriciaS@brazoriacountytx.gov>
Subject: [EXTERNAL] Questions

Ms. Simmons

I have a question on the special interlocal agreement. I know that you confirmed with Mr. Payne that he is allowing us to continue our roads one more year as we have in the past, but then you sent me a special interlocal agreement that states the city will pay all costs over \$10,000 for labor and equipment. If this is how it is going to be proposed, can you tell me the cost for labor and equipment for these roads that are proposed? I have to get council approval for this inter local agreement, but I do not feel comfortable with the open end of the costs associated with this new agreement that would more than likely require a budget amendment at the conclusion of the road improvements for those costs. Let me know

Thank you

Lance Petty, CPWP-M

Assistant City Manager

lpetty@freeport.tx.us

979-709-5700

STATE OF TEXAS §
 §
COUNTY OF BRAZORIA §

INTERLOCAL AGREEMENT
BETWEEN BRAZORIA COUNTY AND THE CITY OF FREEPORT
IS24-0003

This Agreement is made between BRAZORIA COUNTY and the CITY OF FREEPORT hereinafter referred to as the COUNTY and CITY respectively.

RECITALS

WHEREAS, the CITY wishes to repair all roads as listed on Exhibit “B”; and

WHEREAS, the CITY has requested the COUNTY’S assistance to providing labor and equipment to repair all roads as listed on Exhibit “B”; and

WHEREAS, the COUNTY has agreed to utilize Brazoria County Road & Bridge equipment and employees to perform this work pursuant to the authority of Tex. Transp. Code §251.012, and the Interlocal Cooperation Act, Tex. Gov. Code Sec. 791.001 et. Seq., subject to the conditions and limitations of this Agreement;

NOW THEREFORE, the CITY and COUNTY agree as follows:

- 1.01 COUNTY agrees to supply such equipment as may be necessary together with operators to repair all roads listed on Exhibit “B”.
- 1.02 The CITY agrees to pay for material needed in the project directly to supplier, and in the event COUNTY costs in performing above-described work exceed \$10,000.00, the CITY shall pay, from the point in time that COUNTY’S costs equal the sum \$10,000.00, the labor costs and the hourly value of equipment used, plus any other costs associated with the use of the equipment. Though it is contemplated by this agreement that CITY will obtained the necessary design and engineering studies required by the project prior to the commencement of the work, CITY agrees to pay the reasonable cost of any design or engineering work obtained by COUNTY if it exceeds the sum of \$10,000.00. The value of equipment shall be those hourly rates which have been previously established by the COUNTY for each item of its equipment, multiplying the same by the number of hours, such equipment has been utilized in excess of the point in time when COUNTY’s costs equaled the sum of \$10,000.00. COUNTY equipment utilized on site for the project shall be charged to CITY on a daily rate for each day it is on-site.

- 1.03 The parties intend that COUNTY, in performing such services, shall act as an independent contractor and shall have control of the work and the manner in which it is performed. COUNTY is not considered an agent or employee of CITY.
- 1.04 Each party agrees that payments for the performance of governmental functions or services shall be from current revenues available to the paying party and further that such payments shall fairly compensate the performing party for the service it supplies provides for the other party's benefit.
- 1.05 COUNTY does not warrant the suitability for this project of any material purchased by CITY from a third party which maintains a continuing contract with COUNTY. Any cost estimate made connection with this project is only an estimate and is not warranty of the final cost of the project.
- 1.06 To the extent permitted by law, CITY agrees to assume the risk of, fully indemnify, hold harmless and defend COUNTY, its agent, officers and employees from any and all loss, damage, cost demands and causes of action of any manner from the performance of the above referenced work.
- 1.07 COUNTY executes this Agreement by and through the County Judge acting pursuant to Order of the Commissioners Court so authorizing, and the CITY executes this Agreement by and through the President acting pursuant to authorizations of its Board of Trustees.
- 1.08 Nothing herein shall be constructed to make either party purchaser or consumer of goods or services from the other.
- 1.09 Nothing herein shall be constructed to create any rights in third parties.
- 1.10 Misspelling of one or more words in this agreement shall not void this agreement. Such misspelled words shall be read so as to have the meaning apparently intended by the parties.

IN TESTIMONY OF WHICH, witness our signatures on the execution dates herein below.

By: _____

CITY OF FREEPORT
MAYOR

By: _____

BRAZORIA COUNTY
COUNTY JUDGE

Date signed: _____

Date signed: _____



Human Resources Monthly Report

Date: November 3, 2023

HR TEAM: Donna Fisher

HR Services Team Priorities and Results for October 2023:

- **Welcomes and Well-wishes:**
 - **We are excited to welcome:**
 - Shana Burton – Animal Control Officer – Police Department
 - Anely Chavez – Part-time Recreation Attendant – Recreation Center
 - Landon Fitch – Maintenance Technician – Street Department
 - Miguel Reyes – Maintenance Technician – Street Department
- **Training/Coaching/Performance Improvement:**
 - **Performance Issues Addressed:** We had one (1) employee termination for performance this month.
- **Employee Turnover/Recruiting/Hiring Progress:**
 - **Employee Turnover:** We had four (4) employee separations in October. Two employees from the Recreation Center, one employee from Administration (retirement), and one employee from the Finance Department
 - **Internal Transfers/Promotions:**
 - Joey Earl promoted from Patrol Officer to Corporal
 - Kristy Mercado promoted from Detective to Detective Corporal
 - Leonel Organista promoted from Patrol Officer to Corporal
 - Michael Rodriguez promoted from Patrol Officer to Corporal
 - Michel Rodriguez transferred from Animal Control Officer to Dispatcher
 - Joaquin Torres promoted from Patrol Officer to Corporal
 - Chuck Willard promoted from Patrol Officer to Corporal
 - Roman Castillo promoted from Range Attendant to Groundskeeper
 - Amaya Warren promoted from Pro Shop Attendant to Interim Golf Course Coordinator
 - Clarisa Molina promoted from Assistant City Secretary to Interim City Secretary
 - Lily Celedon transferred from Golf Course Coordinator to Interim AP/Payroll Clerk
 - **Recruiting:** Active recruiting searches include:
 - Part-time EMT
 - Firefighter/EMT – Full and Part Time
 - Part-time Crossing Guard
 - Police Officer
 - Maintenance Technician – Street Department
 - Telecommunications Officer (Dispatch) – Police Department
 - Water Technician – Public Works
 - City Secretary

- Part-time Recreation Attendant – Recreation Center
- **Recruiting Sources** include: City website, The Facts Online, Texas Municipal League, Strategic Government Resources, Workforce Solutions, Industry-specific organizations, Community College programs for maintenance and Police, social media, and networking.
- **Risk Management and Insurance Updates:**
 - **Unemployment Claims:** We had zero (0) unemployment appeals during the month of October. We have won one (1) unemployment appeal case this calendar year (Jan.- December). The City's account will not be charged for this unemployment claim.
 - **Workers Compensation Claims:** We had one (1) active Workers Comp. claim in October.
 - **Family & Medical Leave Cases (FMLA)-** We had three (3) active FMLA cases in October.
 - **Employee Benefits:** All benefits changes and salary updates were entered into payroll system
 - **Training/Development:** We held an annual safety training for Public Works employees led by Manny Trejo from TML with 18 employees attending.

Priorities for September:

- **Employee Benefits** – Complete EEO-4 bi-annual report. Work on Workers' Compensation audit for 2022-2023
- **Training/Development** – Training on Ethical Behavior for Local Government will be held on November 15, 2023.

DPW
Monthly Report
November 2023



DPW Monthly Report November 2023

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DPW Monthly Report November 2023

Description

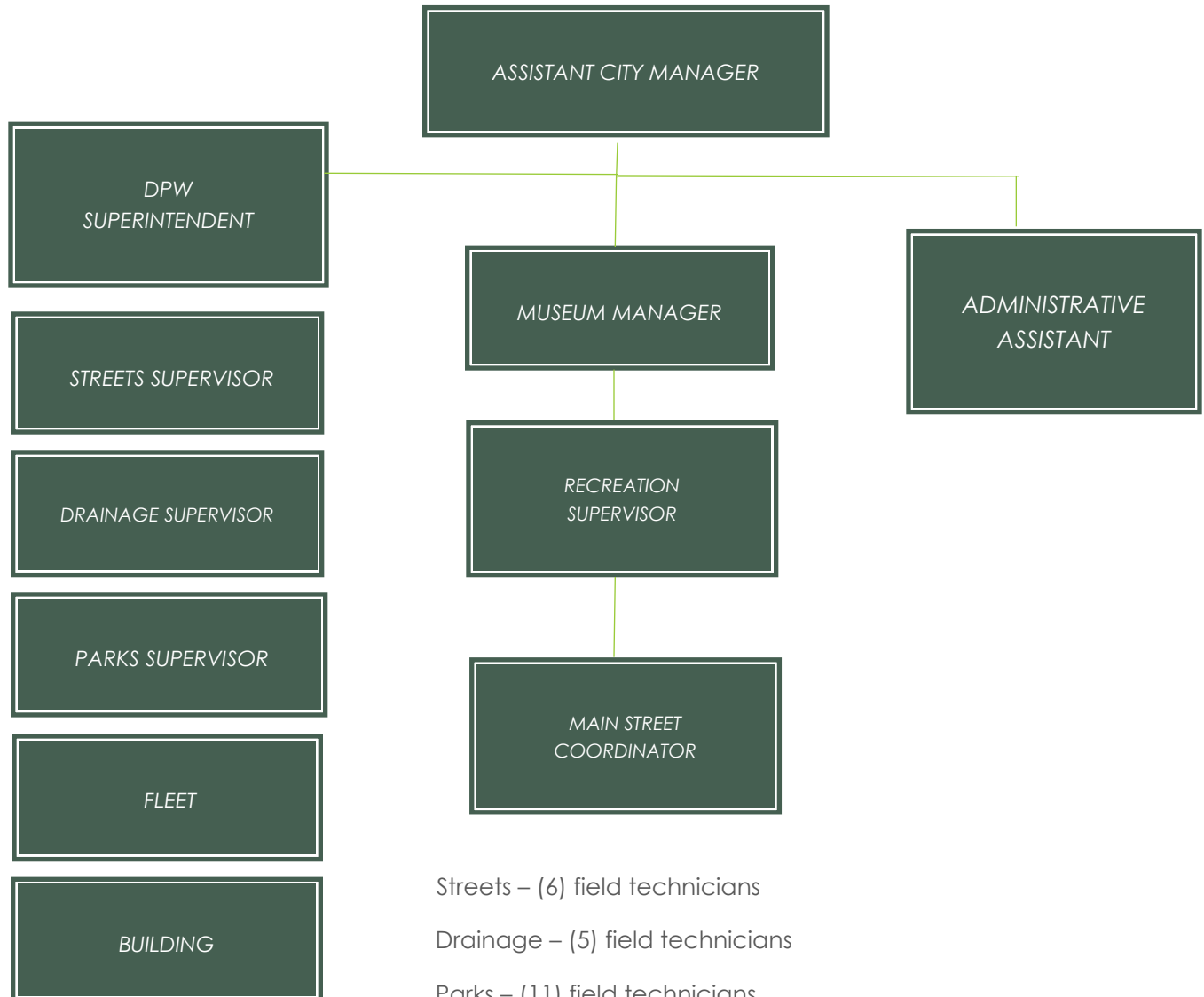
The DPW is administered by the Assistant City Manager. It is the responsibility of the department to successfully manage the City of Freeport infrastructure systems, City owned facilities, equipment, fleet, recreation and museum.

The department's mission and primary function is to provide a superior public service. In order to meet this goal, the operating function responsibilities of the department are assigned to eight groups. Each group is under the direction of a supervisor whose responsibilities include quality inspection, workload scheduling, contract management, and customer service. Each supervisor is responsible for coordinating the personnel and equipment resources of their respective divisions.

- Administration Division: under the Direction of the Assistant City Manager, this division manages the public works office, customer service, scheduling, reporting and public communication.
- Streets Division: Under the direction of the Streets Supervisor, this division provides street maintenance services to the community by pothole patching, curb, gutter and sidewalk repair and replacement of city streets and alleys. This division also provides sign maintenance which includes the installation and repair of roadway signs and the repair and maintenance of roadway markings within the city's right-of-way.
- Drainage Division: Under the direction of the Drainage Supervisor, this division is responsible for all repairs and maintenance of the city's stormwater collection system. This division also installs new culvert piping upon customer permitting.
- Parks Division: Under the direction of the Parks/Grounds/Facilities Supervisor, this division provides services to the community by conducting preservation and beautification of the City's parks, ball fields, building grounds and open spaces.
- Fleet Division: Under the direction of the Assistant City Manager, this division is responsible for all repairs and maintenance of the city's Fleet
- Building Maintenance Division: Under the direction of the Public Works Superintendent, this division provides services to the community by conducting preventative maintenance and repairs on all city property and buildings.
- Recreation Division: Under the direction of the Recreation Supervisor, this division provides services to the community through recreation, events and programs
- Museum Division: Under the Museum Manager, this division provides services to the community through museum, events and programs.

DPW Monthly Report November 2023

DPW Organizational Chart



Streets – (6) field technicians

Drainage – (5) field technicians

Parks – (11) field technicians

Fleet – (1) mechanic technician

Building – (1) lead technician

Museum – (1) assistant

Recreation – (1) event coordinator, (3) PT, (16) lifeguards

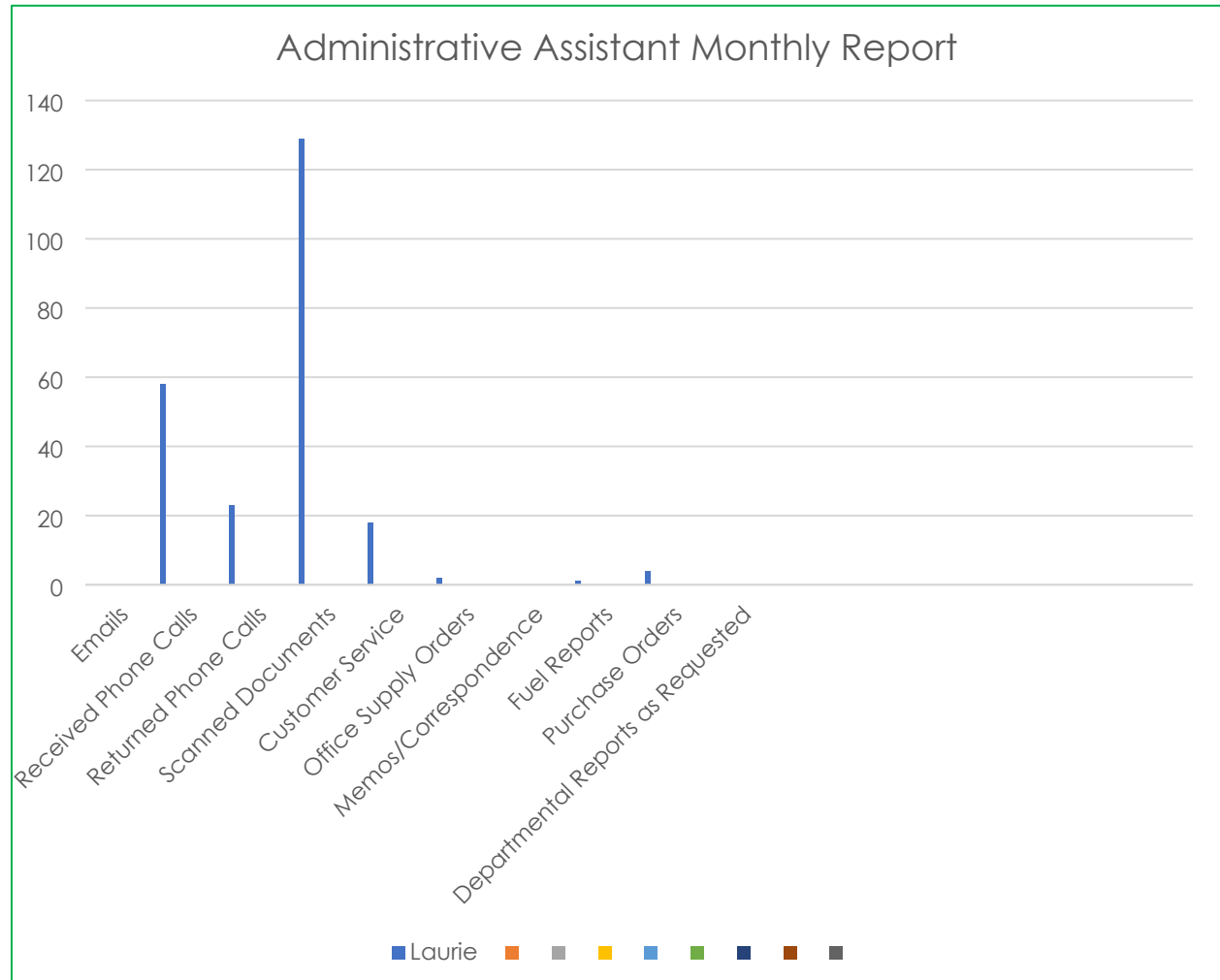
DPW Monthly Report November 2023

Administration Division:

under the Direction of the Assistant City Manager, this division manages the public works office, customer service, scheduling, reporting and public communication

Key Highlights This Month:

- Work Orders
- Expenditures



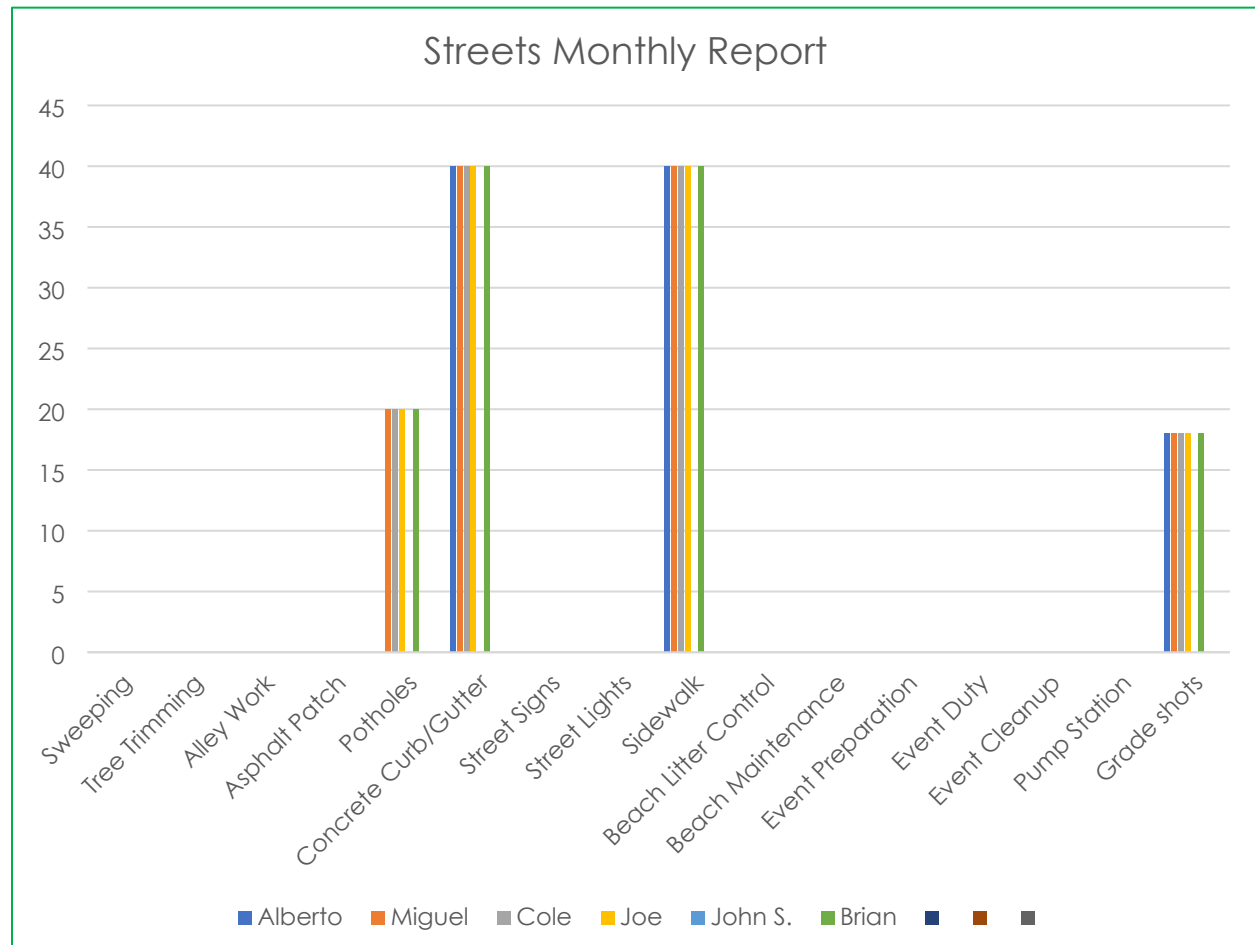
DPW Monthly Report November 2023

Streets Division:

Under the direction of the Streets Supervisor, this division provides street maintenance services to the community by pothole patching, curb, gutter and sidewalk repair and replacement of city streets and alleys. This division also provides sign maintenance which includes the installation and repair of roadway signs and the repair and maintenance of roadway markings within the city's right-of-way.

Key Highlights This Month:

- Repair Concrete from Water Leaks
- Finished Curb and Gutter – Locust
- Pour Pad for New Fuel Tank



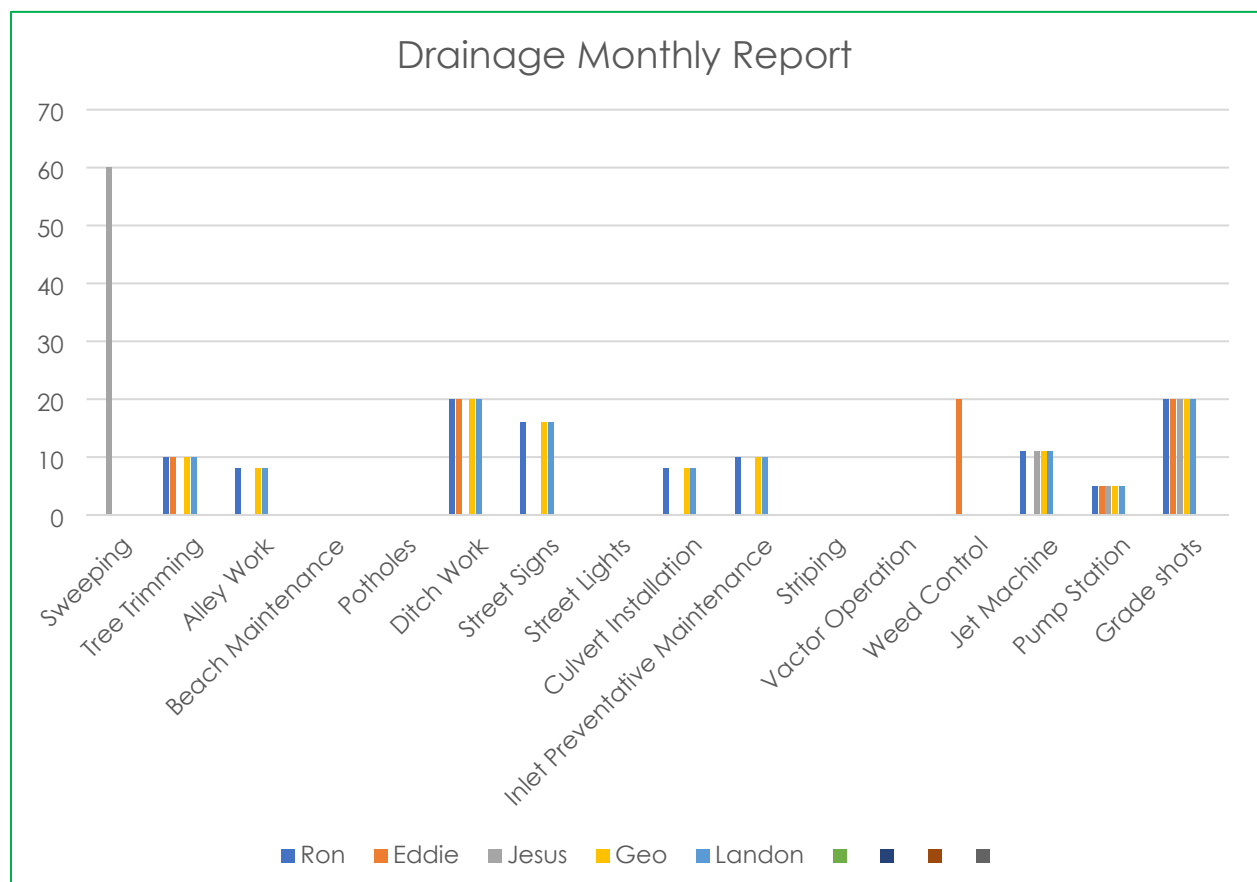
DPW Monthly Report November 2023

Drainage Division:

Under the direction of the Drainage Supervisor, this division is responsible for all repairs and maintenance of the city's stormwater collection system. This division also installs new culvert piping upon customer permitting.

Key Highlights This Month:

- Street Sweeping
- Mow/Weed Control all Wards
- Clean Inlets in all Wards

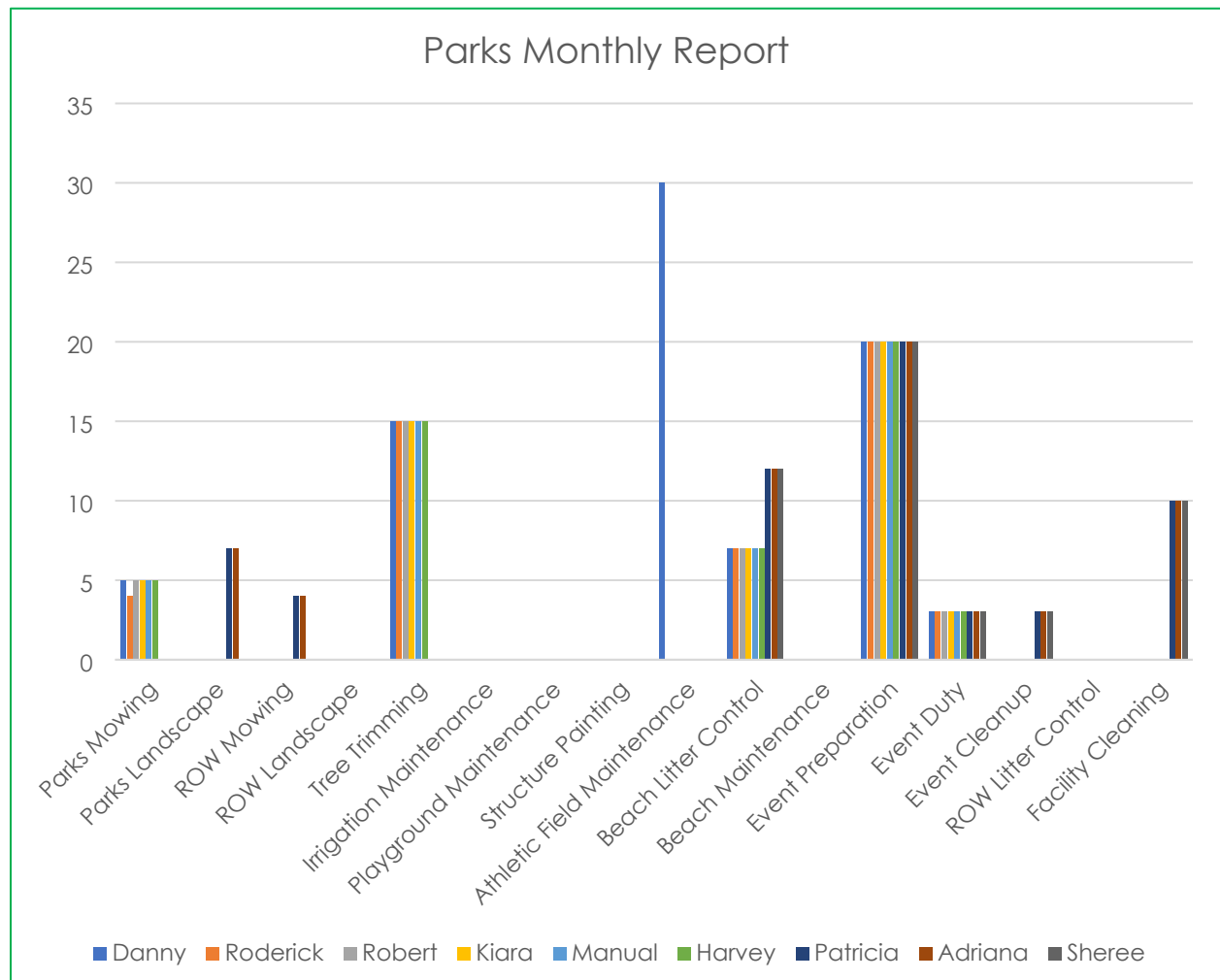


DPW Monthly Report November 2023

Parks Division:

Under the direction of the Parks/Grounds/Facilities Supervisor, this division provides services to the community by conducting preservation and beautification of the City's parks, ball fields, building grounds and open spaces.

- Park Maintenance (9)
- Athletic Field Maintenance (5)
- Tree Trimming



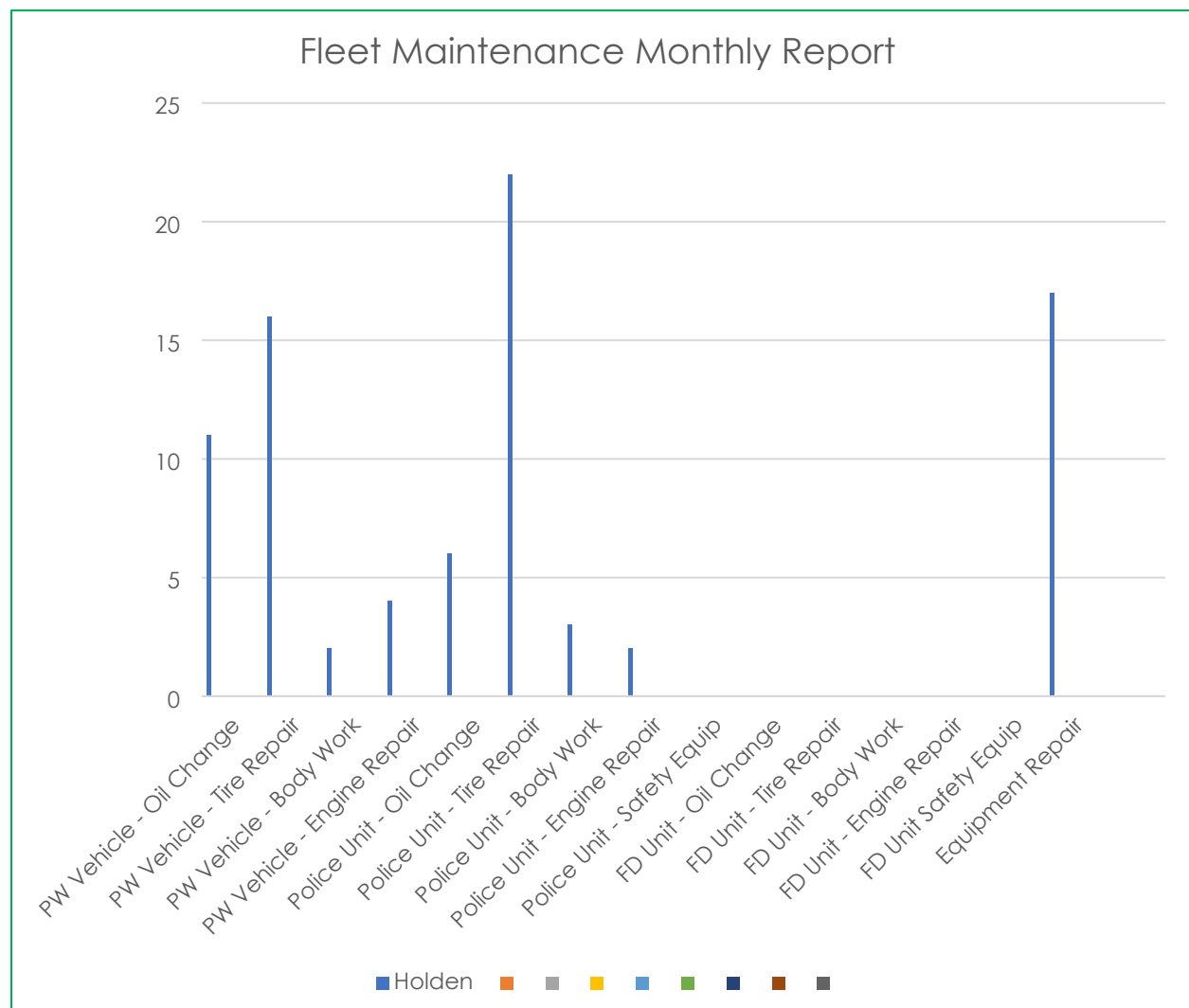
DPW Monthly Report November 2023

Fleet Division:

Under the direction of the Assistant City Manager, this division is responsible for all repairs and maintenance of the city's Fleet

Key Highlights This Month:

- Repair Sweeper
- Repair Mini Track Electrical
- Repair Auto Gate at Service Center



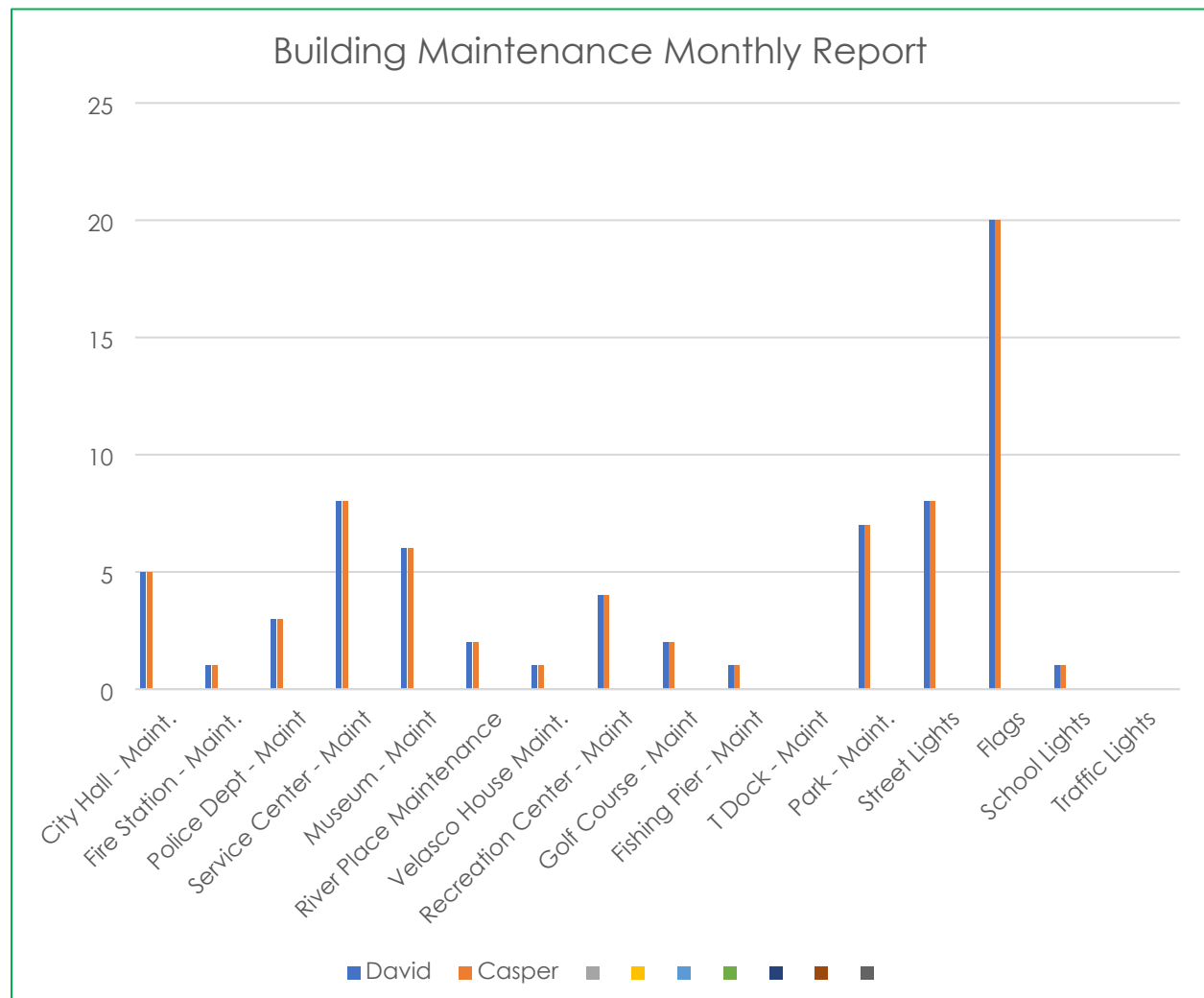
DPW Monthly Report November 2023

Building Maintenance Division:

Under the direction of the Public Works Superintendent, this division provides services to the community by conducting preventative maintenance and repairs on all city property and buildings.

Key Highlights This Month:

- Water Leak at Recreation Center
- Demo Equipment in FMP Kitchen
- Install Electrical at Pavilion in FMP Park



DPW Monthly Report November 2023

Recreation Division:

Under the direction of the Recreation Supervisor, this division provides services to the community through recreation, events and programs

- Seniors Day & Commissions Meeting- October 16th

(Every 3rd Monday of the month)

- Staff Updates- We are looking for one part time Rec Attendant
- Current Programming- We have one Zumba instructor that has class 8:30- 9:30 a.m. on Mondays and Wednesdays and 10- 11am on Saturdays and 6- 7 p.m. on Mondays, Wednesdays and Fridays.
- Programs & Events- We had Fall Harvest Festival on October 16th and Fright Night on October 26, 2023. We are working on Holiday on the Brazos.



DPW Monthly Report November 2023

Facebook Data:

- October 2023 – 3561 people like the Freeport Recreation Page
- October 2023 – 3900 people follow the Freeport Recreation Page

Revenue:

- Adult Daily Pass \$140.00
- Child Daily Pass \$0
- Senior Daily Pass \$6.00
- Student Daily Pass \$21.00

Attendance:

- Monthly Membership Family 10
- Monthly Membership Individual 161
- Monthly Membership Senior 63
- Monthly Memberships Youth 0
- City Employees 7

Recreation:

- No. hrs. sports field used 16
- Facility rental revenue \$4,580.00
- Total No. hrs. of use for non-revenue rentals 10 hrs.
- Facility rentals 22
- Sports field rentals 3
- Total No. of contract classes 22
- No. of events co-sponsored by department 3
- No. of non-profit services at park facilities at no cost for rental 0

DPW Monthly Report November 2023

Museum Division:

Under the Museum Manager, this division provides services to the community through museum, events and programs.

October 2023 Notes: October began with the opening of our Haunting Tales of the Texas Coast Exhibit and Dia de Los Muertos Altars Exhibition. Due to the sensitive nature of the Dia de Los Muertos altars, museum admission was waived from October 2nd to November 11th. The last five interpretive panels arrived from Museum Arts but had been damaged in transit. The staff with Museum Arts worked quickly to have the last five panels reprinted and shipped out. The reprinted panels were received on October 12th. On October 6th, the Freeport Historical Museum received a \$100 donation from O' Reilly's Auto Parts in Freeport to go towards museum display cases. Wade worked on the museum's rebranding which included a new logo that better represents Freeport and its' history. On October 11th, we received a visit from a large senior group out of Houston. Trips from Senior Groups have been growing significantly, especially from out of town. On October 16th, Wade began reaching out to local industry leaders to provide hard hats to be displayed with the local industry leader panels within the last half of the museum. On October 23rd, Wade finished the Freeport at War display. Blue Line Print Shop sponsored the sign showcasing the recorded names of those who served in WW2. On October 26th, the Freeport Historical Museum participated in the annual Fright Night festivities at Freeport Municipal Park. All candy and freebies were handed out to a huge turn-out from the Freeport community. On October 28th, Wade's wife Lindsey volunteered to help as the museum remained open for Main Street Freeport's Fall Market in which 148 visitors came through our doors.





MAIN STREET

FREEPORT

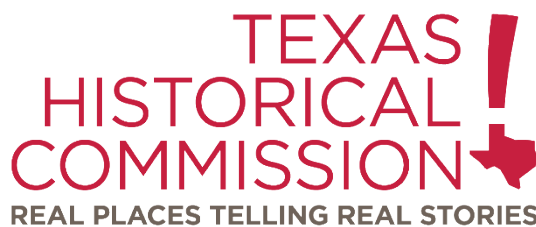
Ana Silbas, Main Street Coordinator

Freeport Main Street

Our Mission

The mission of the Freeport Main Street Program is to economically revitalize and historically preserve the downtown area to foster an environment which celebrates our rich history and diversity and offers economic, social and cultural opportunities.

Freeport Main Street is an affiliate community of the Texas Main Street Program, under the Community Heritage Development Division of the Texas Historical Commission and Main Street America.



1 Continue to Build Partnerships through Community Outreach

With Freeport Main Street in the Catalyst Phase (First Three Years), it is vital to continue the process of building relationships with residents, local corporations, civic organizations, community leaders and local and regional economic development partners.

2 The Four Point Main Street Approach

The work of Freeport Main Street is driven by the Four Point Main Street Approach, which focuses on design, organization, promotion and economic vitality.

3 The Main Street American Evaluation Framework

In order to continue the growth of Freeport Main Street, there are six standards to guide the historic preservation and economic revitalization of Downtown Freeport, which include:

- I. Broad-Based Community Commitment to Revitalization
- II. Inclusive Leadership and Organizational Capacity
- III. Diversified Funding and Sustainable Program Operations

DPW Monthly Report November 2023

IV. Strategy-Driven Programming

V. Preservation-Based Economic Development

VI. Demonstrated Impact and Results

2023 October Impact

Events Attended

Día de Los Muertos Planning Meeting -October 4th

Día de Los Muertos: A Month of Remembrance is a joint partnership between several community organizations which includes the Brazoria County Library System, Brazoria County Hispanic Chamber of Commerce, Brazoria County Historical Museum, Freeport Historical Museum, Freeport Main Street, Lake Jackson Museum and the Center for the Arts & Sciences to host county-wide Día de Los Muertos community events. This was the last planning meeting before the community events kicked off-- Freeport Main Street set to host a community procession on All Souls Day -- November 2, 2023, which will also include live entertainment, food and fellowship.

Día de Los Muertos VIP Event: The Center for the Arts & Sciences- October 6th

Main Street Coordinator attended the Día de Los Muertos VIP Event hosted by The Center for the Arts & Sciences. This was the kick-off event for *Día de Los Muertos: A Month of Remembrance*, which included a juried art exhibition, community networking and special ballet folklórico performances.

Brazosport College Foundation Women Series Luncheon- October 19th

The Brazosport College Foundation's Women's Lecture Series was created to promote cultural and educational enrichment for women. Additionally, the mission of the Brazosport College Foundation is to raise and administer funds for educational opportunities at Brazosport College. Main Street Coordinator was invited by Main Street Advisory Board member Irene Ocañas to sit at the Texas Gulf Bank, N.A. table and represent Freeport Main Street.

Fright Night-October 26th

Main Street Coordinator, Main Street Advisory Board member Jack Bullman and Code Compliance Officer Hope Bullman participated in Parks & Recreation Department's Trunk or Treat at Fright Night.

Meetings

Freeport Economic Development Corporation Meeting- October 10th

Freeport Main Street Coordinator presented to FEDC Board on a project to develop historic design guidelines and a comprehensive downtown plan in collaboration with the UTSA Center for Urban and Regional Planning Research. The Freeport Historical Commission & Main Street Advisory Board sought

DPW Monthly Report November 2023

the support of FEDC and a \$30,000 financial investment, as key stakeholders in downtown revitalization efforts.

Freeport Main Street Design Subcommittee- October 16th

Main Street Coordinator and Chair Margaret McMahan met to discuss design subcommittee project, regarding the development of historic design guidelines and comprehensive downtown plan.

UTSA Historic Design guidelines and Comprehensive Downtown Plan- October 17th

Main Street Coordinator, along with City Manager Tim Kelty and Freeport EDC Executive Director Robert Johnson, met with Ian Caine, Director of UTSA Center for Urban and Regional Planning Research, to further discuss the development of design guidelines and a comprehensive downtown plan.

Freeport Historical Commission & Main Street Advisory Board Training- October 19th

The Freeport Historical Commission & Main Street Advisory Board met for their October general meeting to discuss University of Texas at San Antonio's RFP for Historic Design Guidelines and Comprehensive Downtown Plan, new Freeport Historical Museum logo, Transformation Strategies and Main Street Christmas Event.

Texas Main Street Program- Design Team Intro- October 20th

With many relatively new managers refocusing local programs, the Texas Main Street Program Design Team led an intro session online focused on the work of the team and the design assistance available for communities. Freeport Main Street Coordinator was in attendance and shared experiences working with the TMSP Design Team relating to first floor residential, Arlene's BBQ & Soul Food Design Report and Historic Design Guidelines.

Projects

Building Inventory

Main Street Coordinator is currently working on the creation of a Downtown Building Inventory through a compilation of data from the Brazoria County Appraisal District and documentation collected by N.C. "Nat" Hickey.

Friends of Freeport Main Street

Main Street Coordinator is currently working on the creation of Friends of Freeport Main Street. The purpose of this program is to serve as a community outreach initiative to engage community stakeholders in the revitalization efforts of Historic Downtown Freeport.

Downtown Survey

The Economic Vitality Subcommittee and the Main Street Coordinator are working together to develop a downtown survey to gain a better understanding of what amenities residents would like to see downtown and insight into the needs of downtown business owners.

Historic Design Guidelines and A Comprehensive Downtown Plan

DPW Monthly Report November 2023

The Design Subcommittee and the Main Street Coordinator are working together on the Historic Design Guidelines and Comprehensive Downtown Plan project with Ian Caine and the UTSA Center for Urban and Regional Planning Research. The Main Street Office has received a draft proposal outlining project scope. Additionally, Main Street Coordinator began coordinating efforts for Ian Caine to visit Freeport.

Fall Market

Freeport Main Street's Fall Market took place on October 28, 2023 from 11am-4pm in downtown. The event included entertainment by DJ D-Rey, Halloween Maze/Moonwalks by Rock Tha House Moonwalks, combined total of 26 food and craft vendors and a Fall Family Photo Shoot set up created in partnership with Anchor Productions and Freeport Fire & EMS.

Día de Los Muertos Procession

Freeport Main Street's Día de Los Muertos Procession is set for November 2, 2023 from 6pm-8:30pm in downtown. Main Street Coordinator is seeking food and cultural item vendors for this event. There will be a community procession to honor our loved ones and a live mariachi performance.

NexTrex Community Recycling Challenge

As part of beautification and sustainability efforts, the Freeport Main Street Program began seeking the assistance of residents to earn benches for downtown through a recycling collection program. The goal of the program is to collect 1,000 lbs. of plastic within a one-year time period to earn a Trex bench. The Brazosport Breakfast Lions Club has agreed to partner with Freeport Main Street for this community initiative. Additionally, Freeport Main Street has partnered with the Freeport Police Department to place a recycling bin at the entrance of Council Chambers.

Christmas on the Coast Market

Freeport Main Street's Christmas on the Coast Market is set for December 2, 2023 from 12pm-4pm in Downtown Freeport. The event will include food/craft vendors, live entertainment, moonwalks and Santa.

Monthly Golf Course Report October 2023

For the month of October we exceeded our goal of \$66,000 by \$7,800 and ended the month at \$74,000. This was just shy of our all time high for October by \$3000. We did have a difficult start to the month with 9 inches of rain in the first 5 days, but ended really strong especially with the help from our membership revenue and green fees.

Our tournaments continue to grow and we saw one of our best fall seasons to date. We added one new event that actually came from out of the area and was a Houston Livestock and Rodeo fundraiser.

As we look to November rounds are looking very strong and we have three local events for the month. We should see another strong month if the weather holds up. We are looking at a possibly wetter winter which can definitely hurt the rounds but optimistic we can beat last Novembers numbers.

Area of concern will still have the proshop at the top of the list. Mold still seems to be a concern as well as the upstairs floor having two more spots where the wood is rotting.

I have attached more detailed numbers for all of our revenue categories

Thanks

Brian

Golf Course Goals vs Actuals 2023-2024

Goal

Category	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Totals
Green Fee	20,000	13,000	12,000	11,000	11,000	22,000	22,000	23,000	22,000	17,000	16,000	16,000	205,000
Rec(taxable)	0	0	0	0	0	0	0	0	0	0	0	0	0
Golf Cart	10,000	8,000	8,000	6,000	6,000	10,000	11,000	11,000	12,000	11,000	11,000	11,000	115,000
Merchandise	13,000	10,000	10,000	9,000	9,000	18,000	19,000	20,000	20,000	17,000	15,000	15,000	175,000
Prep Food	800	700	500	500	500	1,300	1,400	1,500	1,500	1,100	1,100	1,100	12,000
Beer Sales	7,000	6,000	6,000	6,000	5,000	9,000	9,000	9,000	9,000	8,000	8,000	8,000	90,000
Drinks/Chips	3,500	2,000	1,500	1,500	1,500	3,000	4,000	4,000	4,000	4,000	3,000	3,000	35,000
Memberships	12,000	10,000	12,000	9,000	10,000	10,000	12,000	12,000	11,000	11,000	11,000	10,000	130,000
Total	\$66,300	\$49,700	\$50,000	\$43,000	\$43,000	\$73,300	\$78,400	\$80,500	\$79,500	\$69,100	\$65,100	\$64,100	\$762,000

Actual

Category	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Totals
Green Fee	25,793												25,793
Rec(taxable)	0												
Golf Cart	9,302												9,302
Merchandise	13,310												13,310
Prep Food	892												892
Beer Sales	7,195												7,195
Drinks/Chips	3,934												3,934
Memberships	13,759												13,759
Total	\$74,185	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$74,185

Over/Under	\$7,885												\$7,885
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Rounds of Golf

Month	Fy2022-2023	Fy2023-2024
OCT	2692	2363
NOV	1153	
DEC	2028	
JAN	2125	
FEB	2176	
MAR	2961	
APR	2740	
MAY	2776	
JUN	3094	
JUL	3393	
AUG	2811	
SEP	2897	
	30846	2363

Memberships

Month	FY2022-2023	FY2023-2024
OCT	194	188
NOV	184	
DEC	186	
JAN	174	
FEB	178	
MAR	195	
APR	192	
MAY	196	
JUN	186	
JUL	162	
AUG	183	
SEP	187	

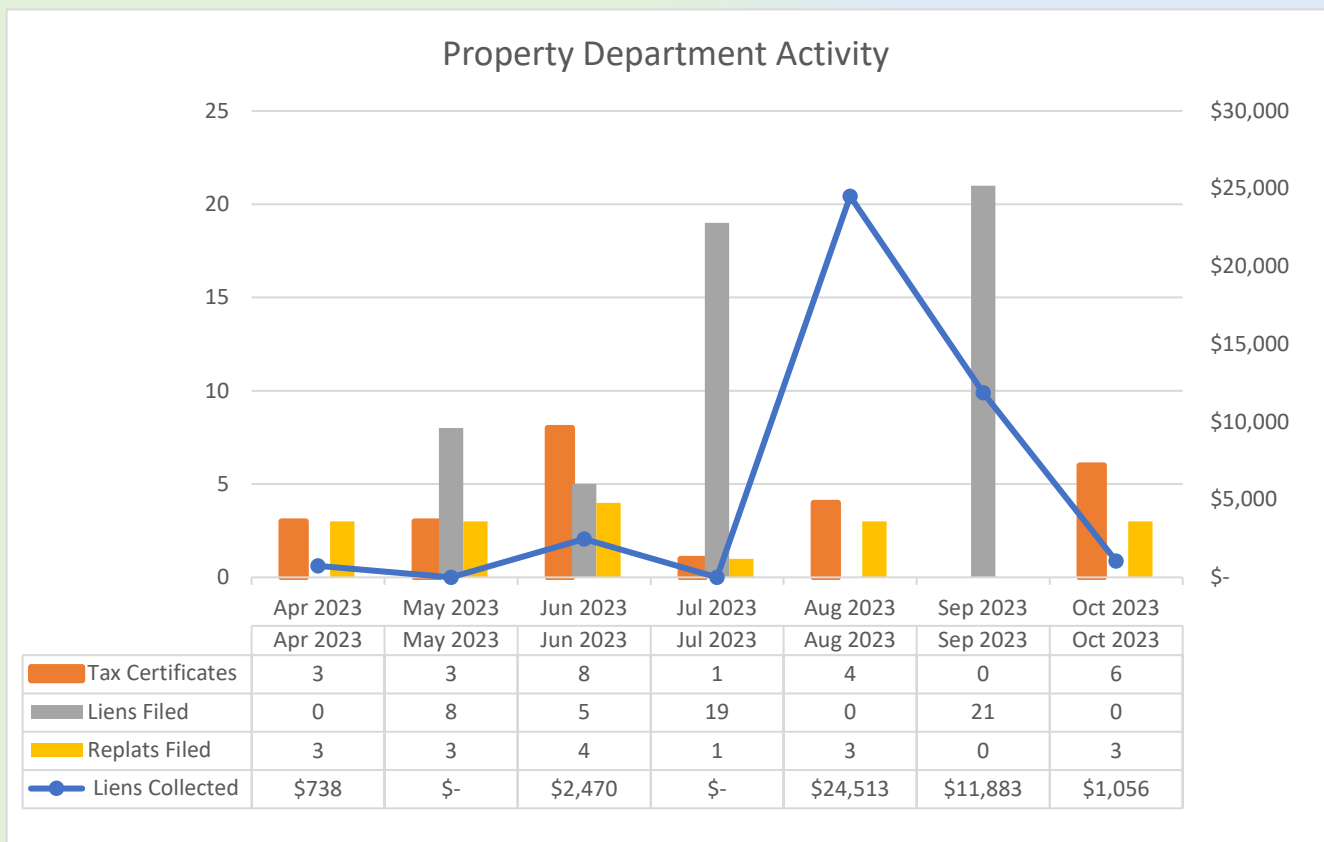
Revune for the fiscal years																			
	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-2021	2021-2022	2022-2023	2023-224
October	\$ 47,009.00	\$ 38,020.00	\$ 44,541.00	\$ 42,949.00	\$ 40,175.00	\$ 50,996.00	\$ 41,662.00	\$ 40,670.00	\$ 34,325.00	\$ 35,953.00	\$ 33,172.00	\$ 40,639.00	\$ 27,027.00	\$ 34,039.00	\$ 42,407.50	\$ 62,202.91	\$ 51,147.84	76,592.04	\$ 74,167.03
November	\$ 27,799.00	\$ 33,807.00	\$ 33,020.00	\$ 44,707.00	\$ 39,303.00	\$ 36,034.00	\$ 42,510.00	\$ 44,313.00	\$ 28,636.00	\$ 26,980.00	\$ 19,944.00	\$ 31,995.00	\$ 30,448.00	\$ 23,229.00	\$ 43,338.77	\$ 64,634.00	\$ 56,586.76	\$ 33,383.62	
December	\$ 34,148.00	\$ 25,466.00	\$ 37,308.00	\$ 36,530.00	\$ 20,950.00	\$ 35,136.00	\$ 31,312.00	\$ 32,256.00	\$ 29,786.00	\$ 29,645.00	\$ 26,178.00	\$ 24,651.00	\$ 20,856.00	\$ 40,933.00	\$ 48,990.47	\$ 56,927.48	\$ 62,544.32	\$ 53,930.64	
January	\$ 38,163.00	\$ 19,599.00	\$ 23,783.00	\$ 40,207.00	\$ 21,224.00	\$ 27,521.00	\$ 49,248.00	\$ 25,563.00	\$ 37,898.00	\$ 20,982.00	\$ 36,242.00	\$ 57,636.00	\$ 30,342.00	\$ 30,229.00	\$ 23,365.55	\$ 56,651.51	\$ 47,116.31	\$ 61,756.57	
February	\$ 29,092.00	\$ 31,360.00	\$ 29,207.00	\$ 40,299.00	\$ 16,893.00	\$ 32,118.00	\$ 27,440.00	\$ 36,248.00	\$ 32,762.00	\$ 31,605.00	\$ 30,448.00	\$ 30,449.00	\$ 21,772.00	\$ 26,749.00	\$ 37,454.31	\$ 41,451.22	\$ 49,126.05	\$ 62,570.03	
March	\$ 44,484.00	\$ 50,244.00	\$ 45,181.00	\$ 51,193.00	\$ 52,873.00	\$ 64,305.00	\$ 39,994.00	\$ 58,128.00	\$ 44,011.00	\$ 29,929.00	\$ 34,261.00	\$ 39,413.00	\$ 52,056.00	\$ 52,147.00	\$ 56,303.83	\$ 67,691.37	\$ 69,982.06	\$ 91,891.25	
April	\$ 52,898.00	\$ 44,170.00	\$ 54,841.00	\$ 60,003.00	\$ 58,698.00	\$ 57,655.00	\$ 57,937.00	\$ 46,802.00	\$ 51,866.00	\$ 33,553.00	\$ 28,234.00	\$ 58,911.00	\$ 60,713.00	\$ 82,079.00	\$ 13,723.75	\$ 75,786.66	\$ 93,650.43	\$ 93,909.09	
May	\$ 49,583.00	\$ 50,784.00	\$ 59,984.00	\$ 65,535.00	\$ 46,083.00	\$ 53,246.00	\$ 57,607.00	\$ 51,940.00	\$ 56,256.00	\$ 48,499.00	\$ 30,164.00	\$ 50,065.00	\$ 57,692.00	\$ 62,730.00	\$ 28,942.99	\$ 58,401.78	\$ 92,185.04	\$ 86,160.00	
June	\$ 38,039.00	\$ 52,831.00	\$ 65,674.00	\$ 62,065.00	\$ 59,492.00	\$ 59,357.00	\$ 61,151.00	\$ 55,923.00	\$ 48,913.00	\$ 26,082.00	\$ 8,162.00	\$ 37,417.00	\$ 53,075.00	\$ 58,322.00	\$ 62,154.13	\$ 63,469.78	\$ 80,131.95	\$ 98,988.00	
July	\$ 40,396.00	\$ 35,250.00	\$ 58,329.00	\$ 62,141.00	\$ 40,405.00	\$ 52,427.00	\$ 50,465.00	\$ 50,193.00	\$ 44,700.00	\$ 43,387.00	\$ 36,186.00	\$ 37,656.00	\$ 52,448.00	\$ 69,071.00	\$ 50,746.13	\$ 57,641.43	\$ 81,808.90	\$ 96,210.00	
August	\$ 40,352.00	\$ 41,420.00	\$ 38,504.00	\$ 63,134.00	\$ 48,395.00	\$ 44,385.00	\$ 45,158.00	\$ 48,075.00	\$ 46,545.00	\$ 43,727.00	\$ 30,306.00	\$ 23,868.00	\$ 58,221.00	\$ 67,005.00	\$ 58,155.52	\$ 57,091.00	\$ 59,695.18	\$ 88,042.00	
September	\$ 35,529.00	\$ 37,527.00	\$ 23,756.00	\$ 49,098.00	\$ 41,066.00	\$ 44,276.00	\$ 42,282.00	\$ 34,895.00	\$ 25,984.00	\$ 21,813.00	\$ 26,082.00	\$ 2,160.00	\$ 15,674.00	\$ 38,567.00	\$ 57,786.23	\$ 45,708.61	\$ 68,991.57	\$ 111,496.00	
Total	\$ 477,492.00	\$ 460,478.00	\$ 514,128.00	\$ 617,861.00	\$ 485,557.00	\$ 557,456.00	\$ 546,766.00	\$ 525,006.00	\$ 481,682.00	\$ 392,155.00	\$ 339,379.00	\$ 434,860.00	\$ 480,324.00	\$ 585,100.00	\$ 523,369.18	\$ 707,657.75	\$ 812,966.41	954,929.24	\$ 74,167.03

Property & GIS Monthly Report

October 2023

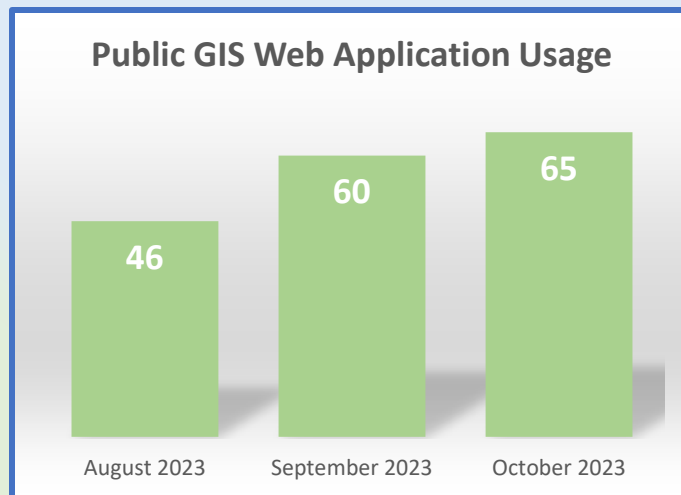
Property:

- Lien Calculations/Payoff Preparations/Releases
 - Liens Collected: \$ 1,056.07
 - Lien Payoff Preparations: 3
 - Liens Released: 1
- Brazoria County Tax Office – Tax Certificates (6)
- Brazoria County Clerk – File Liens (0) & Replats (3)
- New Address Assignments: 4



GIS:

- Update ownership data
 - Setup Live Data Link
- 200' Replat maps with ownership
- 911 Address Range Verifications
- New Address Assignments
- Lead/Copper Water Lines Data Formatting
- Departmental Data Information Requests
- Apartment Complexes
- Buildable Lots (City Owned)
- Departmental Web Applications



Projects:

- Illumination Street Lights -Installation
 - Centerpoint – Permits w/ City Approved – Should be completed by December 2023 (2022 Lighting Plan) 90%
 - Centerpoint Scheduling 2023 Lights 60%
- Liens – Catalog by Block & Lot 25%
- Lead/Copper Water Lines – Field Work to Commence 15%
- Hard Copy Documentation scanning into Click Scan 15%



FREEPORT POLICE DEPARTMENT

430 N. Brazosport Blvd • Freeport, TX 77541 • 979.239.1211 • Fax 979.239.2075

Danny Gillchrist
Captain

Jennifer Howell
Chief of Police

Corey Brinkman
Lieutenant

OCTOBER POLICE REPORT

I. CALLS FOR SERVICE

2021 calls for service were reported for the month.
Zuercher Records Management System (RMS) reports to follow.

II. INCIDENTS

125 cases were reported for the month.
Zuercher Records Management System (RMS) reports to follow.

III. TRAFFIC STOPS

369 traffic stops were reported for the month.
Zuercher Records Management System (RMS) reports to follow.

IV. TRAINING

Training performed in accordance with the Texas Commission on Law Enforcement (TCOLE).
- Various training during the month to include for a total of 74 hours across the department.

V. COMMUNITY EVENTS

The police department participated in the following events for this month:

- Coffee with a Cop
- Brazoria County Fair Parade
- Fright Night

The following are upcoming events:

- Festival of Lights November 18th
- Blue Santa Pancake Breakfast December 2nd
- Blue Santa Store the week of December 11th
- Blue Santa First Responder Parade December 12th and 13th

VI. COMPLAINTS and COMPLIMENTS

There was a complaint regarding police reports being released The Facts. We explained open records request to complainant.

There was a complaint regarding a criminal trespass given. The law was explained to the person.

There was a compliment regarding the officers that jumped into the Brazos River on the sinking vehicle.



VII. STAFFING

DISPATCHERS:

Dispatch is currently short 3 positions.

JAILERS:

Full staff.

ACOS:

We are full staff.

POLICE OFFICERS:

We currently are short 1 position.

PROMOTIONS:

There was a written exercise and interview process held for the newly created positions of corporal. Six officers were selected and promoted: Corporal Willard, Torres, Earl, Rodriguez, Organista and Mercado.

Freeport Police Department

Monthly Call For Service CC

Printed on November 14, 2023

Description	Totals	
911 CALL	89	89
911 HANG UP	44	44
ABANDONED VEHICLE	3	3
ACCIDENT - HIT & RUN	5	5
ACCIDENT - MAJOR	7	7
ACCIDENT - MINOR	18	18
ALARM - BUSINESS	22	22
ALARM - MEDICAL	1	1
ALARM - RESIDENTIAL	6	6
AMBULANCE CALL - FREEPORT	134	134
AMBULANCE CALL - OYSTER CREEK	12	12
AMBULANCE CALL - SURFSIDE	20	20
ANIMAL BITE	1	1
ANIMAL CONTROL - GENERAL	217	217
ASSAULT	4	4
ATTEMPT TO SERVE - WARRANT	5	5
BAR CHECK	13	13
BEACH PATROL	6	6
BROADCAST	8	8
BURGLARY - HABITATION	2	2
CHECKED OUT	2	2
CITY ORDINANCE VIOLATION	11	11
CIVIL MATTER	16	16
CIVIL STANDBY	16	16
CLERK CHECK	44	44
CLOSE PATROLLING AREA	419	419
CLOSE PATROL REQUEST	2	2
COMMERCIAL VEHICLE ENFORCEMENT	5	5
COURTESY TRANSPORT	3	3
CPS RELATED INVESTIGATION	19	19
CRIMINAL MISCHIEF	4	4
CRIMINAL TRESPASSING	6	6
DEATH INVESTIGATION	2	2
DEBRIS IN ROADWAY	13	13
DISCHARGE FIREARM	3	3
DISTURBANCE PHYSICAL	11	11
DISTURBANCE VERBAL	23	23
DUMPING ILLEGALLY	2	2
Duplicate Call	2	2
FIRE - ALARM	1	1
FIRE CALL	9	9
FLAGGED DOWN	5	5

Description	Totals	
FOLLOW UP	36	36
FOUND PROPERTY	4	4
FRAUD	6	6
GAS/CHEMICAL RELEASE	1	1
HARASSMENT	5	5
HIGH WATER	3	3
HOSPICE DEATH	3	3
INCIDENT REPORT	3	3
INSPECTION	5	5
JAIL CHECK	2	2
JAIL DUTY	4	4
JUVENILE COMPLAINTS	9	9
MENTAL HEALTH CALL/REFERAL	4	4
MISCELLANEOUS	45	45
MISSING JUVENILE	1	1
MOTORIST ASSIST	11	11
NOISE COMPLAINT	9	9
OPEN DOOR/WINDOW	4	4
OTHER AGENCY ASSIST	15	15
PARKING VIOLATION	2	2
POLICE ESCORT	1	1
PRISONER TRANSPORT	18	18
PUBLIC INTOXICATION	4	4
RECKLESS DRIVER	18	18
REPORT DROPPED IN ERROR	5	5
REPOSESSION VEHICLE	7	7
RUNAWAY	2	2
SEXUAL OFFENSE	2	2
SPEAK WITH OFFICER	62	62
SPECIAL ASSIGNMENT	1	1
SPECIAL WATCH	1	1
SUBJECT CONTACT	13	13
SUICIDE	1	1
SUSPICIOUS CIRCUMSTANCE	25	25
SUSPICIOUS NOISE	6	6
SUSPICIOUS SUBJECT	26	26
SUSPICIOUS VEHICLE	12	12
SWAT	1	1
TERRORISTIC THREATS	7	7
THEFT	18	18
TOWED VEHICLE	2	2
TRAFFIC COMPLAINT	20	20
TRAFFIC CONTROL	1	1
TRAFFIC STOP	272	272
UNAUTH USE OF A VEHICLE	1	1
UNWANTED SUBJECT	20	20

Description	Totals	
WARRANT CLASS B OR ABOVE	1	1
WATER / STREET DEPT CALLOUT	31	31
WELFARE CONCERN	13	13
	23	23
Totals	2021	2021

Freeport Police Department

Monthly Incidents CC

Printed on November 14, 2023

Reported	Case Number	Offenses	Description
10/01/23	FPD23-1298	BURGLARY OF BUILDING	THEFT
10/01/23	FPD23-1299	POSS DANGEROUS DRUG	TRAFFIC STOP
10/02/23	FPD23-1300	FAIL TO REMAIN AND REPORT	ACCIDENT - MAJOR
10/02/23	FPD23-1301	AGG ASSAULT	DISTURBANCE VERBAL
10/02/23	FPD23-1302	INCIDENT REPORT	FOUND PROPERTY
10/02/23	FPD23-1303	PUBLIC INTOXICATION	PUBLIC INTOXICATION
10/02/23	FPD23-1304	SEXUAL ASSAULT - rape	SPEAK WITH OFFICER
10/03/23	FPD23-1305	FAIL TO REMAIN AND REPORT	ACCIDENT - HIT & RUN
10/03/23	FPD23-1306	POSS DANGEROUS DRUG; POSS	WARRANT CLASS B OR ABOVE
10/03/23	FPD23-1307	THEFT PROP >=\$100<\$750	THEFT
10/04/23	FPD23-1308		REPORT DROPPED IN ERROR
10/04/23	FPD23-1309	CITY WARRANT	SUSPICIOUS SUBJECT
10/05/23	FPD23-1310	CRIMINAL TRESPASS	SUSPICIOUS SUBJECT
10/05/23	FPD23-1311	INCIDENT REPORT	MENTAL HEALTH CALL/REFERAL
10/06/23	FPD23-1312	DRIVING WHILE INTOXICATED 3RD	DRIVING WHILE INTOXICATED
10/06/23	FPD23-1313	OTHER JURISDICTION WARRANT	TRAFFIC STOP
10/06/23	FPD23-1314	INCIDENT REPORT	911 CALL
10/07/23	FPD23-1315	INJURY CHILD/ELDERLY/DISABLED	SUSPICIOUS CIRCUMSTANCE
10/07/23	FPD23-1316	INCIDENT REPORT	SPEAK WITH OFFICER
10/07/23	FPD23-1317	INCIDENT REPORT	ACCIDENT - MAJOR
10/08/23	FPD23-1318	DRIVING WHILE INTOXICATED	TRAFFIC STOP
10/08/23	FPD23-1319	ASSAULT BY PHYSICAL CONTACT	DISTURBANCE VERBAL
10/08/23	FPD23-1320	UNAUTH USE OF VEHICLE	UNAUTH USE OF A VEHICLE
10/08/23	FPD23-1321	THEFT CLASS C	THEFT
10/08/23	FPD23-1322	ROBBERY	911 CALL
10/09/23	FPD23-1323	INCIDENT REPORT	INCIDENT REPORT
10/09/23	FPD23-1324	DEATH INVESTIGATION	HOSPICE DEATH
10/09/23	FPD23-1325	CITY WARRANT	PRISONER TRANSPORT
10/09/23	FPD23-1326	INCIDENT REPORT	DEATH INVESTIGATION
10/09/23	FPD23-1327	POSSESSION OF DRUG	TRAFFIC STOP
10/10/23	FPD23-1328	TERRORISTIC THREAT; PAROLE	TERRORISTIC THREATS
10/10/23	FPD23-1329	INCIDENT REPORT	SUSPICIOUS VEHICLE
10/11/23	FPD23-1330	INCIDENT REPORT	TERRORISTIC THREATS
10/11/23	FPD23-1331	SPEEDING; NO DRIVER'S LICENSE	TRAFFIC STOP
10/11/23	FPD23-1332	EVADING ARREST DET W/PREV	TRAFFIC STOP
10/11/23	FPD23-1333	FRAUD - GENERAL	FRAUD
10/12/23	FPD23-1334	CITY WARRANT	TRAFFIC STOP
10/12/23	FPD23-1335	FRAUD - GENERAL	FRAUD
10/12/23	FPD23-1336	TERRORISTIC THREAT OF	TERRORISTIC THREATS
10/12/23	FPD23-1337	TERRORISTIC THREAT OF	TERRORISTIC THREATS
10/12/23	FPD23-1338	OTHER JURISDICTION WARRANT	ATTEMPT TO SERVE - WARRANT
10/13/23	FPD23-1339	INCIDENT REPORT	OTHER AGENCY ASSIST
10/13/23	FPD23-1340	INDECENCY W/CHILD SEXUAL	SEXUAL OFFENSE

Reported	Case Number	Offenses	Description
10/13/23	FPD23-1341	CAPIAS WARRANT	PRISONER TRANSPORT
10/13/23	FPD23-1342	CITY WARRANT	DISTURBANCE PHYSICAL
10/14/23	FPD23-1343	PUBLIC INTOXICATION	SUSPICIOUS SUBJECT
10/14/23	FPD23-1344	DRIVING WHILE INTOXICATED	SUSPICIOUS VEHICLE
10/14/23	FPD23-1345	POSSESSION OF TOBACCO	TRAFFIC STOP
10/14/23	FPD23-1346	PUBLIC INTOXICATION W/3 PRIOR	PUBLIC INTOXICATION
10/14/23	FPD23-1347	INCIDENT REPORT	TERRORISTIC THREATS
10/14/23	FPD23-1348	DRIVING WHILE INTOXICATED;	TRAFFIC STOP
10/15/23	FPD23-1349	ASSAULT BY PHYSICAL CONTACT	ASSAULT
10/15/23	FPD23-1350	BURGLARY OF BUILDING	CRIMINAL MISCHIEF
10/15/23	FPD23-1352	CAPIAS WARRANT	PRISONER TRANSPORT
10/15/23	FPD23-1351	POSSESSION OF DRUG	TRAFFIC STOP
10/16/23	FPD23-1353	ASSAULT FAM/HOUSE MEM	ASSAULT
10/16/23	FPD23-1354	SEXUAL ASSAULT - rape	SEXUAL OFFENSE
10/16/23	FPD23-1355	BURGLARY OF BUILDING	THEFT
10/16/23	FPD23-1356	THEFT PROP >=\$750<\$2,500	THEFT
10/16/23	FPD23-1357	PROH SUBSTANCE/ITEM IN	DISTURBANCE PHYSICAL
10/16/23	FPD23-1358	INCIDENT REPORT	SPEAK WITH OFFICER
10/16/23	FPD23-1359	ASSAULT CAUSES BODILY INJURY	DISTURBANCE PHYSICAL
10/16/23	FPD23-1360	FRAUD - GENERAL	THEFT
10/16/23	FPD23-1361	INCIDENT REPORT	MISCELLANEOUS
10/16/23	FPD23-1362	CPS/APS REFERRAL	WELFARE CONCERN
10/17/23	FPD23-1363	FRAUD - GENERAL	FRAUD
10/17/23	FPD23-1364		REPORT DROPPED IN ERROR
10/17/23	FPD23-1365	INCIDENT REPORT	HOSPICE DEATH
10/18/23	FPD23-1366	INCIDENT REPORT	FOUND PROPERTY
10/18/23	FPD23-1367	INCIDENT REPORT	OTHER AGENCY ASSIST
10/18/23	FPD23-1368		REPORT DROPPED IN ERROR
10/19/23	FPD23-1369	INCIDENT REPORT	FOUND PROPERTY
10/19/23	FPD23-1370	POSS CS PG 2 >= 4G<400G; UNL	TRAFFIC STOP
10/19/23	FPD23-1371		ANIMAL CONTROL - GENERAL
10/19/23	FPD23-1372	CREDIT CARD OR DEBIT CARD	FRAUD
10/19/23	FPD23-1373	CITY WARRANT	PRISONER TRANSPORT
10/19/23	FPD23-1374	INCIDENT REPORT	SPEAK WITH OFFICER
10/19/23	FPD23-1375	DEATH INVESTIGATION	HOSPICE DEATH
10/19/23	FPD23-1376	CITY WARRANT	WARRANT MUNICIPAL
10/19/23	FPD23-1377	DEADLY CONDUCT	DISTURBANCE PHYSICAL
10/20/23	FPD23-1378	INCIDENT REPORT	INCIDENT REPORT
10/20/23	FPD23-1387	INCIDENT REPORT	MISCELLANEOUS
10/21/23	FPD23-1379	CAPIAS WARRANT	PUBLIC INTOXICATION
10/21/23	FPD23-1380	THEFT PROP >=\$2,500<\$30K	THEFT
10/21/23	FPD23-1381	CITY WARRANT	PRISONER TRANSPORT
10/21/23	FPD23-1382	PUBLISH/THREAT TO PUBLISH	SPEAK WITH OFFICER
10/21/23	FPD23-1383	FAIL TO REMAIN AND REPORT	ACCIDENT - HIT & RUN
10/22/23	FPD23-1384	OTHER JURISDICTION WARRANT;	DISTURBANCE VERBAL
10/22/23	FPD23-1385	THEFT PROP >=\$100<\$750	THEFT
10/22/23	FPD23-1386	OPEN CONTAINER; OPEN	TRAFFIC STOP

Reported	Case Number	Offenses	Description
10/22/23	FPD23-1388	DRIVING WHILE INTOXICATED	DISTURBANCE VERBAL
10/22/23	FPD23-1389	SEXUAL ASSAULT CHILD -	SEXUAL OFFENSE
10/23/23	FPD23-1390	PUBLIC INTOXICATION	DISTURBANCE VERBAL
10/23/23	FPD23-1391	ASSAULT CAUSES BODILY INJURY	TERRORISTIC THREATS
10/23/23	FPD23-1392	INCIDENT REPORT	SPEAK WITH OFFICER
10/23/23	FPD23-1393	INCIDENT REPORT	CLERK CHECK
10/24/23	FPD23-1394	CITY WARRANT	TRAFFIC STOP
10/24/23	FPD23-1395	FAIL TO REMAIN AND REPORT	CRIMINAL MISCHIEF
10/24/23	FPD23-1396	DEADLY CONDUCT DISCHARGE	DISCHARGE FIREARM
10/25/23	FPD23-1397	INCIDENT REPORT	FOUND PROPERTY
10/25/23	FPD23-1398	PUBLIC INTOXICATION	911 CALL
10/25/23	FPD23-1399		ANIMAL CONTROL - GENERAL
10/25/23	FPD23-1402	FRAUD - GENERAL	SPEAK WITH OFFICER
10/26/23	FPD23-1400	THEFT PROP >=\$100<\$750	THEFT
10/26/23	FPD23-1401	INCIDENT REPORT	TRAFFIC STOP
10/27/23	FPD23-1403	INCIDENT REPORT	THEFT
10/27/23	FPD23-1404	AGG ASSAULT W/DEADLY	DISTURBANCE VERBAL
10/28/23	FPD23-1405	PUBLIC INTOXICATION	PUBLIC INTOXICATION
10/28/23	FPD23-1406	CITY WARRANT	PRISONER TRANSPORT
10/28/23	FPD23-1407	PUBLIC INTOXICATION	SUSPICIOUS SUBJECT
10/28/23	FPD23-1408	EVADING ARREST DETENTION	DISTURBANCE VERBAL
10/28/23	FPD23-1409	POSS CS PG 1/1-B <1G; PAROLE	TRAFFIC STOP
10/29/23	FPD23-1410	DRIVING WHILE INTOXICATED 2ND	ACCIDENT - MINOR
10/29/23	FPD23-1411	INCIDENT REPORT	AMBULANCE CALL - FREEPORT
10/29/23	FPD23-1412	RESIST ARREST SEARCH OR	CRIMINAL MISCHIEF
10/29/23	FPD23-1413		REPORT DROPPED IN ERROR
10/29/23	FPD23-1414	INCIDENT REPORT	TRAFFIC STOP
10/29/23	FPD23-1415	RESIST ARREST SEARCH OR	TRAFFIC STOP
10/30/23	FPD23-1416	DISPLAY EXPIRED REGISTRATION	SUSPICIOUS CIRCUMSTANCE
10/30/23	FPD23-1417		ANIMAL BITE
10/30/23	FPD23-1418	CAPIAS WARRANT	SUSPICIOUS SUBJECT
10/30/23	FPD23-1419	ASSAULT CAUSES BODILY INJ	ASSAULT
10/30/23	FPD23-1420	INCIDENT REPORT	MENTAL HEALTH CALL/REFERAL
10/31/23	FPD23-1421	DRIVING WHILE INTOXICATED	TRAFFIC STOP
10/31/23	FPD23-1422	THEFT CLASS C	THEFT

Total Records: 125

Freeport Police Department

Monthly Traffic Stops CC

Printed on November 14, 2023

Descriptions	Totals	
Arrest	37	37
Arrest; Citation Issued	2	2
Citation Issued	95	95
CVE - No Violation	3	3
Disregard / Event Cancelled	2	2
Duplicate Call	2	2
Handled By Officer / Deputy	6	6
Information Recieved	1	1
Location Secured	1	1
No Police Action Taken	1	1
No Police Action Taken; Handled By Officer / Deputy	1	1
Report Taken	4	4
Report Taken; Citation Issued	2	2
Written Warning Issued	212	212
Totals	369	369



CITY OF FREEPORT
FREEPORT FIRE & EMS DEPARTMENT

131 East 4th Street
Freeport, Texas 77541
Phone (979) 233-2111
Fax (979) 233-4103

Christopher Motley
Chief / EMC

Mike Praslicka
Deputy Chief
EMS Coordinator

Micheal Dumas
Deputy Chief
Fire Marshal

To: Mr. Kelty, City Manager

From: Christopher D. Motley, Fire Chief

Date: November 20, 2023

Re: October 2023

Response alarms: Fire - 20
 EMS - 157
 Total - 177

Significant Events: Air Ambulance transport: 2
 Request mutual aid into the city EMS response: 2 FIRE 0
 Mutual aid given to other cities to cover EMS response: 0 FIRE 1
 Two EMS units working calls at the same time: 25
 Three working EMS alarms: 1
 Four working EMS alarms: 0
 Five working EMS alarms: 0
 Transport rate: 63%

Infrastructure: Fire Station #1 Driveway repair: No update.
 Station #2: Addressing site plan and utilities
 CenterPoint Power approved new utilities.
 Station #2 RFP-Engine Apparatus Building New Construction

Emergency Management: Preparing emergency management response to natural disasters.
 Municipal EMC monthly meeting collaboration of local planning.

Mitigation Grants: No Report.

Grants: FEMA AFG Grant: Preparing stats for program
 Texas forestry Grant: Award Large Truck Chassis: \$100,000.00



CITY OF FREEPORT
FREEPORT FIRE & EMS DEPARTMENT

131 East 4th Street
Freeport, Texas 77541
Phone (979) 233-2111
Fax (979) 233-4103

Christopher Motley
Chief / EMC

Mike Praslicka
Deputy Chief
EMS Coordinator

Micheal Dumas
Deputy Chief
Fire Marshal

Personnel:

Staffing:

Fire Fighter Vacancy: Three (Full-time)
Fire Fighter Vacancy: One (Part-time)
EMS Vacancy: Four (Part-time).
Employee testing: Scheduled 5, Tested: 4, No Show: 0
Interviews: One
Backgrounds: In progress: 1 complete: 0
Job Offers: 1 – Part Time EMS
Employee of the Month: EMS response child birth delivery.
Lt Jessica Dyson, Lt. Davison, Lt. Viera, FF Ricky Swango

Training Employees:

Texas Fire Chief Academy: Deputy Chief Michael Praslicka
Texas Fire Marshal Conference: Bette Dahse,
Deputy Chief Jason Shafer, Fire Chief Christopher Motley
TEEX Pipeline: FF Jacob Botello, Colton Cagle, FF Audry Crober

EMS Proctor:

Brazosport College EMS Students Field Proctor: No students

Injuries:

None.

Events:

Brazoria County Fair EMS event coverage
Brazoria County Firefighter Association, Meeting
Brazoria County Firefighter Association Fire Field -Building Design
BISD Code ADAM Drill
Brazosport Marine Action Team Quarterly Meeting
CenterPoint Energy Response Plan Presentation-Rosharon.
Fire Prevention Week Fire Safety Trailer
Freeport Fall Market Day Fire Prevention Engine
Freeport LNG Drill
Freeport Safety Council Career Day
Trunk & Treat Freeport River Place

Prevention:

Council Chambers are sanitized by staff prior to each council meeting.

Public Relations:

National Night Out – PD/FD Planning
Fall Market Days

Announcements:

N/A

Visit us online at www.freeport.tx.us
facebook.com/FreeportFire
fire@freeport.tx.us

Information Technology

Monthly Report

- AT&T collaboration for new cellular options for City and improved networking
- Negotiated lower Monthly ISP Contracts with Comcast \$250/month (savings)
- Asset Tags deployed citywide for stronger management and accountability of inventory.
- Citizen Serve online to replace GovQA
- Patching and downtime schedules configured and deployed citywide
- Apple Business management account created and approved by Apple.
- Hardware upgrade to City live streaming

- **Upcoming Projects:**

- Fire Station 2 Network and Phone connections
- Fire Department workstation Refresh FY' 24
- Radius Authentication Citywide WIFI security
- MDM Management
- Full State compliance with TXDIR Prohibited Technologies
- Website Redesign and improved Online job application submissions.
- Museum Sound system updates

NOVEMBER 2023





Closed Ticket 31 days by Category

Description:

Category: Service Desk

Server Hostname: support.0cwrseesmgcerdzoaboqdri0wg.bx.internal.cloudapp.net

Generated: 11/01/2023 01:00:31

1 row: Category: Hardware::Computer::Desktop

1 row: Category: Hardware::Computer::Laptop

3 rows: Category: Hardware::Other Hardware

1 row: Category: Hardware::Printer::Copier

2 rows: Category: Hardware::Printer::Desk/Office

4 rows: Category: Network

20 rows: Category: Other

1 row: Category: Software::Install

3 rows: Category: Software::Issue

1 row: Category: Website::Change or Upload

1 row: Category: Website::Unblock

11/01/2023

Filters

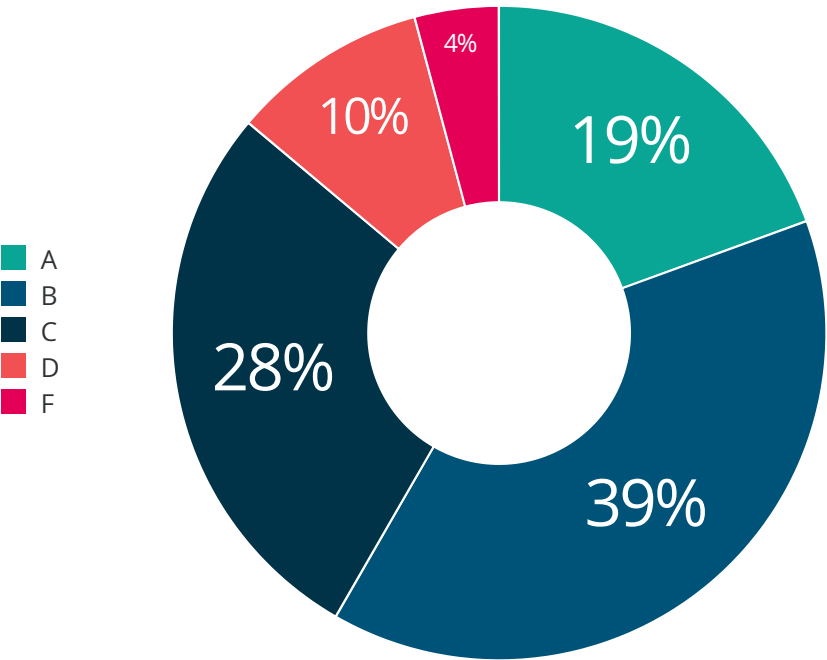
Months in Event Date

Last Month

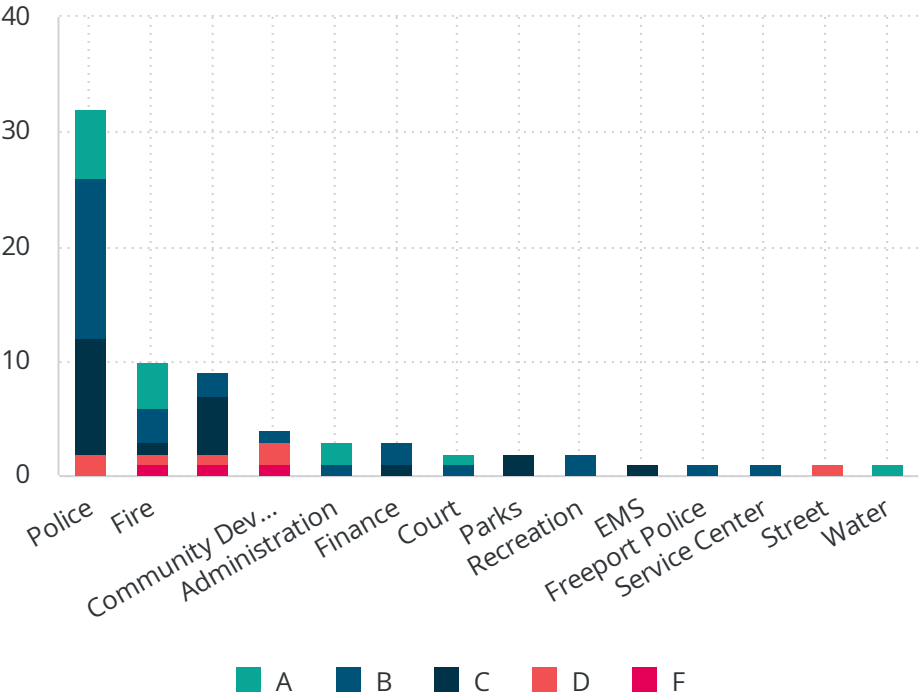
Test Campaign

No

Learner grades



Department grade ranking



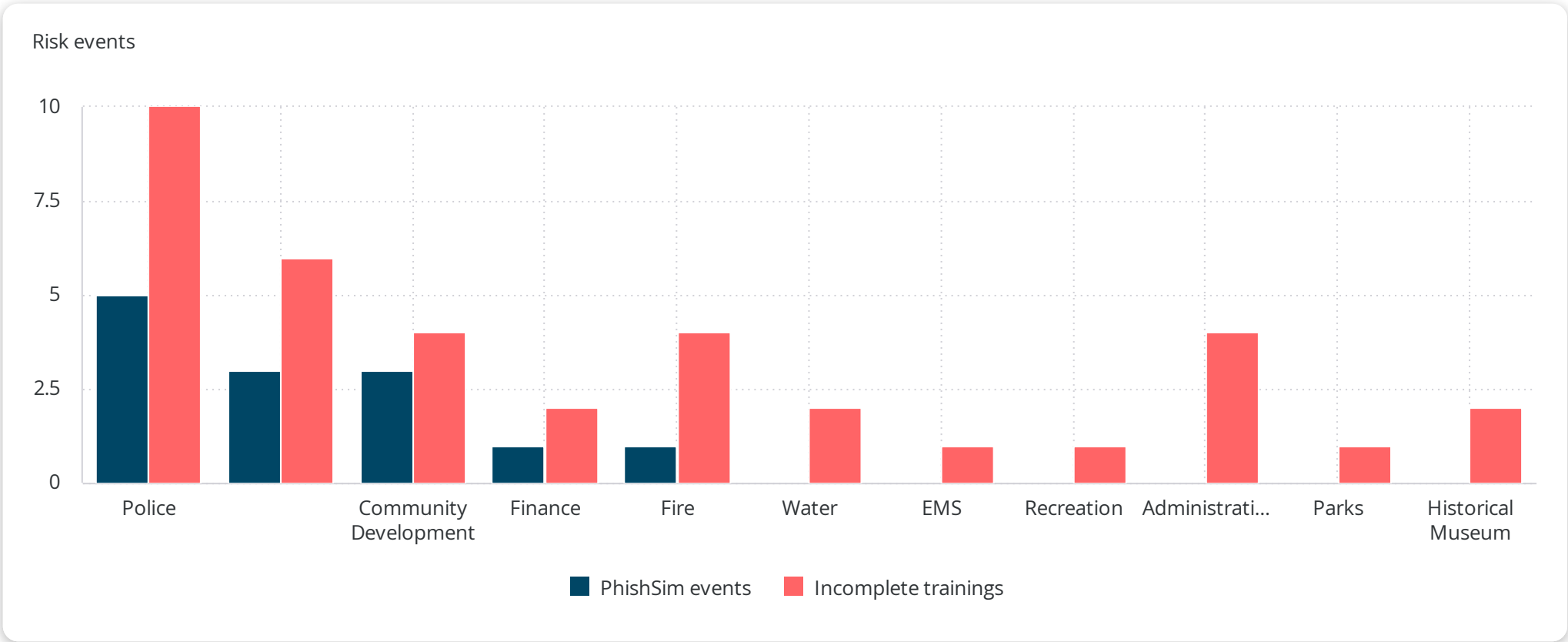
Filters

Months in Event Date

Last Month

Test Campaign

No



Performance summary

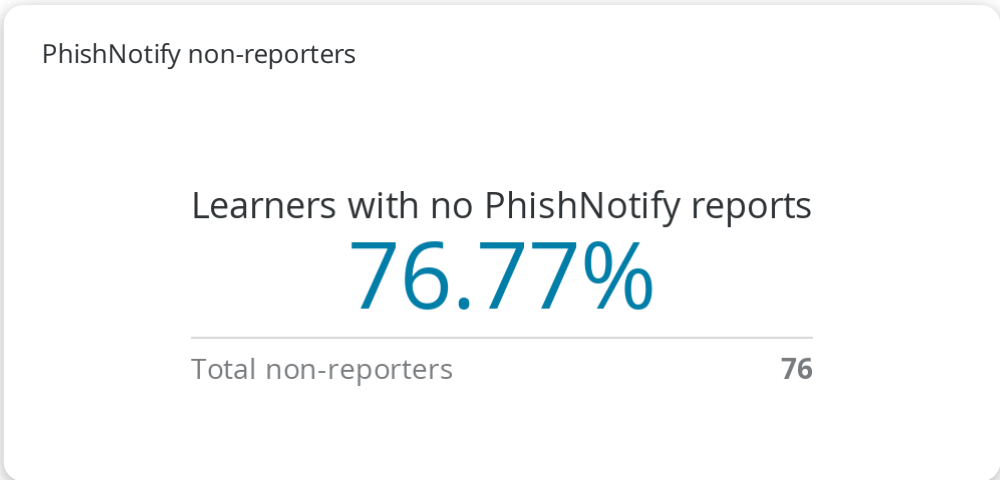
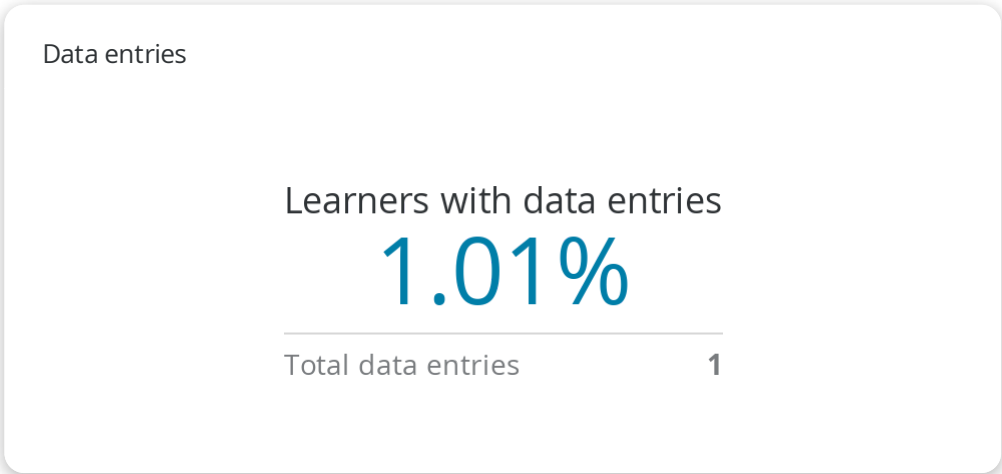
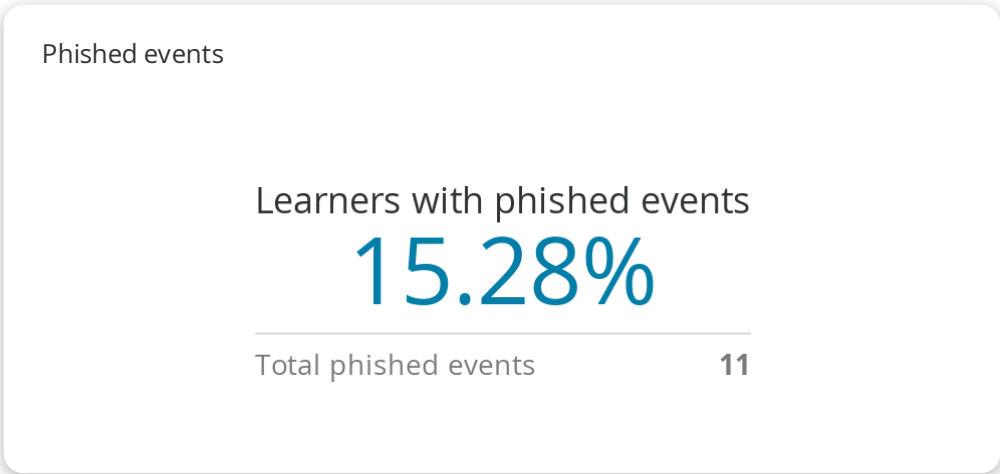
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Months in Event Date

Last Month

Test Campaign

No



Quarter over quarter

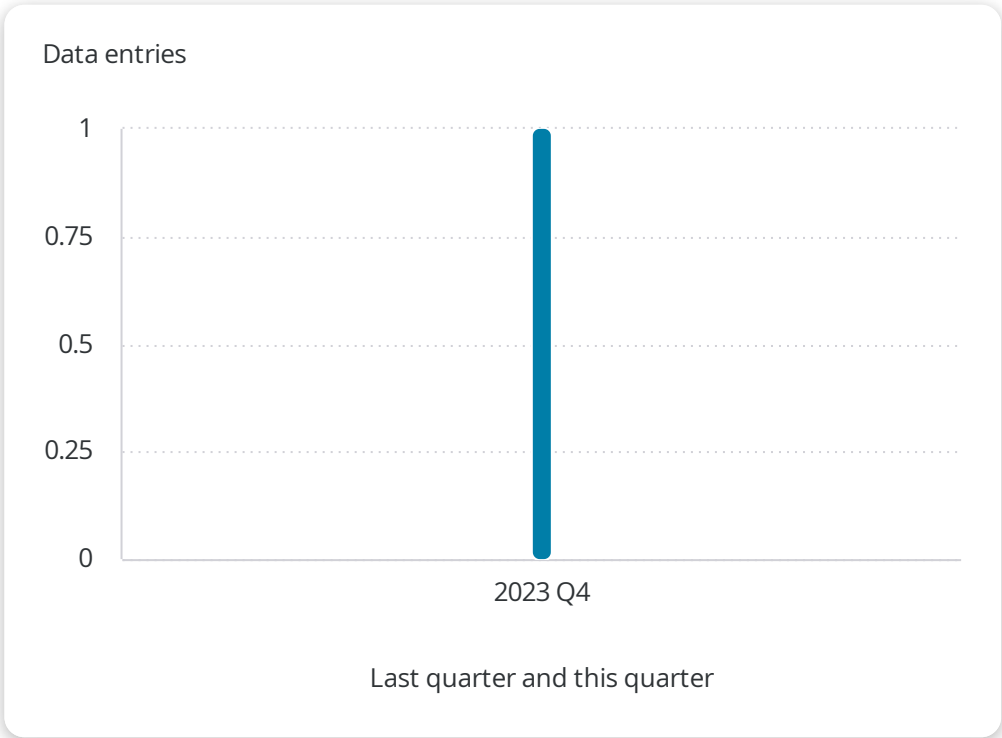
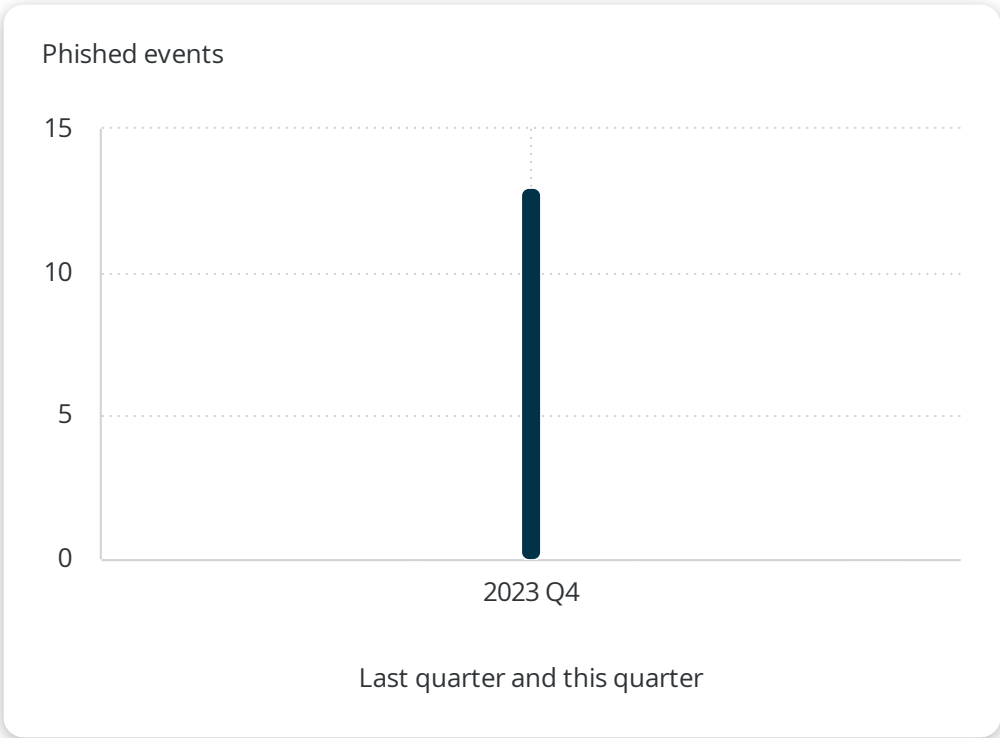
Filters

Months in Event Date

Last Month

Test Campaign

No



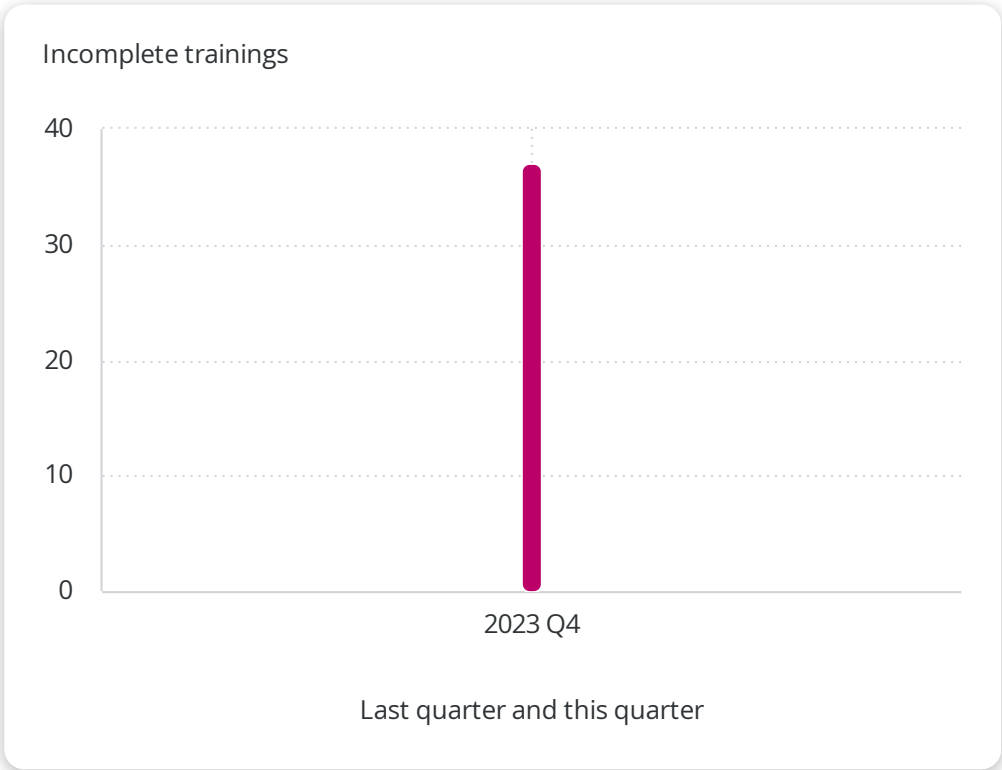
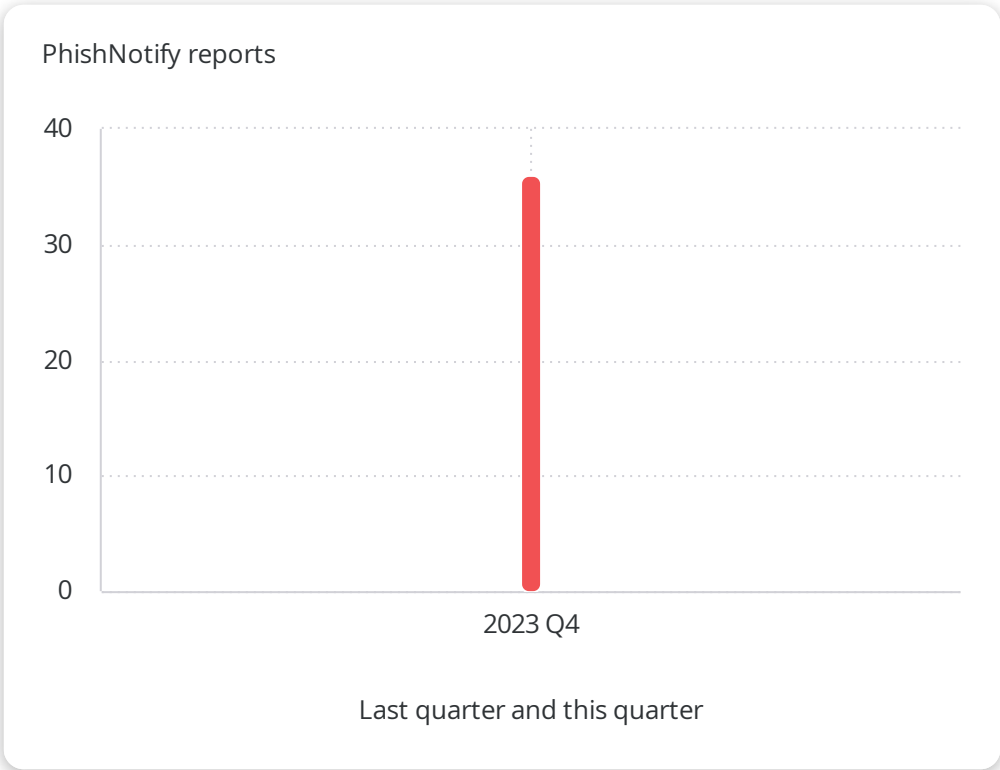
Filters

Months in Event Date

Last Month

Test Campaign

No



Reporting period16 Oct 2023 00:00 - 15 Nov 2023 18:20

Managed endpoints

64 +8%

Active endpoints

59

Blocked threats

26 +1200%

Company risk score

78%

Inventory:

Windows

54/+4

Linux

0

Windows

9

MacOS

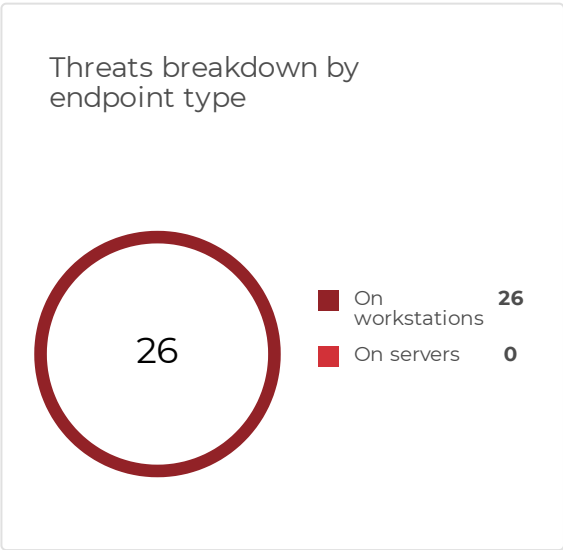
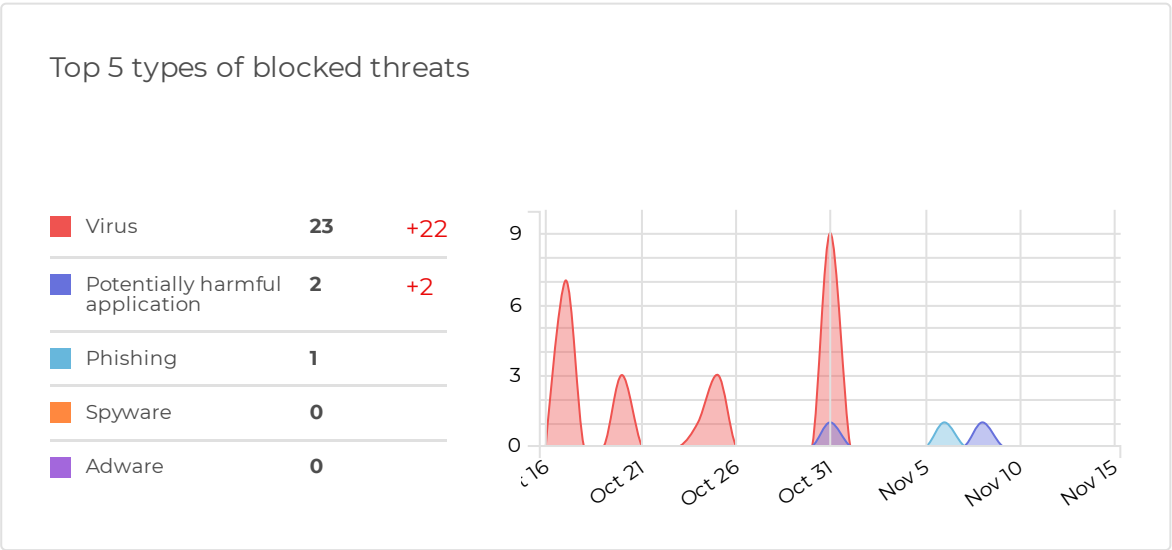
55/+5

Apple

1/+1

Cloud

9

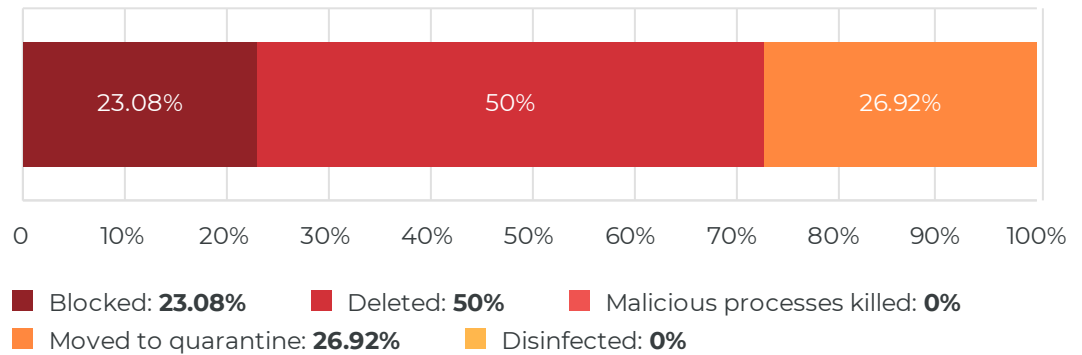


Incidents status

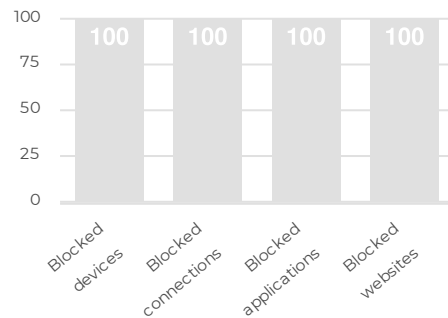


No information available. To retrieve data about your company's **Incidents Status**, please consider a compatible [license key](#).

Remediation actions



Policy rule-based detections



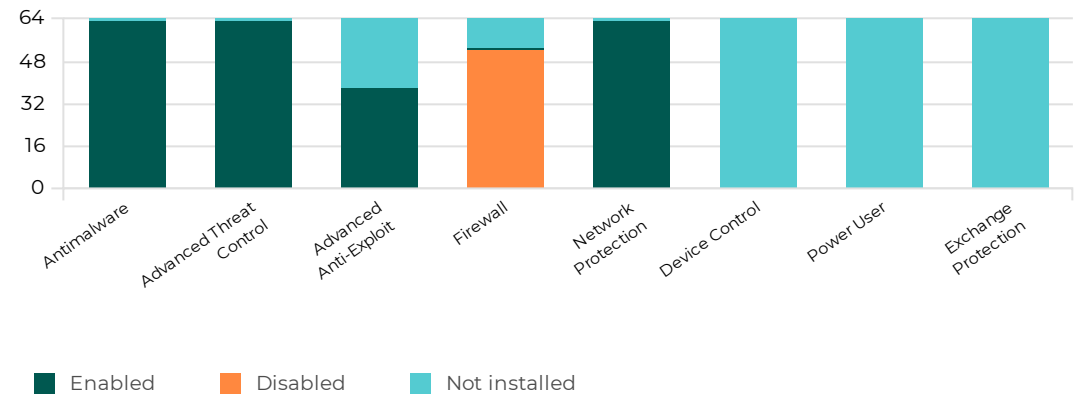
Blocked websites



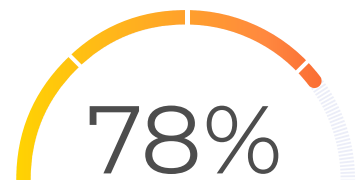
Blocked network attack techniques

Initial access	0
Credential access	0
Discovery	0
Lateral movement	0
Crimeware	0

Endpoint modules status



Company risk score



Misconfigurations	61%
App vulnerabilities	35%
Human risk	4%

Endpoint modules status details

	Enabled	Disabled	Not installed
Antimalware	63	0	1
Advanced Threat Control	63	0	1
Advanced Anti-Exploit	38	0	26
Firewall	1	52	11

	Enabled	Disabled	Not installed
Network Protection	63	0	1
Device Control	0	0	64
Power User	0	0	64
Exchange Protection	0	0	64

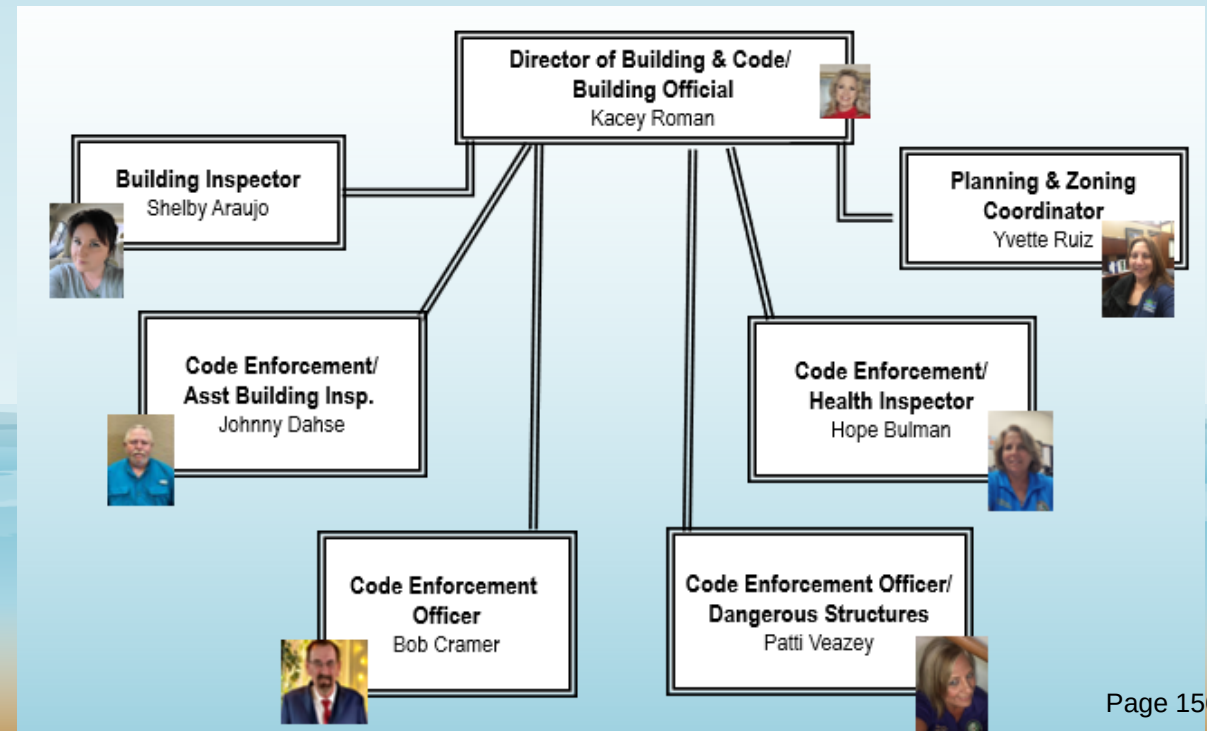
Community Development



The Community Development Department is responsible for working with the citizens of Freeport and its development community, Boards and Commissions, and the elected officials while managing current and long-range planning, permitting and inspections, code enforcement and other activities in support of the City of Freeport. Our goal is to make our City a Healthy, Safe and Prosperous place to work and live.

Building Permits & Inspections
Health Permits & Inspections
Code Enforcement
Short Term Rental Inspections
Planning & Zoning
Board of Adjustments
Permit Desk Operations

Educate - Assist - Uplift



Citizen Outreach

Fall Festival

At City-Sponsored Events, members of the Building & Code Department staff attend and give out information and handouts to the public. Code Enforcement Officers Hope Bullman and Patti Veazey attended the Main Street Fall Market in Downtown Freeport.



Citizen Outreach

Free Handouts

Complimentary Handouts Given Out at the Fall Festival

- ***One free Garbage Bag***
“Don’t Mess with Texas”

Garbage Bags are for sale at City Hall!



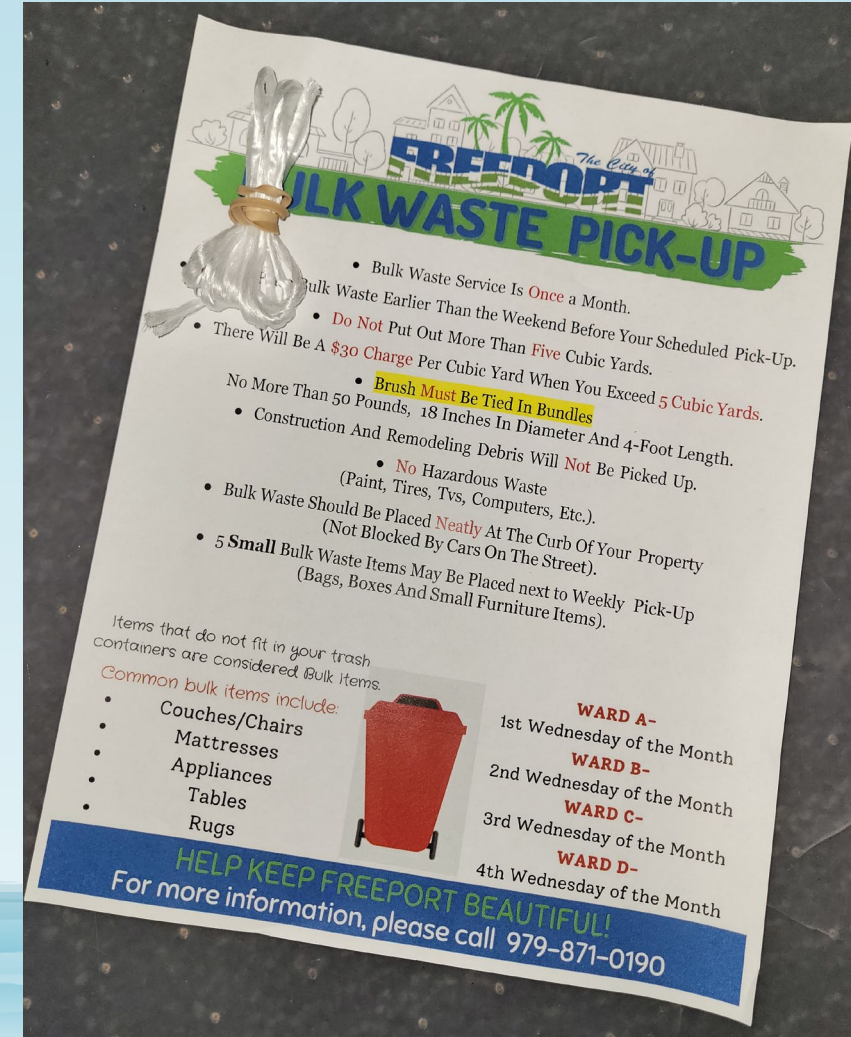
Citizen Outreach

Free Handouts

Complimentary Handouts Given Out at the Fall Festival

- ***Free Length of Twine
for Brush Bundling***

The Bulk Waste requirements were given out, along with a 4 ft length of twine to assist in bundling.



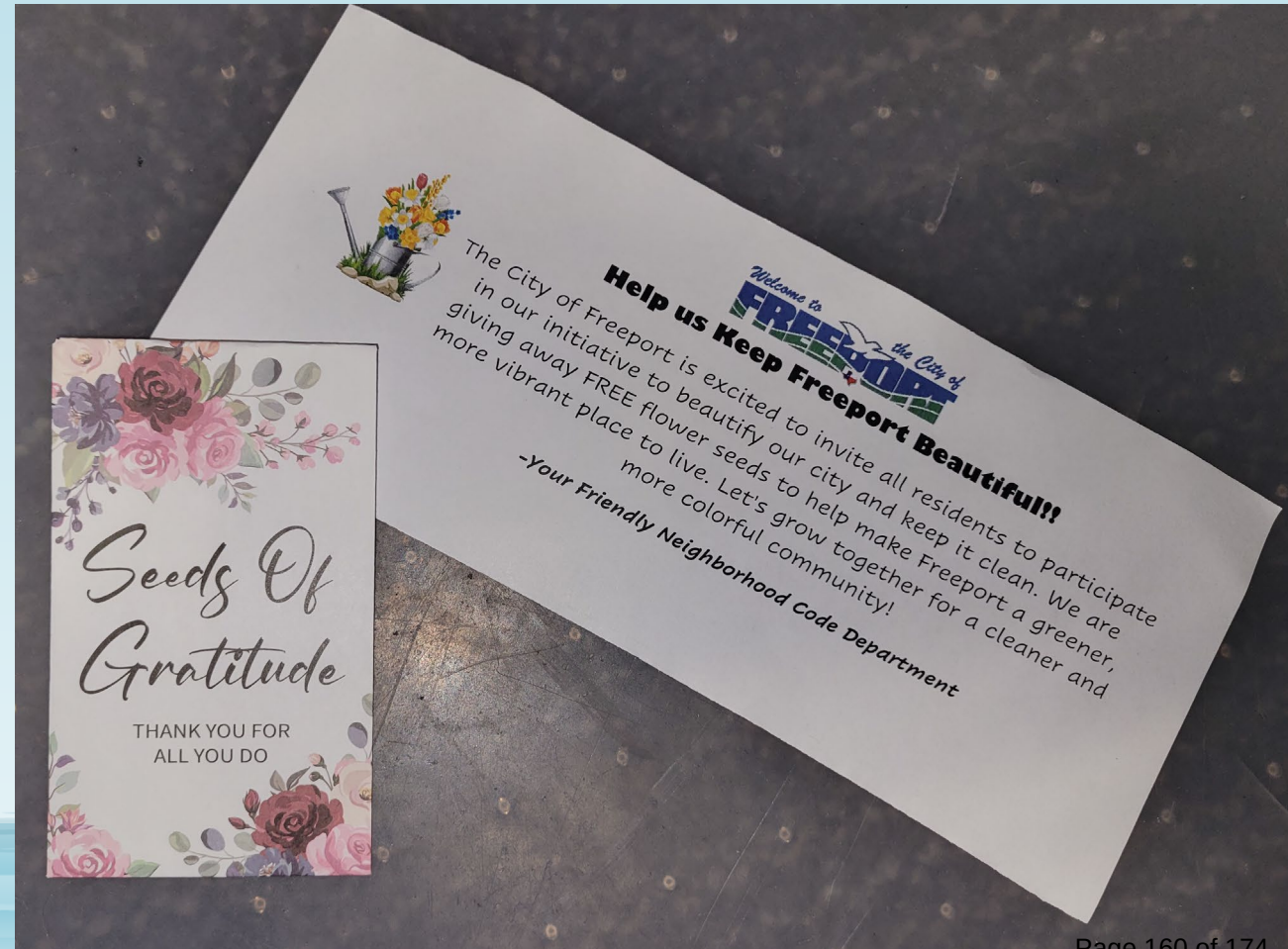
Citizen Outreach

Free Handouts

Complimentary Handouts Given
Out at the Fall Festival

- ***Seeds of Gratitude***

Free Flower Seeds to help us Keep
Freeport Beautiful!



Staff Training & Meetings

Education of all staff members is essential and helps improve the ISO Rating of our City. Staff also attends proactive Meetings to assist in the development of our community.

Staff Members attended the following events:

- TSBPE Plumbing Inspection Training
- Floodplain Management 101
- Training - Building Codes & Standards
- Training – Legal & Management
- Training - Legal Aspects of Code Administration
- TDLR Anti-Trafficking Workshop



The City of Freeport is ONLINE!!

This program covers every area of Community Development and has modules that we can use for possible Rental Registration and Inspections.

- Business Licensing
- Code Enforcement
- Permitting
- Planning & Zoning
- Short Term Rentals
- Request Tracking
- Online Portal



<https://www.citizenserve.com/>

This enables our Contractors, Business Owners and Citizens to conduct business online, and provide greater tracking and reporting abilities for staff.

Staff has been working diligently on the implementation and has spend hundreds of hours working on the implementation and transition.

We appreciate your understanding during this transition period!

Code Enforcement



Before/After - 23 N Ave F

Code Enforcement



Before/After - 1219 W. 4th

Code Enforcement



Before/After - 104 Mystery Harbor

Code Enforcement



Before/After - 1130 W 9th

Code Enforcement



Before/After - 607 N Ave F

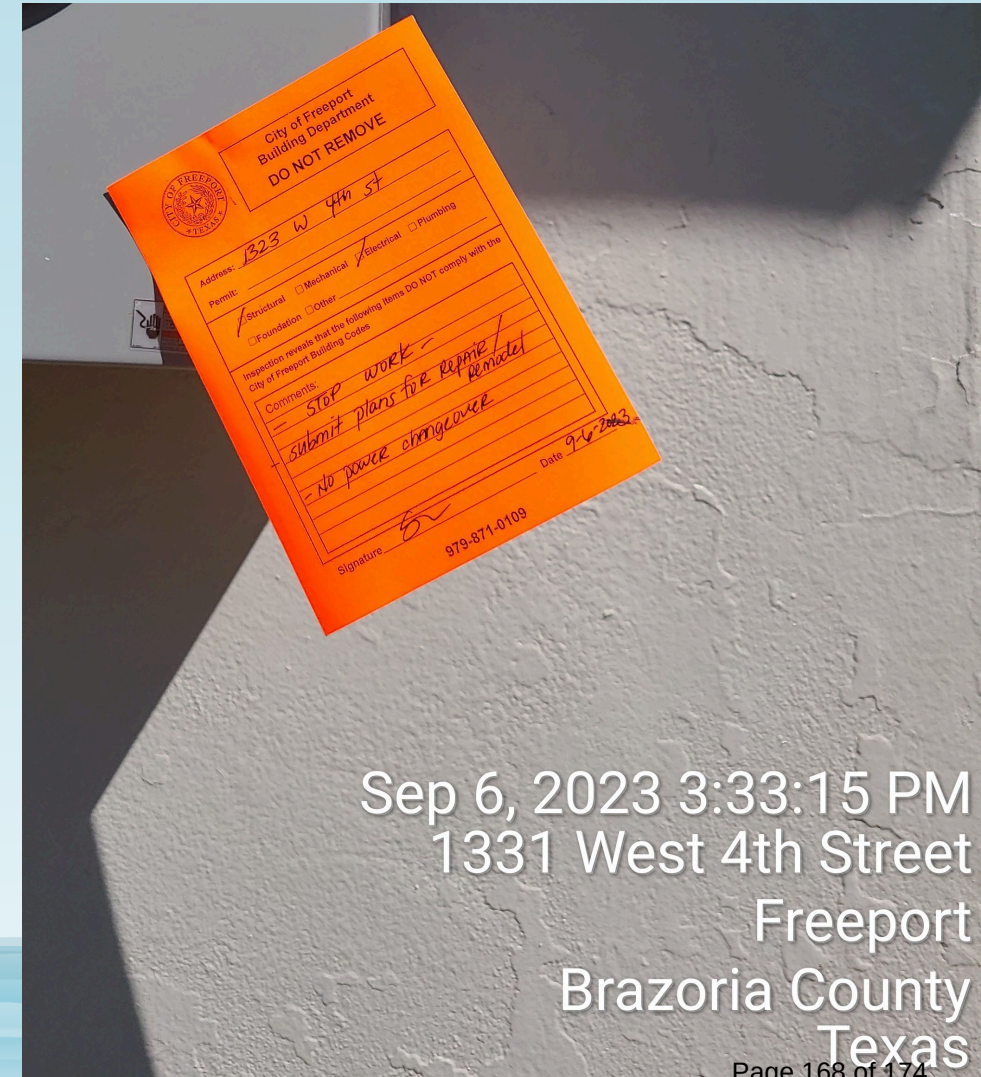
Building Department Concern

Work without Remodeling Permit – 1323 W 4th



Sep 6, 2023 3:27:27 PM
1323 West 4th Street
Freeport
Brazoria County
Texas

- On September 6, 2023, Building Inspector Shelby Araujo was called to do a “Service Change Out” Electrical inspection at 1323 W. 4th.
- Upon further inspection, Shelby noted that most of the house had been gutted, there was new electrical wires throughout, new studs, new doors, new windows, etc, and no remodeling permits had been pulled. She red-tagged the property to Stop Work and get a Remodeling Permit.
- The remodeler, Peter Rooney, has refused to get additional permits “for a few holes in the sheetrock”, and is now threatening to sue the City because Angleton and Lake Jackson don’t require permits for this type of work. He also refuses to register as a Contractor or provide insurance, even though the house is not in his name, and not his personal Homestead.
- Angleton and Lake Jackson Building Officials have verified that permits would be required in both cities for this type of remodel. (via emails and photos sent)



Sep 6, 2023 3:33:15 PM
1331 West 4th Street
Freeport
Brazoria County
Texas

Food Establishment Inspections

Arlene's	97
Brazos Place Behavioral Health	97
Brazosport High School	97
Freeport Elementary	97
Freeport Intermediate	95
Lanier Middle School	95
On The River Restaurant	71
Port Café	88
Texas Distilling Co. LLC	97

Board of Adjustments Meeting Updates



Freeport City Council

Mayor Brooks Bass, Ward B/Mayor Pro Tem Jerry Cain,
Ward A - Jeff Pena, Ward C - George Matamoros, Ward D - Winston Rossow

Board of Adjustments “BOA”

James Gosset, Jr., Kenneth Hayes (Vice Chair), Nicole Mireles (Chair), Sammye Moore, Barry Simmons
Alternates – Urbano Gomez and Shonda Marshall City Council Liaison – George Matamoros

Pedestrian safety

CJ crazy jake <crazyjake2591@gmail.com>
To Kacey Roman

FollowUp. Completed on Wednesday, October 11, 2023.
You forwarded this message on 7/25/2023 3:25 PM.

More bricks could fall at any time. At least barricade the sidewalk directly beneath the danger zone.



From:
Park Ave Lofts

To whom it may concern:

I wish to appeal your determination that my building at 226 W Park violates sections 304 and and 302.7 of the IPMC. Please notify me of the appeals procedure moving forward.

Thank you.

Park Avenue Lofts

A handwritten signature in blue ink, appearing to be "Jeff Pena", written over the typed name "Park Avenue Lofts".

Code Enforcement received an email complaint about bricks falling off the property located at 226 W. Park. Jeff Pena was notified by certified letter of the violation and given a time frame to repair.

Instead of repairing, Mr. Pena appealed the issue to the Board of Adjustments.

The item went before the Board of Adjustments for deliberation on October 26, 2023.

The Board denied Mr. Pena's Appeal and ordered that the area be barricaded and netted within 7 days, and repaired within 30 days.

Mr. Pena barricaded the area but did not provide the netting. The repairs have not yet been made.

October 26, 2023

Jeff Pena Code Enforcement Appeal

Planning & Zoning Meeting Updates



Freeport City Council

Mayor Brooks Bass, Ward B/Mayor Pro Tem Jerry Cain,
Ward A - Jeff Pena, Ward C - George Matamoros, Ward D - Winston Rossow,

Planning & Zoning Commission “P&Z”

Andrew Dill (Chair), Eric Hayes (Vice Chair), Pamela Dancy, Ron Bachman, Jim Saccomano
City Council Liaison – George Matamoros

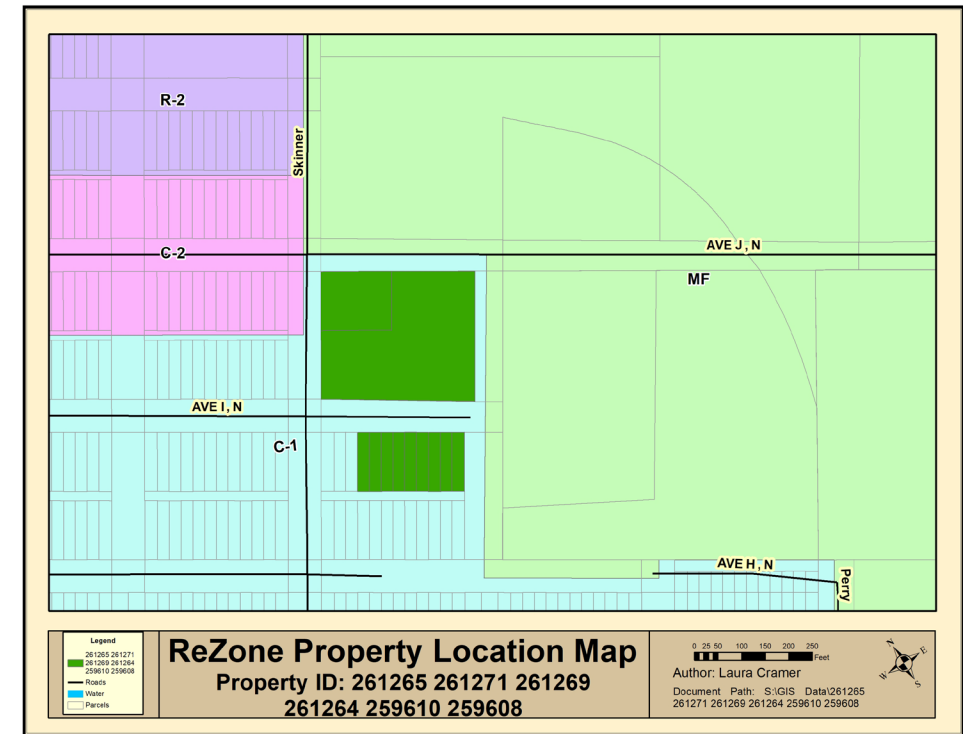
Planning & Zoning Upcoming Agenda Items



Re-Zone Request

Mike Morgan has requested a rezone of property located off Skinner and Ave J and Ave I.

The property is currently C-1, and the request is to Re-Zone the property MF for a Multiple Family Apartment Complex. The adjacent area is already a MF Zone.



Open Records Requests

The Building Department has received a marked increase in the number of Public Information Requests for activity within the Building & Code Department each month. Staff spends over 20+ hours each month compiling data for Requested Information. This does not include time spent by other departments, such as IT, Finance, Administration, etc. The following are requests received just in the past 30 days.

Requestor	Request
Jeff Pena	All emails, postal mailed communications and documents to or from all Airbnb operators in Freeport for the last 60 months. All records showing the date and amount of all hot tax payments from all airbnbs over last 60 months.
Mark Cambria	All documents relating to property located at 8 S. Ave B
Jeff Pena	A copy of any Code Violations communications / notices to any of the properties in the " Downtown District" in the last 12 months.
Peter Rooney	Which Texas building code requires a permit
The Facts	any documentation on permits received - or not received - for Councilman Jeff Peña's properties at 224 W. Park Ave
Sam Reyna	Names of Tenants calling Building Official and complaining about their rental units, names, addresses, phone numbers, plus names of all agents renting the units, and addresses, phone numbers.
The Facts	Documentation regarding permit and/or documentation for renovations at 224 W. Park
Sam Reyna	Names of all educational courses Ms. Kacey Roman has attended, amount of money the City has paid for the classes and the City time she has used attending these courses, plus all conferences and seminars she has attended, location, mileage, and city time used.
Pam Dancy	all permits issued to address 225 South Front St. that pertain to putting pipe in.