



# CITY OF JAMAICA BEACH

16628 San Luis Pass Road  
5264 Jamaica Beach  
Jamaica Beach, Texas 77554  
PH (409) 737-1142 FAX (409) 737-5211  
[www.jamaicabeachtx.gov](http://www.jamaicabeachtx.gov)



The City Council of the City of Jamaica Beach, Texas, will conduct a **Regular Meeting** scheduled at **6:00 pm on Thursday, May 23, 2024**, in the City Hall Council Chambers located at 16628 San Luis Pass Road.

**To listen remotely:**

- Dial **(469) 998-7466 (New Dial In Number)**
- Enter Pin **813 911 467#** and wait to be allowed into the meeting. **(PIN Number Updated Every Meeting)**

To participate **remotely** in Public Comments, you must sign up by 2:00pm on the day of the meeting.

**To participate remotely:** Please complete the Remote Citizen Comment Form on the City's website [www.jamaicabeachtx.gov](http://www.jamaicabeachtx.gov) listed under the City Council tab or follow this link. <https://www.jamaicabeachtx.gov/city-council/webforms/remote-citizen-comment-form>

1) **CALL TO ORDER AND ROLL CALL OF MEMBERS**

2) **PLEDGE OF ALLEGIANCE TO THE U.S. AND TEXAS FLAGS**

3) **INVOCATION, DONNA WLLIAMS, JBPD CHAPLAIN**

4) **PUBLIC COMMENT**

Members of the public are invited to give comments. Anyone will be allowed to speak on any subject other than personnel matters or matters under litigation, for a length of time not to exceed three minutes. No Council / Board discussion or action can take place on non-agenda items until such items are placed on an agenda and posted in accordance with law. (GC, 551.042.)

5) **SPECIAL PRESENTATION**

6) **ANNOUNCEMENTS**

1. Memorial Day Celebration – Saturday May 25<sup>th</sup> 6-9pm @ City Park
2. City Hall Closed Monday May 27<sup>th</sup> in observance of Memorial Day
3. Summer Kickoff Concert – Thursday June 6<sup>th</sup> 6pm – 9pm @ City Park
4. Hurricane Preparedness Meeting – Saturday June 22<sup>nd</sup> 10am-12pm @ JB Fire Station

7) **REPORTS FROM DIRECTORS, POLICE, AND FIRE**

1. City Administrator Francis - Attached
2. Chief of Police Garivey – Attached
3. Director of Operations Quintero - Attached
4. Fire Chief Baden – None

8) **CONSENT AGENDA AND APPROVAL OF MINUTES**

The following items are considered routine by the City Council and will be enacted by one motion. There will only be a separate discussion on these items if a council member requests and then the item will be removed from the general order of business and considered in its typical sequence on the agenda.

1. Approval of minutes from the Regular City Council meeting on 04-25-2024.
2. Approval of minutes from the Special City Council meeting on 05-14-2024.

9) COMMENTS / REPORTS FROM MEMBERS OF COUNCIL

10) OLD BUSINESS

11) SWEARING IN OF NEW ALDERMEN

Judge Monks will administer the oath of office to the new Aldermen.

12) NEW BUSINESS

1. **Appointment of Mayor Pro Tem.**

Mayor Bower will make this appointment.

2. **Discussion, consideration, and take action to accept the FY 2019/2020 audit.**

Chapter 103 of the Texas Local Government Code requires that a municipality shall have its records and accounts audited annually and shall have an annual financial statement prepared based on the audit.

3. **Discussion, consideration, and take action to approve City Hall roof replacement.**

The roof over the east side of the city hall facility began leaking in January and has been temporarily covered ever since. We submitted an insurance claim & they paid a small settlement. We began soliciting bids for repairs.

4. **Discussion and consideration of project to repair the city-owned bulkhead at the wastewater treatment plant.**

The bulkhead along the north edge of the wastewater treatment plant property is failing. We solicited bids for repair / replacement of approximately 130' of bulkhead. Additionally, we asked for bids to excavate & inspect the tiebacks on the northern most part of the east bulkhead. As well as potentially raising the southern part of the east bulkhead to the same height as the norther part.

5. **Discussion and consideration of adopting a residence homestead exemption from city ad valorem taxation.**

A residence homestead as defined by Section 11.13 of the Texas Tax Code receives exemptions from Galveston County ad valorem taxation but does not receive exemptions from city ad valorem taxation. Mayor Bower is proposing adopting residence homestead exemptions from city ad valorem taxation.

6. **Discussion and consideration of a proposed Beach User Fee.**

A local government may charge beach users a fee in exchange for providing beach-related services to beach users in general. A proposed Beach User Fee Plan would help manage beach crowding and provide a revenue stream for maintenance and improvements.

13) MAYOR'S REPORT

14) EXECUTIVE SESSION

The City Council may convene a public meeting and then recess into closed executive session, to discuss any of the items listed on this agenda, if necessary, and if authorized under chapter 551 of the Texas Government Code. Situations in which a closed executive session may be authorized by law include, without limitation; (1) consulting with the Council's attorney to seek or receive legal advice concerning pending or contemplated litigation, a settlement offer, or any other matter in which the ethical duty of the attorney to the Council clearly conflicts with the general requirement that all meetings be open, §551.071; (2) discussing the purchase, exchange, lease, or value of real property, §551.072;



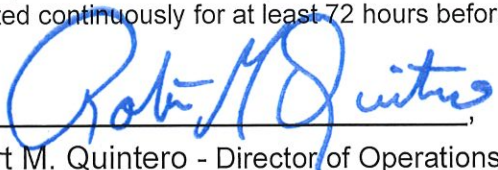
(3) discussing a prospective gift or donation, §551.073; (4) discussing certain personnel matters, §551.074; and (5) discussing security personnel or devices, §551.076.

15) ADJOURN

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CERTIFICATION

I, the undersigned authority, do hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, 16628 San Luis Pass Road, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: May 20, 2024, at 6:00 pm and remained so posted continuously for at least 72 hours before said meeting was convened.



Robert M. Quintero - Director of Operations / Interim City Secretary



The City Hall is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 409-737-1142 or by email at [cityadmin@jamaicabeachtx.gov](mailto:cityadmin@jamaicabeachtx.gov). Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at [www.jamaicabeachtx.gov](http://www.jamaicabeachtx.gov).



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## CITY COUNCIL REGULAR MEETING MINUTES

April 25, 2024  
6:00 P.M.

### **CALL TO ORDER AND ROLL CALL OF MEMBERS:**

*Mayor Bowers called the meeting to order at 6:00 pm*

*The following Council Members were present:*

*Mayor Sharon Bower  
Mayor Pro Tem Gil Madray  
Alderman Sherwood Green  
Alderwoman Lorraine Jones  
Alderman Russell Rupertus  
Alderman David Welch*

*The following Council Members were absent: None.*

*The following staff were present:*

*City Administrator – Kendal Francis  
Police Chief – Raymond Garivey  
Director of Development – Robert Quintero  
Finance Clerk - Ester Abrego*

### **PLEDGE OF ALLEGIANCE TO THE U.S. AND TEXAS FLAGS**

#### **1) INVOCATION: DONNA WILLIAMS, JBPD CHAPLAIN**

#### **2) PUBLIC COMMENTS:**

Dustin Smith & Tim Smith 16502 Trinidad Way. Dustin Smith favoritism being shown to people in the neighborhood. His neighbor has built an 8' high fence that is said to be temporary, but he argues all fences are technically temporary because the panels can be removed from the 4"x4" posts. The neighbor has removed the panels and reinstalled them a couple of different times. Mr. Smith stated the external cameras at his house recorded a conversation between his neighbor & a city staff member in which his neighbor stated that the mayor had given him permission for the fence, and he was not going to take it down. Also, his neighbor poured concrete all the way up to the edge of his fence. Mr. Smith also reported that his neighbor has a jet ski dock that extends out into the canal farther than is supposed to be allowed. Again his neighbor claims that is temporary event though it has not moved in over 2 years. Mr. Smith said that they should be doing things the same for everybody and this is not a pick and choose type of thing. He asked why something like that exists and why he heard what he heard and why the mayor would have given them the permission to keep it and how does she have the type of power to do so.

**SPECIAL PRESENTATION:** None

### **ANNOUNCEMENTS:**

1. Hurricane Preparedness Meeting – Saturday June 22<sup>nd</sup> 10am – 12pm @ JB Fire Station



## REPORTS FROM DIRECTORS, POLICE, AND FIRE:

- **City Administrator, Francis** – Oral / Read Aloud – Administrator Francis introduced Caydie Farmer, Building Permit/STR Clerk. He also thanked the entire staff for going above and beyond to cover gaps while being short 2 employees. He reported about the city hall hurricane evacuation planning. He stated that by the June 22<sup>nd</sup> citizens' meeting the city will have more information on the process for allowing citizens to return. He encouraged people to sign up for Blackboard communication's system to receive emergency notifications. He reported that a plan was nearly complete for removing the trash dumpsters from the beach. Also, the city received the 100% drawings and specifications for the Beach Nourishment. He also clarified a question about allowing fires on the beach. The sign says No Campfires. The city interprets that to mean no ground fires. The city will allow fires in a metal container at least 6" off the ground. Finally, he reported that the city's check register through Feb 24 will be posted on the website the next day. Following Alderman reports he added to his report a reminder about early voting and citizen Jerry Jackson gave everyone the schedule for early voting. He also reported that a special meeting would need to be scheduled to canvass the votes. He recommended Tues. May 14<sup>th</sup> @ 12 noon. Council was going to verify their schedules.
- **Chief of Police, Garivey** – None
- **Director of Operations, Quintero** – None
- **Fire Chief, Baden** – None

## APPROVAL OF CONSENT AGENDA:

Mayor Bower presented the minutes for 04-11-24 regular city council meeting.

*Motion made by Alderwoman Jones to **approve**, seconded by Alderman Rupertus*

**VOTE**

**5 AYES**

**0 ABSENT**

**0 NAYS**

**MOTION PASSED**

## ALDERMAN REPORTS:

**Mayor Pro Tem Madray:** No report

### **Alderman Welch:**

Stated As this is my last official council meeting for Jamaica Beach, I would just like to say Thank You for the opportunity to serve.

### **Alderwoman Jones:**

I've been studying the new Policies of Jamaica Beach and found one item in the Code of Ethics that I overlooked.

The last page of the Jamaica Beach Code of Ethics Acknowledges that I have read and understand my obligations, duties, and responsibilities in the handbook. I have signed and dated this and would like to give this to our Interim City Secretary and ask that it be put into my personnel file.

And just to remind the candidates, you will need to take the Texas Public Information Training and the Texas Open Meeting Training within the first 30 or 45 days of taking office. May I suggest that you also keep a copy of your certificates in your Personnel File too.

Mayor, Kendal, and I talked the other day. I think it would be helpful for our City Hall staff to take the training. They would have a better understanding of the rights of everyone to request documents from the city.

**Alderman Rupertus:**

Stated that he was just happy to be here.

**Alderman Green:** No Report

**Old Business:**

**NEW BUSINESS:**

**1. Discussion, consideration, and take action to appoint an alternate to the Board of Adjustments**

*Motion made by Mayor Pro Tem Madray to **discuss**, seconded by Alderman Welch.*

Mayor Bower recommended Jessica Sark be appointed as an alternate to the Board of Adjustments.

*Motion was made by Alderman Rupertus, seconded by Alderman Welch to approve the appointment.*

**VOTE**

**5 AYES**

**0 ABSENT**

**0 NAYS**

**MOTION PASSED**

**2. Discussion, consideration, and take action to approve Comprehensive Financial Policy**

*Motion made by Mayor Pro Tem Madray to **discuss**, seconded by Alderman Welch.*

Administrator Francis recapped the policy

*Motion made by Mayor Pro Tem Madray, seconded by Alderman Welch to approve the Comprehensive Financial Policy.*

**VOTE**

**5 AYES**

**0 ABSENT**

**0 NAYS**

**MOTION PASSED**

**3. Discussion, consideration, and take action to authorize a full-time Code Enforcement Officer position.**

*Motion made by Alderman Rupertus to **discuss**, seconded by Mayor Pro Tem Madray.*

Administrator Francis walked the council through the previous issues of hiring a part time code enforcement officer. He stated the benefits of making the position full-time and explained that the budget for salaries was sufficient to cover the additional costs.

*Motion made by Mayor Pro Tem Madray, seconded by Alderwoman Jones to authorize the full-time code enforcement officer position.*

**MAYOR'S REPORT:**

Started by thanking Caydie Farmer who will be managing our STR and building dept. She has already recommended several improvements to our system and is still assessing the state of our STR system. She stated that we are still working on a master list of all the STRs and



primary contact information. Reminder that citizens are hosting a get together Saturday at the park to recognize officers Mike Guillen on his retirement and Mark Posey who has left for the private sector. The mayor gave a Thank you to citizens Ginger Jones & Deborah Ayers for the pretty planter boxes in front of city hall. She also encouraged people to vote. We are looking forward to a new council and continuing on with the business of making this city the best place to live on the Texas gulf coast.

**EXECUTIVE SESSION:**

1. **Personnel** – to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or a charge against an officer or employee.

Motion made by Mayor Pro Tem Madray to **adjourn into executive session** at 6:35pm, seconded by Alderwoman Jones.

**VOTE**  
**5 AYES**  
**0 ABSENT**  
**0 NAYS**  
**MOTION PASSED**

**RECONVENE**

1. **Action from Executive Session:** None

**ADJOURNMENT:**

Motion made by Alderman Welch to **adjourn**, seconded by Mayor Pro Tem Madray. Meeting adjourned at 7:30pm

**VOTE**  
**5 AYES**  
**0 ABSENT**  
**0 NAYS**  
**MOTION PASSED**



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## CITY COUNCIL SPECIAL MEETING MINUTES

May 14, 2024  
12:00 P.M.

### **CALL TO ORDER AND ROLL CALL OF MEMBERS:**

*Mayor Bowers called the meeting to order at 12:00 pm*

*The following Council Members were present:*

*Mayor Sharon Bower  
Mayor Pro Tem Gil Madray  
Alderman Sherwood Green  
Aldерwoman Lorraine Jones  
Alderman Russell Rupertus  
Alderman David Welch*

*The following Council Members were absent: None.*

*The following staff were present:*

*City Administrator – Kendal Francis  
Director of Development – Robert Quintero  
Finance Clerk - Ester Abrego*

### **PLEDGE OF ALLEGIANCE TO THE U.S. AND TEXAS FLAGS**

#### **1) INVOCATION: ROBERT QUINTERO, OPERATIONS DIRECTOR**

#### **2) PUBLIC COMMENTS:**

Christian Frandsen - 806 Irish Maple St Seabrook, TX

I got a speeding ticket in Jamaica Beach last summer. I came up to take care of it last week to court in Jamaica Beach. Everyone was genuinely to me, and I was so happy to have some water and popcorn. The first case was a lovely young family with 2 children. They were both ticketed because they parked in the marina. The prosecuting attorney said that renters were not allowed to purchase or get passes to park but needed one to park there. The plaintiff said that he was not allowed to purchase one and had tried. The owner did not make it available to the renters and they got ticketed. I think that is not fair because you get all excited to go fishing, spent like \$10k on a trip to Galveston to fish, then you never want to come back because the attorney didn't dismiss it. I believe this is a terrible "law." Thank you. Also, you should ban white trash bags from being sold in Galveston or at least be the first ones to do so.

**PRESENTATION:** None

### **ANNOUNCEMENTS:**

#### **REPORTS FROM DIRECTORS, POLICE, AND FIRE:**

- **City Administrator** - None
- **Chief of Police, Garivey** – None
- **Director of Operations, Quintero** – None
- **Fire Chief, Baden** – None



**APPROVAL OF CONSENT AGENDA:**

**ALDERMAN REPORTS:**

**Mayor Pro Tem Madray:** No report

**Alderman Welch:** No report

**Alderwoman Jones:** No report

**Alderman Rupertus:** No report

**Alderman Green:** No Report

**Old Business:**

**NEW BUSINESS:**

1. Discussion, consideration, and take action to approve Resolution No. 2024-05 canvassing the votes of the Municipal Officer's Election held on Saturday, May 4, 2024.

*Motion was made by Alderman Green, seconded by Alderwoman Jones to approve the appointment.*

**VOTE**

**5 AYES**

**0 ABSENT**

**0 NAYS**

**MOTION PASSED**

**MAYOR'S REPORT:** No Report

**EXECUTIVE SESSION:**

**RECONVENE**

**ADJOURNMENT:**

Motion made by Alderman Welch to **adjourn**, seconded by Alderman Rupertus. Meeting adjourned at 12:04pm

**VOTE**

**5 AYES**

**0 ABSENT**

**0 NAYS**

**MOTION PASSED**



## City Administrator's Report

May 23, 2024

- Upcoming Events
  - Memorial Day Celebration
    - Saturday May 25<sup>th</sup>.
    - 6-9 pm
  - Swimming Pool Opening Day
    - Saturday May 25<sup>th</sup>
    - 11am -7pm
  - Summer Kick-off Concert
    - Thursday June 6<sup>th</sup>
    - City Park
  - Hurricane Preparedness Meeting
    - Saturday June 22<sup>nd</sup>
    - 10am-12pm
    - @ JBFD
- Lift Station Project
  - The rehabilitation work has begun on the lift stations, beginning with Station #2.
  - The project timeline is 120 working days.
- Sales Tax
  - The 1% increase will take effect Oct. 1<sup>st</sup>.
  - It is projected to create \$140,000 in additional revenues.
- Beach Dumpsters
  - The new dumpster has been delivered to the wastewater treatment plant.
  - Ameriwaste will be removing the dumpsters from the beach.





# Jamaica Beach Police Department

**Chief Raymond Garivey Jr.**

16628 San Luis Pass Road (physical)  
5264 Jamaica Beach (mailing)  
Jamaica Beach, Texas 77554  
Office (409) 737-1142 / Fax (409) 974-4307  
RGarivey@jamaicabeachtx.gov



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## To: Mayor and Council

During the Month of April officers responded to 48 calls for service. Included are calls where we assisted the Galveston Police Department as back up units.

We also conducted routine business checks, residential checks (special watches), beach checks, and checks of the marina.

Alarm Calls (4)  
Suspicious Vehicle (3)  
Citizen Assist (25)  
Animal Control (1)  
Loud Noise (12)  
Disturbance (4)  
Reckless Driver (5)  
Welfare Concern (3)  
Parking Complaint (3)  
Citations (306)  
Arrest (0)  
Accident (1)  
Civil Matter (1)  
Trespassing (3)  
Intoxicated Person (1)  
Burglary of a Habitation (0)  
Illegal Dumping (0)  
Suspicious Activity (2)  
Weapons Call (2)  
Found Property (2)  
Theft (3)  
Criminal Mischief (1)

## Significant Incidents:

On 04/04/24 at approximately 1:30pm, officer(s) took a Theft complainant over the phone. Uber driver claimed that he dropped off two ladies in Jamaica Beach and discovered that his bag was missing from his vehicle. Officer(s) investigated and resolved the issue without further incident.

On 04/04/24 at approximately 4:45pm, officer(s) took a Fraud report at the police department from a victim who reported being defrauded over the internet for large amount of money. The case is being investigated.

On 04/05/24 at approximately 9:30pm, officer(s) were dispatched to our city park on a loud music complaint. This was the second call out to the park for loud music. Officer(s) had the DJ shut down the music or face receiving a citation. The DJ was cooperative and shut the music off.

On 04/06/24 at approximately 8:30pm, officer(s) were dispatched to the Ocean Mart Food Store on a Criminal Mischief call. A known suspect damaged a window on the front of the store. Store management did not want to pursue charges and only wanted the suspect to pay for the damages. The suspect made restitution with the store and was then given a trespass warning and told never to return to the Ocean Mart.

On 04/06/24 at approximately 9:40pm, officer(s) were dispatched to a home in the 16600 block of John Davis Road on several vehicles parked in the roadway causing a traffic hazard. Officer(s) arrived and advised the renters to relocate their vehicles to the city park.

On 04/06/24 at approximately 1:55am, officer(s) were dispatched to a house in the 16500 block of Francis Drake on a Concern for Welfare call. Officer(s) discovered an elderly man had fallen on the floor and needed assistance getting back up. Our fire department arrived and assisted the elderly man back up to a seated position.

On 04/07/24 at approximately 10:50am, officer(s) were dispatched to a minor accident at FM 3005 and Buccaneer. Officer(s) arrived and assisted both parties in exchanging information and reporting the accident to each other's insurance carriers.

On 04/07/24 at approximately 2:15pm, officer(s) were dispatched to people driving ATVs on the beach. Officer(s) arrived and checked the area but found no one on ATV's.

On 04/08/24 at approximately 7:35pm, officer(s) were dispatched to assist Galveston PD on a Reckless Driver call at 8 Mile and FM 3005. Galveston PD handled the call and took one subject into custody.

On 04/10/24 at approximately 6:15pm, officer(s) were dispatched to assist Galveston PD on a Disturbance call at home in the 13800 block of Pirates landing. Galveston PD handled the call.

On 04/11/24 at approximately 7:35pm, officer(s) on-viewed a verbal disturbance between a male and female in the parking lot of the Circle K. Officer(s) spoke with both parties and told them they needed to go separate ways for the evening until things could calm down. No other action needed.

On 04/13/24 at approximately 8:40pm, officer(s) were dispatched to a house in the 16500 block of Jolly Roger Road on a 911 Hang Up call. Officer(s) arrived and met with the homeowners and cleared the call unfounded.

On 04/13/24 at approximately 9:15pm, officer(s) were dispatched to a house in the 16600 block of John Davis Road on a Welfare Concern call. Someone at this residence was having a medical episode. The call was handled by Galveston EMS and Jamaica Beach Fire.

On 04/14/24 at approximately 10:20am, officer(s) were dispatched to a house in the 16700 block of Cormorant Road on a civil standby call. The complainant wanted officer(s) to be on location while they evicted tenants from a rental due to over occupancy.

On 04/14/24 at approximately 6:20pm, officer(s) were dispatched to the beach on an ATV driver doing donuts on the beach. Officer(s) arrived and were unable to locate anyone riding an ATV.



On 04/14/24 at approximately 8:35pm, officer(s) were dispatched to the 4500 block of Jolly Roger Road on a Reckless Driver call. A white Mustang was reported speeding in the area. Officer(s) arrived, checked the area and were unable to locate the Mustang.

On 04/14/24 at approximately 9:40pm, officer(s) were dispatched to a house in the 16500 block of Tortuga Way on a call of a loud party and a possible discharge of firearm call. Officer(s) arrived and contacted the person in charge of the rental. There were no witnesses who saw anyone discharging a firearm. They were told of the loud noise ordinance. They complied and no other action was needed. Later this same night, another call of loud music resulted in the renters being evicted by the rental owner while officers did a civil standby.

On 04/17/24 at approximately 2:55pm, officer(s) were dispatched to a house in the 16600 block of Jean Lafitte on a call of Trespassing. The complainant stated that people were walking through their yard. Officer(s) arrived and found the subjects gone before their arrival.

On 04/18/24 at approximately 9:35am, officer(s) were dispatched to the marina on a suspicious persons call. The subjects in question left before officer(s) arrived.

On 04/19/24 at approximately 10:15pm, officer(s) were dispatched to meet the complainant at a house in the 16700 block of Albatross Road. Complainant requested a civil standby while she evicted renters for violating the loud ordinance. The tenants left the rental property without incident.

On 04/20/24 at approximately 7:00am, officer(s) were dispatched to a house in the 16700 block of Albatross Road on a call of Trespassing. The complainant stated that people were fishing on their property. Officer(s) arrived and told the subjects they needed to leave and not return to the complainant's property.

On 04/20/24 at approximately 5:25pm, officer(s) were dispatched to the 16700 block of Marina Drive on a Suspicious Vehicle call. A blue Tahoe was seen driving slowly around the area. Officer(s) located the vehicle and identified the occupants. The call was unfounded.

On 04/20/24 at approximately 6:25pm, officer(s) were dispatched to a house in the 16500 block of Jamaica Beach Road on a Trespassing call. The caller stated that someone was possibly in the home which was vacant. Officer(s) checked the residence and found no one inside. The call was unfounded.

On 04/21/24 at approximately 3:05am, officer(s) went out on a house in the 16500 block of Barbados Way on loud music. The renters were issued a citation for loud noise violation.

On 04/21/24 at approximately 6:45am, officer(s) while out on patrol, located a black BMW parked at the intersection of Tortuga Way and Spanish Main. Officer(s) identified the occupant who was asleep. He was told to leave the city and he complied.

On 04/21/24 at approximately 2:55pm, officer(s) were dispatched to the Circle K on a call of a subject brandishing a weapon out of a car window. Officer(s) located the vehicle in question and the occupants. It turned out that the gun was a toy replica that looked like a real gun. The call was unfounded.

On 04/22/24 at approximately 7:45am, officer(s) were dispatched to back up Galveston PD on an alarm call at a house in the 3900 block of 11 Mile. The call was handled by Galveston PD.

On 04/22/24 at approximately 12:30pm, officer(s) were dispatched to a house in the 16500 block of Bayfront Drive on an alarm call. The residence was checked and found to be secure.

On 04/22/24 at approximately 3:20pm, officer(s) took a report at the police department regarding a subject carrying a weapon in a prohibited place. This incident is being investigated.

On 04/25/24 at approximately 3:30pm, officer(s) were dispatched to the 4500 block of Jolly Roger on a call of Camaro speeding in the area. Officer(s) arrived in the area and were unable to locate the vehicle.

On 04/28/24 at approximately 7:30am, officer(s) were dispatched to the beach, just inside Galveston city limits, on a suspicious package that had washed up on the beach. It was determined that the package was a white powdery substance believed to be narcotics. The call was handled by Galveston PD.

On 04/28/24 at approximately 8:40am, officer(s) were dispatched to the 3900 block of Bob Smith on a suspicious vehicle. Officer(s) located the vehicle and identified two occupants. After coming back clear for wanted, both subjects were told to move on.

On 04/28/24 at approximately 10:25am, officer(s) were dispatched to a house in the 16700 block of Cormorant Drive on a call of a missing cell phone. Officer(s) arrived and located the phone at the residence in question and returned the phone to the owner.

On 04/28/24 at approximately 4:40pm, officer(s) were dispatched to the empty parking lot at the corner of FM 3005 and 15-Mile Road on several vehicles in this parking lot without the approval of the owner. Because of the high tide, visitors parked their vehicles in this parking lot and walked down to the beach. The owner of the property requested that all vehicles leave his property, or they would be towed. The visitors complied and left the area.

On 04/28/24 at approximately 5:30pm, officer(s) were patrolling the park when they detected the odor of burnt marijuana coming from the pavilion area where there were approximately 30 teenage visitors. Officer(s) could not determine who was smoking marijuana, so they told everyone to leave the park area. All cooperated and left the area.

### **Community Events:**

JBPD supported and participated in the Annual Blue Skyes over Autism parade on The Strand. What a wonderful turnout and much needed awareness for those with autism.

### **Open Positions:**

We have a Reserve Officer position available.

**Chief Raymond Garivey Jr.**





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## Director of Development May 2024 Report

- We installed new permanent reflector boards at the marina where there once was a temporary sign on a cone to discourage parking on the grass.
- We held a hurricane simulated preparedness drill on Friday, April 19, 2024. It was attended by all staff and city contractors within the city.
- I had a meeting with Jerry Mohn from WGIPOA to plan the Hurricane Preparedness Meeting to be held on Saturday, June 22, 2024.
- The curb painting on Buccaneer has been completed.
- New street signs, yield signs and stop signs have also been placed where there were missing signs.
- We have received four bids for the bulkhead at the wastewater treatment plant.
- We will be painting fire lanes at the park and city hall.
- Palm trees have been trimmed at all city properties. We are asking the residents to do the same as we enter hurricane season.
- The city has not heard anything from TDEM or FEMA on the dune walkovers yet. I continue to email Crieg Romero weekly for updates and we get the same answer that he too has heard nothing from FEMA.
- There will be a TDEM T-600 Course | Disaster Accounting 101, This high-level course covers basic disaster accounting documentation requirements, processes, and procedures, as well as cost tracking. It should assist JB personnel with implementing appropriate processes and procedures for the entire disaster timeline prior to a disaster taking place to help maximize reimbursement potential. This course will include live, instructor-led presentations, interactive breakout sessions, and



a disaster documentation simulation. Upon completing this course, the city staff will be able to locate and explain federal, state, and local regulations concerning purchasing, payroll, and cost tracking before, during, and after emergencies.

- Opened talks with Generator Assurance to supply the city with gasoline and diesel fuel if/when we are affected by a hurricane.
- We received from the GLO, the final DRAFT of the 100% design/specifications and they are submitting the paperwork to GLO Procurement to start the process which will take about a total of 6 months from advertisement of the project to issuing a Notice to Proceed to a contractor to start work.
- We had a visit from several students who attend The British International School of Houston. These students are from all over the world. They were in Jamaica Beach as part of a classroom project conducting surveys about the upcoming hurricane season. I gave them an abbreviated tutorial of hurricane preparedness.
- We met with Michelle Culver from the GLO on several subjects, including dunes, parking, and beach user fees.
- We received a call from the Galveston County Health District. A citizen reported JB for the porta potties. After a series of phone calls and visitations from GCHD staff, the case was closed.
- We hired Binswanger Glass Company to replace the front door to the museum.
- We're continuing to work with Commissioner Joe Giusti with our mosquito problems. In addition, the JB mosquito fogger is being repaired.
- We took bids for a 30 yard roll off dumpster to be placed at the wastewater treatment plant for beach trash. MGM Waste had the best price and accommodation needed for this task. Once it has been delivered, we will have AmeriWaste remove the dumpsters from the beach.

Respectfully submitted,

Robert Quintero  
Director of Operations



## CITY OF JAMAICA BEACH CITY COUNCIL AGENDA ITEM

MEETING DATE	May 23, 2024	
RESOLUTION or ORDINANCE #		
AGENDA TITLE	Homestead Exemption Discussion	
REQUESTING DEPARTMENT	Administration	
PRESENTER	Sharon Bower, Mayor	
FISCAL INFORMATION	Cost as recommended:	
	Budget Line Item:	
	Balance Available:	
	New Appropriation Required:	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
PURPOSE	To discuss a proposal to offer residence homestead exemptions from city ad valorem taxation	
BACKGROUND	A residence homestead as defined by Section 11.13 of the Texas Tax Code receives exemptions from Galveston County ad valorem taxation but does not receive exemptions from city ad valorem taxation. Mayor Bower is proposing adopting residence homestead exemptions from city ad valorem taxation.	
TEAM RECOMMENDATION		
REFERENCE DOCUMENTS ATTACHED		



## CITY OF JAMAICA BEACH CITY COUNCIL AGENDA ITEM

MEETING DATE	May 23, 2024	
RESOLUTION or ORDINANCE #		
AGENDA TITLE	FY 2019/2020 Audit	
REQUESTING DEPARTMENT	Administration	
PRESENTER	Kendal Francis, City Administrator	
FISCAL INFORMATION	Cost as recommended:	
	Budget Line Item:	
	Balance Available:	
	New Appropriation Required:	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
PURPOSE	To accept the findings of the FY 2019/2020 audit	
BACKGROUND	<p>Chapter 103 of the Texas Local Government Code requires that a municipality shall have its records and accounts audited annually and shall have an annual financial statement prepared based on the audit.</p> <p>The city auditors have completed the FY2019/20 audit. The audit and management letters are included. The city administrator will review the findings with the council.</p> <p>Staff recommends accepting the audit findings as presented.</p>	
TEAM RECOMMENDATION	Approve the recommendation	
REFERENCE DOCUMENTS ATTACHED	Audit Management Letters	



To the Honorable Council and City Administrator  
City of Jamaica Beach  
5264 Jamaica Beach  
Galveston, TX 77554

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Jamaica Beach as of and for the year ended September 30, 2020, in accordance with auditing standards generally accepted in the United States of America, we considered City of Jamaica Beach's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City of Jamaica Beach's internal control. Accordingly, we do not express an opinion on the effectiveness of City of Jamaica Beach's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiencies in internal control to be significant deficiencies:

**As previously identified:**

**General Ledger** – We continue to encourage the City to implement the use of a full general ledger for both the General Fund and the Municipal Services Fund. The City currently records transactions primarily to the revenue and expense accounts in both funds. With the exception of the cash, investment and equity accounts, there is no activity booked into the balance sheet accounts during the year. All transactions go through the temporary accounts and therefore must be reclassified during the audit. The audit adjustments from the prior year are not entered into the system therefore creating unadjusted balances as beginning balances at the start of the subsequent year.

We recommend that the City book the adjusting entries related to both the general fund and municipal services fund at year end. Doing so would allow us to verify the beginning balance coming forward from the prior year.

Furthermore, the City should consider hiring a consultant with experience in GASB standards to advise and assist in implementing and maintaining a full general ledger for both the General and Municipal Service Funds. This would drastically reduce the number of adjusting entries we had to make and in essence the audit timeline as we focus on auditing the year-end balances.

**Fixed Asset Group Accounts** – All fixed asset group of accounts activity in the current period are booked into the expense account for purchases and dispositions. No activity is booked into the balance sheet accounts because the fixed assets module in QuickBooks is not being utilized. In addition, there are no assets reflected in either the General Fund or the Municipal Services Fund at this time.

We commend City Secretary for maintaining a fixed assets/depreciation schedule which is updated at year-end to reflect all additions and dispositions during the year. We recommend journal entries be made as of September 30<sup>th</sup> once the schedule is completed to place the fixed asset accounts and year-end balances into the appropriate fund accounts.

**Accounts Payable** – All expenses are treated as current year expenditures during the year. Accounts Payable at the beginning of the year are not reflected in the beginning balance due to the fact that the prior year adjustments are not booked into the general ledger for either fund. The City has started preparing an accounts payable schedule by reviewing all invoice payments made subsequent to year-end to identify those related to the audit year and needed to be classified as accounts payable.

We commend City Secretary for providing us with a detail year-end accounts payable schedule and would recommend that a journal entry be made to record accounts payable by crediting total accounts payable and debiting the appropriate expense accounts as of September 30<sup>th</sup> after completing the A/P schedule.

**Accounts Receivable** – Municipal Service water and sewer billings are billed on a monthly basis. As collections are made, payments are applied against current year deposits and income. Like the accounts payable, those outstanding from the prior year are booked into the current year and those outstanding at the end of the year go unaccrued at the end of the year. As no Accounts Receivable is reflected in the Municipal Services Fund during the year, it is usually during the audit where a reconciliation between the general ledger and the AVR billing statements balances that we arrive at the accounts receivable balance as of the close of the year.

We recommend that prior to the close of the year, a journal entry be made to reflect all outstanding AVR billings in the General Ledger as of September 30<sup>th</sup>.

This communication is intended solely for the information and use of management, the Honorable Council, and others within City of Jamaica Beach, and is not intended to be and should not be used by anyone other than these specified parties.

Katherine Overbeck Maxwell, CPA, PLLC  
Galveston, Texas  
May 14, 2024

DRAFT



May 14, 2024

To the Honorable Council and City Administrator  
City of Jamaica Beach  
5264 Jamaica Beach  
Galveston, TX 77554

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Jamaica Beach for the year ended September 30, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 14, 2020. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Matters

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by City of Jamaica Beach are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2020. We noted no transactions entered into by City of Jamaica Beach during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The financial statement disclosures are neutral, consistent, and clear.

##### *Difficulties Encountered in Performing the Audit*

We encountered some difficulties during the audit process with the incomplete recording of financial information during the year. Most of the financial data recorded during the year was processed through the revenue and expense accounts. Cash, investment and equity accounts are the only balance sheet accounts utilized as the City does not maintain a full general ledger. The accounts receivable, accounts payable, prepaid expenses and fixed assets modules which are critical components of the accounting process are not being utilized. As a result, an inordinate amount of time is spent to identify, adjust or reclassify certain transactions into the proper accounts to arrive at the true balance at year-end.

##### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.



### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated May 14, 2024.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to City of Jamaica Beach's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as City of Jamaica Beach's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

We applied certain limited procedures to Management Discussion and Analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on Management Discussion and Analysis, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on [Describe other information accompanying the financial statements.] , which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

### Restriction on Use

This information is intended solely for the information and use of Honorable Council and management of City of Jamaica Beach and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Katherine Overbeck Maxwell, CPA, PLLC

**City of Jamaica Beach  
5204 Jamaica Beach  
Galveston, TX 77554**

May 14, 2024

Katherine Overbeck Maxwell, CPA, PLLC  
2200 Market Street Suite 703  
Galveston, TX 77550

This representation letter is provided in connection with your audit of the financial statements of City of Jamaica Beach, which comprise the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information as of September 30, 2023, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the disclosures (collectively, the "financial statements"), for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of May 14, 2024, the following representations made to you during your audit.

**Financial Statements**

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated November 11, 2020, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole for each opinion unit.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.



- 10) Guarantees, whether written or oral, under which the City of Jamaica Beach is contingently liable, if any, have been properly recorded or disclosed.

**Information Provided**

- 11) We have provided you with:
- a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
  - b) Additional information that you have requested from us for the purpose of the audit.
  - c) Unrestricted access to persons within the City of Jamaica Beach from whom you determined it necessary to obtain audit evidence.
  - d) Minutes of the meetings of City of Jamaica or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements .
- 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the City of Jamaica Beach and involves—
- Management,
  - Employees who have significant roles in internal control, or
  - Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the City of Jamaica Beach's financial statements communicated by employees, former employees, regulators, or others.
- 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or waste or abuse, whose effects should be considered when preparing financial statements.
- 17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 18) We have disclosed to you the names of the City of Jamaica Beach's related parties and all the related party relationships and transactions, including any side agreements.

**Government -specific**

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 21) The City of Jamaica Beach has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fund balance or net position.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
- 23) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- 24) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.



- 25) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 26) As part of your audit, you assisted with preparation of the financial statements and disclosures. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and disclosures.
- 27) The City of Jamaica Beach has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 28) The City of Jamaica Beach has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 29) The financial statements include all component units, appropriately present majority equity interests in legally separate organizations and joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 30) The financial statements properly classify all funds and activities in accordance with [GASBS No. 34](#) , as amended, and [GASBS No. 84](#) .
- 31) All funds that meet the quantitative criteria in [GASBS Nos. 34](#) and [37](#) for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 32) Components of net position (net investment in capital assets; restricted; and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 33) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 34) Provisions for uncollectible receivables have been properly identified and recorded.
- 35) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 36) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 37) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 38) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 39) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated or amortized.
- 40) We have appropriately disclosed the City of Jamaica Beach's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 41) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 42) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

43) With respect to the Management Discussion and Analysis.

- a) We acknowledge our responsibility for presenting the Management Discussion and Analysis in accordance with accounting principles generally accepted in the United States of America, and we believe the Management Discussion and Analysis, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the Management Discussion and Analysis have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
- b) If the Management Discussion and Analysis is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

DRAFT



**CITY OF JAMAICA BEACH, TEXAS**

**FINANCIAL STATEMENTS**

**YEAR ENDED SEPTEMBER 30, 2020**

DRAFT

CITY OF JAMAICA BEACH, TEXAS  
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## INDEPENDENT AUDITOR'S REPORT

**Honorable City Council**  
City of Jamaica Beach, Texas

We have audited the accompanying financial statements of the governmental activities and the business-type activities of the City of Jamaica Beach, Texas as of and for the year ended September 30, 2020 and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and business-type activities of the City of Jamaica Beach, Texas as of September 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion on pages 3 through 8 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurances.

Katherine Overbeck Maxwell, CPA, PLLC  
Galveston, Texas  
May 14, 2024



**Management Discussion and Analysis  
(Unaudited)  
Year Ended September 30, 2020**

Within this section of the City of Jamaica Beach (City) annual financial report, the City's management provides narrative discussion and analysis of the financial activities of the City for the fiscal year ended September 30, 2020. The City's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosure following this section. Additional and more detailed information is available in the following financial statements and notes to the financial statements. The discussion focuses on the City's primary governmental funds and proprietary-type fund. The City does not have component units or fiduciary funds.

**Basic Financial Statements**

In general, the purpose of financial statements is to provide external parties that read financial statements with information that will help them to make decisions or draw conclusions about an entity. There are many external parties that read the City of Jamaica Beach's financial statements; however, these parties do not always have the same specific objectives. In order to address the needs of as many parties as reasonably possible, the City, in accordance with required reporting standards, presents (1) government-wide financial statements and (2) fund financial statements.

*Government-Wide Financial Statements*

The focus of government-wide financial statements is on the overall financial position of the City of Jamaica Beach. These financial statements are constructed around the concept of a primary government, the City, and enterprise funds. The City has no component units or fiduciary funds.

The City's government-wide financial statements include the statement of net position and statement of activities, which are prepared using accounting principles that are similar to commercial enterprises. The statement of net position presents information on all of the City's assets, and deferred outflows of resources and liabilities and deferred inflows of resources with the differences reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

## Basic Financial Statements (Continued)

### *Government-Wide Financial Statements (Continued)*

The statement of activities presents information showing how the City's net position changed during the year. Again, the items presented on the statement of activities are measured in a manner similar to the approach used by a commercial enterprise in that revenues are recognized when earned or established criteria are satisfied and expenses are reported when incurred by the City. Thus, revenues are reported even when they may not be collected for several months after the end of the accounting period and expenses are recorded even though they may not have used cash during the current period.

Although the statement of activities looks different from commercial enterprise's income statement, the financial statement is different only in format, not substance. Whereas, the bottom line in a commercial enterprise is its net income, the City reports an amount described as *change in net position*, essentially the same thing.

The focus of the statement of activities is on the *net costs* of various activities provided by the City. The statement begins with a column that identifies the cost of each of the City's major functions. Another column identifies the revenues that are specifically related to the classified governmental functions. The difference between the expenses and revenues related to specific program/activities computes the net cost or benefit of the program/activity, which identifies the extent to which each function of the City draws from general revenues or is self-financing through fees, intergovernmental aid, and other sources of resources.

The City's government-wide financial statements are divided into governmental activities and business-type activities. Governmental activities are generally financed through taxes, intergovernmental revenues, and other non-exchange revenues, while business-type activities are financed to some degree by charging external parties for the goods or services they acquire from the City. Governmental activities include programs/activities such as general government, public safety, streets, and health and welfare. Business type activities generally include the provision of water and sewer services. The City's government-wide financial statements are presented on pages 9 through 10 and reconciliation between entity-wide and fund basis is on page 12.

### *Fund Financial Statements*

Unlike government-wide financial statements, the focus of fund financial statements are directed to specific activities of the City rather than the City as a whole. Except for the general fund, a specific fund is established to satisfy managerial control over resources



## **Basic Financial Statements (Continued)**

### *Fund Financial Statements (Continued)*

or to satisfy finance-related legal requirements established by external parties or governmental statutes or regulations. The City's fund financial statements are divided into two broad categories, namely (1) governmental funds and (2) proprietary or enterprise funds.

**Governmental Funds** – Governmental fund financial statements consist of a balance sheet and statement of revenue, expenditures, and change in fund balance and are prepared on an accounting basis that is significantly different from that used to prepare the government-wide financial statements.

In general, these financial statements have a short-term emphasis and for the most part, measure and account for cash and other assets that can easily be converted to cash. For example, amounts reported on the balance sheet include items such as cash and receivables collectible within a very short period of time, but do not include capital assets such as land, buildings and other fixed assets. Fund liabilities include amounts that are to be paid within a very short period after the end of the fiscal year. The fund balance generally indicates the amount that can be used to finance the next fiscal year's activities. Likewise, the operating statement for governmental funds reports only those revenues and expenditures that were collected in cash or paid with cash, respectively, during the current period or very shortly after the end of the year.

For the most part, the balances and activities accounted for in governmental funds are also reported in the governmental activities columns of the government-wide financial statements; however, because different accounting bases are used to prepare fund financial statements and government-wide financial statements, there are often significant differences between the totals presented in these financial statements. For this reason, there is an analysis at the bottom of the balance sheet that reconciles the total fund balances to the amount of net assets presented in the governmental activities column on the statement of net assets. Also, there is an analysis at the bottom of the statement of revenues, expenditures, and changes in fund balances that reconciles the total change in fund balances for all governmental funds to the change in net assets reported in the governmental activities' column in the statement of activities.

The City presents in separate columns funds that are most significant to the City.

The City's governmental fund financial statements are presented on pages 11 to 15.

**Proprietary Funds** – Proprietary fund financial statements consist of a statement of net assets, statement of revenues, expenses and changes in fund net assets and statement of cash flows, and are prepared on an accounting basis that is similar to the basis used to prepare the Government-wide financial statements. The City has one proprietary fund, which consists of providing water and sewer services to residents of the City.

The City uses enterprise funds to account for business-type activities that charge fees to customers for the use of specific goods or services. For the most part, balances in the

### Proprietary Funds (Continued)

activity accounted for in the City's enterprise fund are also reported in the business-type activities column of the government-wide financial statements. No reconciliation between fund financial statements and government-wide financial statements is required.

The City's proprietary fund balance sheet is presented on page 16 and the revenue expenses and cash flows are presented on pages 17 to 19.

### Summary of Financial Position and Operations

The City's overall financial position and operations for the past year are summarized as follows based on the information included in the government-wide financial statements (see pages 9 to 10).

<b>Financial Position</b>	<u>Governmental Activities</u>	<u>Business Type Activities</u>	<u>Total</u>
Current and Other Assets	\$ 6,169,567.06	\$ 3,394,299.49	\$ 9,563,866.55
Capital Assets	<u>3,199,326.79</u>	<u>3,106,172.67</u>	<u>6,305,499.46</u>
Total Assets	<u>9,368,893.85</u>	<u>6,500,472.16</u>	<u>15,869,366.01</u>
Current Liabilities	193,701.43	274,654.59	468,356.02
Non-Current Liabilities	<u>11,108.94</u>	<u>-</u>	<u>11,108.94</u>
Total Liabilities	<u>204,810.37</u>	<u>274,654.59</u>	<u>479,464.96</u>
Net Position			
Invested in Capital Assets			
Net of Related Debt	3,199,326.79	3,106,172.67	6,305,499.46
Restricted	189,136.71	-	189,136.71
Unrestricted	<u>5,775,619.98</u>	<u>3,119,644.90</u>	<u>8,895,264.88</u>
Total Net Position	<u>\$ 9,164,083.48</u>	<u>\$ 6,225,817.57</u>	<u>\$ 15,389,901.05</u>

The total net position of the City increased by \$339,991.46 during the year. This is as a result of an increase of \$340,592.28 in governmental activities and a decrease of \$600.82 related to business type activities. Also, assets totaling \$79,847.95 were purchased in fiscal year 2020.

## Summary of Financial Position and Operations (Continued)

Following is a summary of the entity-wide operations for the year ended September 30, 2020.

Operations	Governmental Governmental Activities	Business Type Business Type Activities	Total
<b>Revenues</b>			
Program Revenues:			
Charges for Services	\$ 459,716.55	\$ 1,239,747.33	\$ 1,699,463.88
General Revenue:			
Property Taxes	792,384.24	-	792,384.24
Franchise Taxes	110,309.85	-	110,309.85
Other Taxes	574,458.75	-	574,458.75
Investment Income	<u>8,616.51</u>	<u>5,572.22</u>	<u>14,188.73</u>
<b>Total Revenue</b>	<u>1,945,485.90</u>	<u>1,245,319.55</u>	<u>3,190,805.45</u>
Program Expenses:			
Administrative	495,856.32	-	495,856.32
Roads, Beaches and Canals	50,835.47	-	50,835.47
Public Safety	618,079.35	-	618,079.35
Garbage	170,652.50	-	170,652.50
Depreciation	223,888.68	-	223,888.68
Hotel/Motel	45,581.30	-	45,581.30
Utilities	-	1,245,920.37	1,245,920.37
Other	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Expenses</b>	<u>1,604,893.62</u>	<u>1,245,920.37</u>	<u>2,850,813.99</u>
Increase (Decrease) in Net Assets	<u>\$ 340,592.28</u>	<u>\$ (600.82)</u>	<u>\$ 339,991.46</u>

The City of Jamaica Beach had an overall increase in gross revenue of \$75,605.61. Governmental type funds revenue decreased \$10,959.05 while the business type funds increased \$86,564.66.

### General Fund Budgetary Highlights

For the fiscal year ended September 30, 2020 the Council budgeted anticipated revenues of \$1,378,675.00. Actual revenues amounted to \$1,769,778.90 an increase of \$391,103.90. Budgeted expenses amounted to \$1,393,675.00, reflecting a budgeted deficit of \$15,000.00. Total actual expenses charged against budgeted amounts were \$1,262,103.61. During the year, the City had non-budgeted revenue of \$175,707.00 and non-budgeted expenditures of \$165,387.22, or a net increase of \$10,319.78. The statement of revenues expenditures and comparison to budget are reported on page 15.



## **Capital Assets and Debt Administration**

### *Investment in Capital Assets:*

The City's investment in capital assets, net of accumulated depreciation, for governmental and business type activities as of September 30, 2020, was \$3,199,326.79 and \$3,106,172.67, respectively. Some capital asset additions were made during the current fiscal year. Note 4a and b provide additional information on capital assets and depreciation for the governmental-type funds and business-type funds, respectively.

### *Long-term Debt:*

At the end of the fiscal year, the City had no outstanding bonded debt. This debt was extinguished during the year ended September 30, 2012. During the current year no additional bonds were issued.

### **Hurricane Ike**

On September 13, 2008 the City was struck by Hurricane Ike causing flooding and wind damage to homes and businesses. FEMA generally refunds 90% of the cost of repairs and 100% of debris removal. The City currently has one outstanding project i.e., the PW 9523 project which was granted an extension through September 13, 2021. The City reflects an amount of \$104,241.00 as unexpended funds for this project which has not been completed.

### **Contacting the City's Financial Management**

This financial report is designated to provide a general overview of the City's finances, comply with finance-related laws, regulations and bond covenants, and demonstrate the City's commitment to public accountability. If you have questions about this report or would like to request additional information, contact the City's administrator at 16628 San Luis Pass Road, 5264 Jamaica Beach, TX 77554-0264.

**FINANCIAL SECTION**

DRAFT

**BASIC FINANCIAL STATEMENTS**

DRAFT



**GOVERNMENT -WIDE FINANCIAL STATEMENTS**

DRAFT

City of Jamaica Beach, Texas  
Statement of Net Position  
September 30, 2020

	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
Cash and Cash Equivalents	\$ 4,261,330.78	\$ 2,788,744.64	\$ 7,050,075.42
Short-Term Investments	1,500,493.89	698,719.32	2,199,213.21
Accounts Receivable, Net	118,988.56	179,448.78	298,437.34
Internal Balances	277,442.59	(277,442.59)	-
Accrued Interest	3,061.83	1,293.88	4,355.71
Prepaid Expenses	8,249.41	3,535.46	11,784.87
<b>Total current assets</b>	<b>6,169,567.06</b>	<b>3,394,299.49</b>	<b>9,563,866.55</b>
Capital Lease Asset, Note 11	101,551.54	-	101,551.54
Capital Assets not being Depreciated	264,460.13	35,763.00	300,223.13
Capital Assets Net of Depreciation	2,833,315.12	3,070,409.67	5,903,724.79
<b>Total non-current assets</b>	<b>3,199,326.79</b>	<b>3,106,172.67</b>	<b>6,305,499.46</b>
<b>Total Assets</b>	<b>9,368,893.85</b>	<b>6,500,472.16</b>	<b>15,869,366.01</b>
<b>LIABILITIES</b>			
Accounts Payable	15,181.80	98,429.28	113,611.08
Accrued Expenses	103,994.51	-	103,994.51
Pension Liability	62,322.90	-	62,322.90
Capital Lease Liability-current, Note 11	12,202.22	-	12,202.22
Security Deposits	-	176,225.31	176,225.31
<b>Total current liabilities</b>	<b>193,701.43</b>	<b>274,654.59</b>	<b>468,356.02</b>
Capital Lease Liability-non-current, Note 11	11,108.94	-	11,108.94
<b>Total Liabilities</b>	<b>204,810.37</b>	<b>274,654.59</b>	<b>479,464.96</b>
<b>NET POSITION</b>			
Net Investment in Capital Assets	3,199,326.79	3,106,172.67	6,305,499.46
Restricted For:			
Hotel/Motel Tax Fund	1,304,041.99	-	1,304,041.99
Encumbrances	193,163.19	-	193,163.19
Equipment Replacement	25,000.00	-	25,000.00
General Reserve	250,000.00	250,000.00	500,000.00
Tourism Related Activity			
For Parks Board	68,061.10	-	68,061.10
Beach Erosion Fund	121,075.61	-	121,075.61
Unassigned	4,003,414.80	2,869,644.90	6,873,059.70
<b>Total Net Position</b>	<b>\$ 9,164,083.48</b>	<b>\$ 6,225,817.57</b>	<b>\$ 15,389,901.05</b>

The Notes to the Financial Statements are an integral part of this statement.

**City of Jamaica Beach, Texas**  
**Statement of Activities**  
**For the Year Ended September 30, 2020**

	Program Revenues		Net (Expense) Revenue and Changes in Net Position		Total
	Expenses	Charges for Services	Governmental Activities	Business-type Activities	
<b>Program Activities</b>					
<b>Governmental Activities:</b>					
General Government					
Administration	\$ 169,563.87	\$ -	\$ (169,563.87)	\$ -	\$ (169,563.87)
Tax Office	6,550.21	-	(6,550.21)	-	(6,550.21)
Roads, Beaches and Canals	50,835.47	-	(50,835.47)	-	(50,835.47)
Police Department	615,513.49	-	(615,513.49)	-	(615,513.49)
City Hall	50,950.19	-	(50,950.19)	-	(50,950.19)
Building Department	9,504.30	49,830.00	40,325.70	-	40,325.70
Corporation Court	116,800.58	65,912.60	(50,887.98)	-	(50,887.98)
Public Service Building EMS	1,282.93	-	(1,282.93)	-	(1,282.93)
Public Service Building VFD	1,282.93	-	(1,282.93)	-	(1,282.93)
Hotel/Motel Funds	45,581.30	-	(45,581.30)	-	(45,581.30)
Garbage Collection	170,652.50	178,268.14	7,615.64	-	7,615.64
Parks Board	5,786.93	1,150.00	(4,636.93)	-	(4,636.93)
Public Swimming Pool	39,841.54	13,737.00	(26,104.54)	-	(26,104.54)
Authorized In Minutes	-	-	-	-	-
Depreciation	223,888.68	-	(223,888.68)	-	(223,888.68)
Non-Budget Expenditures	96,858.70	150,818.81	53,960.11	-	53,960.11
<b>Total Governmental Activities</b>	<b>1,604,893.62</b>	<b>459,716.55</b>	<b>(1,145,177.07)</b>	<b>-</b>	<b>(1,145,177.07)</b>
<b>Business-Type Activities</b>					
Water and Sewer Operations	1,245,920.37	1,239,747.33	-	(6,173.04)	(6,173.04)
<b>Total Government</b>	<b>\$ 2,850,813.99</b>	<b>\$ 1,699,463.88</b>	<b>\$ (1,145,177.07)</b>	<b>\$ (6,173.04)</b>	<b>\$ (1,151,350.11)</b>
<b>General Revenue:</b>					
<b>Taxes:</b>					
Property Taxes			792,384.24	-	792,384.24
Franchise Tax			110,309.85	-	110,309.85
Sales Tax			124,324.78	-	124,324.78
Hotel/Motel Tax			425,245.78	-	425,245.78
Multiuse Fees/LEA Fees			24,888.19	-	24,888.19
Interest Income Unrestricted			8,616.51	5,572.22	14,188.73
<b>Total General Revenues</b>			<b>1,485,769.35</b>	<b>5,572.22</b>	<b>1,491,341.57</b>
<b>Change in Net Position</b>			<b>340,592.28</b>	<b>(600.82)</b>	<b>339,991.46</b>
<b>Net Position Beginning of Year</b>			<b>8,823,491.20</b>	<b>6,226,418.39</b>	<b>15,049,909.59</b>
<b>Net Position End of Year</b>			<b>\$ 9,164,083.48</b>	<b>\$ 6,225,817.57</b>	<b>\$ 15,389,901.05</b>

The Notes to the Financial Statements are an integral part of this statement.



**FUND FINANCIAL STATEMENTS**

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**City of Jamaica Beach, Texas**  
**Balance Sheet - Governmental Funds**  
**September 30, 2020**

		General Fund
<b>ASSETS</b>		
Cash in Bank - Checking	\$	4,261,330.78
Short Term Investments (CDs)		1,500,493.89
Cash on Hand		-
Accounts Receivable - Taxes		14,747.56
Other Accounts Receivable		104,241.00
Due From Other Funds		277,442.59
Accrued Interest		3,061.83
Prepaid Expense		8,249.41
		<hr/>
<b>Total Assets</b>	<b>\$</b>	<b>6,169,567.06</b>
<b>LIABILITIES</b>		
Accounts Payable	\$	15,181.80
Pension Liability		62,322.90
		<hr/>
<b>Total Liabilities</b>		<b>77,504.70</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Unavailable Revenue - Property Taxes		14,747.56
		<hr/>
<b>Total Deferred Inflows of Resources</b>		<b>14,747.56</b>
<b>Fund Balances:</b>		
Nonspendable:		
Prepaid Items	\$	8,249.41
Restricted for:		
For Parks Board		68,061.10
Hotel/Motel Tax Fund		1,304,041.99
Encumbrances		193,163.19
Infrastructure Fund		164,236.09
Beach Erosion Fund		121,075.61
Committed:		
Equipment Replacement		25,000.00
General Reserve		250,000.00
Unassigned		3,943,487.41
		<hr/>
<b>Total Fund Balances</b>		<b>6,077,314.80</b>
		<hr/>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>	<b>\$</b>	<b>6,169,567.06</b>
		<hr/> <hr/>

The Notes to the Financial Statements are an integral part of this statement.



City of Jamaica Beach, Texas  
 Reconciliation of Governmental Funds Balance Sheet  
 to The Statement of Net Position  
 September 30, 2020

**Total Fund Balance - Governmental Funds** **\$ 6,077,314.80**

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not current financial resources and therefore are not reported in the fund financial statements, but are reported in the governmental activities of the statement of net position. The balance of capital assets, net of accumulated depreciation of \$1,916,758.26 was: 3,199,326.79

Certain other assets are not available to pay current period expenditures and therefore deferred in the fund financial statements, but are reported in the governmental activities of the statement of net position.

Property Taxes Receivable, Net 14,747.56

Some liabilities and deferred outflows of resources are not due and payable in the current period and are not included in the fund financial statement, but are included in the governmental activities of the statement of net position

Accrued Payroll and Related Liabilities, Net of Prior Year's Accrual	(38,465.40)
Compensated Absences	(65,529.11)
Capital Lease Liability	(23,311.16)

<b>Net Position of Governmental Activities</b>	<b><u><u>\$ 9,164,083.48</u></u></b>
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City of Jamaica Beach, Texas  
Statement of Revenues, Expenditures and Changes in  
Fund Balances - Governmental Funds  
For the Year Ended September 30, 2020

	<u>General Fund</u>
<b>REVENUES</b>	
Ad Valorem Taxes	\$ 776,114.50
Penalties and Interest	5,641.52
Franchise Fees	110,309.85
Sales Tax	119,808.16
Building Permits	49,830.00
Corporation Court	65,912.60
Interest Income	8,616.51
Hotel/Motel Occupancy Tax	425,245.78
Mixed Beverage Tax	4,516.62
Park User Fees	1,150.00
Swimming Pool User Fees	13,737.00
Multi Use Court Fees	15,527.83
LEA Fees	9,360.36
Prior Years' Taxes	10,628.22
Garbage Collection	178,268.14
Park Board Fund Raiser & Donations	7,400.00
Tax on Fines and Other Court Fees	71,014.98
Miscellaneous Donations	11,535.00
Other Revenue	<u>60,868.83</u>
<b>Total Revenues</b>	<b><u>1,945,485.90</u></b>
<b>EXPENDITURES</b>	
City Administrative Office	166,848.83
Tax Office	6,550.21
Roads, Beaches and Canals	50,835.47
Police Department	597,748.64
City Hall Building	50,950.19
Building Department	9,504.30
Corporation Court	115,800.76
Public Service Building EMS	1,282.93
Public Service Building VFD	1,282.93
Hotel/Motel Fund	44,913.42
Garbage Collection	170,652.50
Parks Board	5,786.93
Public Swimming Pool	39,946.50
Park Fund Expense	-
Hotel Motel Tourism Fund Pool Cost	-
OSSI Grant Expense	-
Other	165,387.22
<b>Total Expenditures</b>	<b><u>1,427,490.83</u></b>
<b>Excess of Revenues over Expenditures</b>	<b>517,995.07</b>
<b>FUND BALANCES, Beginning of Year</b>	<b><u>5,559,319.73</u></b>
<b>FUND BALANCES, End of Year</b>	<b><u>\$ 6,077,314.80</u></b>

The Notes to the Financial Statements are an integral part of this statement.

**Reconciliation of The Statement of Revenues,  
Expenditures, and Change in Fund Balances of  
Governmental Funds to the Statement of Activities  
For the Year Ended September 30, 2020**

**Net Change in Net Position - Total Governmental Funds** **\$ 517,995.07**

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures because such outlays use current financial resources. In contrast, the statement of activities reports only a portion of the outlay as expense. The outlay is allocated over the assets' estimated useful lives as depreciation expense for the period.

This is the amount by which capital outlay (\$107,278.42) exceeds depreciation (\$217,421.27) in the current period (144,040.73)

Revenues in the statement of activities that do not provide current financial resources are not reported as revenue in the funds. 70,632.45

Some expenses reported in the statement of activities that do not require the use of current financial resources and these are not reported as expenditures in Governmental Funds. These include the increases in compensated absences and payroll and related expenses. (103,994.51)

**Change in Net Position Governmental Activities** **\$ 340,592.28**



City of Jamaica Beach, Texas  
Statement of Revenues, Expenditures and  
Changes in Fund Balances - Budget and Actual  
General Fund  
Year Ended September 30, 2020

	Budgeted Amounts		Actual Amounts		Variance With Final Budget
	Original	Final	GAAP Basis	Reconciling Items	
<b>REVENUES</b>					
Ad Valorem Taxes	\$ 780,175.00	\$ 780,175.00	\$ 776,114.50	\$ -	\$ (4,060.50)
Ad Valorem Taxes- Prior Year	3,000.00	3,000.00	10,628.22	-	7,628.22
Penalties and Interest	4,000.00	4,000.00	5,641.52	-	1,641.52
Franchise Fees	105,000.00	105,000.00	110,309.85	-	5,309.85
Sales Tax	97,000.00	97,000.00	119,808.16	-	22,808.16
Building Permits	15,000.00	15,000.00	49,830.00	-	34,830.00
Corporation Court	45,000.00	45,000.00	65,912.60	-	20,912.60
Interest Income	4,000.00	4,000.00	8,616.51	-	4,616.51
Hotel/Motel Occupancy Tax	300,000.00	300,000.00	425,245.78	-	125,245.78
Mixed Beverage Tax	3,500.00	3,500.00	4,516.62	-	1,016.62
Park User Fees	2,000.00	2,000.00	1,150.00	-	(850.00)
Park Board Fund Raiser & Donations					
Swimming Pool User Fees	20,000.00	20,000.00	13,737.00	-	(6,263.00)
Garbage Collection	-	-	178,268.14	-	178,268.14
<b>Total Budgeted Revenue</b>	<b>1,378,675.00</b>	<b>1,378,675.00</b>	<b>1,769,778.90</b>	<b>-</b>	<b>1,769,778.90</b>
<b>EXPENDITURES</b>					
City Administrative Office	216,105.00	216,105.00	166,848.83	-	49,256.17
Tax Office	8,000.00	8,000.00	6,550.21	-	1,449.79
Roads, Beaches and Canals	117,050.00	117,050.00	50,835.47	-	66,214.53
Police Department	619,080.00	619,080.00	597,748.64	-	21,331.36
City Hall Building	64,100.00	64,100.00	50,950.19	-	13,149.81
Building Department	10,000.00	10,000.00	9,504.30	-	495.70
Corporation Court	50,540.00	50,540.00	115,800.76	-	(65,260.76)
Public Service Building EMS	1,325.00	1,325.00	1,282.93	-	42.07
Public Service Building VFD	1,325.00	1,325.00	1,282.93	-	42.07
Hotel/Motel Fund	148,500.00	148,500.00	44,913.42	-	103,586.58
Garbage Collection	-	-	170,652.50	-	(170,652.50)
Parks Board	6,150.00	6,150.00	5,786.93	-	363.07
Public Swimming Pool	151,500.00	151,500.00	39,946.50	-	111,553.50
<b>Total Budgeted Expenditures</b>	<b>1,393,675.00</b>	<b>1,393,675.00</b>	<b>1,262,103.61</b>	<b>-</b>	<b>131,571.39</b>
<b>Excess of Budgeted Revenues over Budgeted Expenditures</b>	<b>(15,000.00)</b>	<b>(15,000.00)</b>	<b>507,675.29</b>	<b>-</b>	<b>522,675.29</b>
<b>Non-Budgeted Revenue</b>					
Park Board Fund Raiser & Donations	\$ 50,000.00	\$ 50,000.00	\$ 7,400.00	\$ -	\$ (42,600.00)
Tax on Fines and Other Court Fees	3,500.00	3,500.00	71,014.98	-	67,514.98
Multi Use Court Fees	12,000.00	12,000.00	15,527.83	-	3,527.83
LEA Fees	3,000.00	3,000.00	9,360.36	-	6,360.36
Miscellaneous Donations	-	-	11,535.00	-	11,535.00
Other	873,790.00	873,790.00	60,868.83	-	(812,921.17)
<b>Total Non-Budgeted Revenue</b>	<b>942,290.00</b>	<b>942,290.00</b>	<b>175,707.00</b>	<b>-</b>	<b>(766,583.00)</b>
<b>Non-Budgeted Expenditures</b>					
Park Fund Expense	50,000.00	50,000.00	-	-	50,000.00
Hotel/Motel Tourism Fund Pool Cost	-	-	-	-	-
OSSI Grant Expense	-	-	-	-	-
Other	877,290.00	877,290.00	165,387.22	-	711,902.78
<b>Total Non-Budgeted Expenditures</b>	<b>927,290.00</b>	<b>927,290.00</b>	<b>165,387.22</b>	<b>-</b>	<b>761,902.78</b>
<b>Excess of Non-Budgeted Expenditures over Revenue</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>10,319.78</b>	<b>-</b>	<b>(4,680.22)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>-</b>	<b>-</b>	<b>517,995.07</b>	<b>-</b>	<b>517,995.07</b>
<b>Fund Balance, Beginning of Year</b>			<b>5,559,319.73</b>		<b>5,559,319.73</b>
<b>Fund Balance, End of Year</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,077,314.80</b>	<b>\$ -</b>	<b>\$ 6,077,314.80</b>

The Notes to the Financial Statements are an integral part of this statement.

**City of Jamaica Beach, Texas**  
**Statement of Net Position**  
**Proprietary Funds**  
**September 30, 2020**

		Municipal Services Fund
		<u>                    </u>
<b>ASSETS</b>		
Cash in Bank - Checking	\$	2,788,744.64
Short Term Investments (CDs)		698,719.32
Accounts Receivable		179,448.78
Accrued Interest		1,293.88
Prepaid Expense		3,535.46
Land		35,763.00
Water Sewer Equipment		7,029,403.29
Depreciation Provision		<u>(3,958,993.62)</u>
<b>Total Assets</b>	<b>\$</b>	<b><u>6,777,914.75</u></b>
<b>LIABILITIES</b>		
Accounts Payable	\$	98,429.28
Due To Other Funds		277,442.59
Customer Security Deposits		<u>176,225.31</u>
<b>Total Liabilities</b>	<b>\$</b>	<b><u>552,097.18</u></b>
<b>NET POSITION</b>		
Net Investment in Capital Assets	\$	3,070,409.67
Restricted for Encumbrances		-
Unrestricted:		
Desingated for General Reserve		728,312.14
Undesignated		<u>2,427,095.76</u>
<b>Total Net Position</b>	<b>\$</b>	<b><u>6,225,817.57</u></b>
The assets and liabilities of certain internal service funds are not included in the fund financial statement, but are included in the business activities of the statement of net position.		
		<u>-</u>
<b>Total Net Position per Government-Wide Financial Statements</b>	<b>\$</b>	<b><u>6,225,817.57</u></b>

The Notes to the Financial Statements are an integral part of this statement.

City of Jamaica Beach, Texas  
Statement of Revenue and Expenses  
and Changes in Net Position  
Proprietary Funds  
For the Year Ended September 30, 2020

	Water	Sewer	Total
<b>Operating Revenue</b>			
Fees for Services	\$ 635,316.74	\$ 560,793.02	\$ 1,196,109.76
Tap Fees	14,670.00	3,600.00	18,270.00
Late Payment Fees and Other	20,797.05	-	20,797.05
<b>Total Operating Revenue</b>	<b>670,783.79</b>	<b>564,393.02</b>	<b>1,235,176.81</b>
<b>Operating Expenses</b>			
<b>Direct Costs</b>			
Water	385,217.95	-	385,217.95
Permits, Dues and Fees	6,824.20	3,752.90	10,577.10
Repairs	39,592.38	2,088.91	41,681.29
Tap Expenses	10,480.00	-	10,480.00
Depreciation	26,010.48	137,716.96	163,727.44
Electrical	-	23,591.63	23,591.63
WWTP Expenses	-	108,238.14	108,238.14
Liftstation Maintenance & Repairs	-	95,410.92	95,410.92
Water Meter Expenses	3,907.80	-	3,907.80
Water Line Expenses	83,802.90	-	83,802.90
Disconnect - Reconnect Expense	-	-	-
<b>Total Direct Costs</b>	<b>555,835.71</b>	<b>370,799.46</b>	<b>926,635.17</b>
<b>Gross Operating Profit</b>	<b>\$ 114,948.08</b>	<b>\$ 193,593.56</b>	<b>308,541.64</b>
<b>General and Administrative</b>			
Salaries			128,595.65
Payroll Taxes			10,082.38
Retirement			13,556.59
Vacation			5,711.70
Contract Services			1,175.00
Professional Fees			-
Office and Other Supplies			3,018.49
Data Processing			18,487.11
Rent and Maintenance			2,090.70
Insurance			9,829.74
Insurance - Group			16,758.12
Audit			10,500.00
Utilities and Telephone Allocated			6,526.40
Miscellaneous			4,972.65
<b>Total General and Administrative Expense</b>			<b>231,304.53</b>
<b>Net Operating Profit</b>			<b>77,237.11</b>
<b>Non-Operating Income and Expense</b>			
Interest Income			5,572.22
Contributed Capital - Sewer Taps			-
Non-Budget Miscellaneous			4,570.52
Non-Budget Expense Reserve Fund			-
Non-Budget Expense			(87,980.67)
<b>Total Non-Operating Income and Expense</b>			<b>(77,837.93)</b>
<b>Changes in Net Position</b>			<b>(600.82)</b>
<b>Net Position, Beginning of Year</b>			<b>6,226,418.39</b>
<b>Net Position, End of Year</b>			<b>\$ 6,225,817.57</b>
Internal service funds are used by management to charge the costs of certain activities to individual funds. The net revenue (expenses) of certain internal service funds is reported with business activities.			-
Change in business-type activities in net position per government-wide financial statements.			<b>\$ (600.82)</b>



City of Jamaica Beach, Texas  
Statement of Cash Flows  
Proprietary Funds  
For the Year Ended September 30, 2020

		Municipal Services
<b>OPERATING ACTIVITIES</b>		
Receipts from Customers and Users	\$	1,235,176.81
Disbursed for Goods and Services		(762,907.73)
Disbursements for Personnel		(174,704.44)
Administrative Services		(66,956.38)
Accounts Payable (Trade)		(88,848.70)
Accounts Payable (VFD & EMS)		127.01
Customer Security Deposits		15,575.31
<b>Net Cash Provided by Operating Activities</b>		<b>157,461.88</b>
<b>NON CAPITAL FINANCING ACTIVITIES</b>		
Inter-Fund Transfers in Net		11,611.85
Non-Budget Items Net		(83,410.15)
<b>Net Cash Provided by Non Capital Financing Activities</b>		<b>(71,798.30)</b>
<b>CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Payments for Capital Acquisitions		-
Contributed Capital		-
Addition to Short-Term Investments		(5,571.50)
<b>Net Cash (Used in) Capital and Related Financing Activities</b>		<b>(5,571.50)</b>
<b>INVESTING ACTIVITIES</b>		
Interest Income		5,572.22
<b>Net Cash Provided by Investing Activities</b>		<b>5,572.22</b>
Net Increase (Decrease) in Cash and Cash Equivalents		85,664.30
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>		<b>2,703,080.34</b>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<b>\$</b>	<b>2,788,744.64</b>
<b>Supplemental Disclosures</b>		
Interest Paid		-

The Notes to the Financial Statements are an integral part of this statement.

City of Jamaica Beach, Texas  
Statement of Cash Flows  
Proprietary Funds  
For the Year Ended September 30, 2020  
(continued)

	Current Year End	Prior Year End	(Increase) Decrease
<b>RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES</b>			
Operating Income			\$ (600.82)
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities			
Depreciation			163,727.44
Accounts Receivable	\$ 179,448.78	\$ 169,092.49	(10,356.29)
Due From - To Other Funds	277,442.59	265,830.74	11,611.85
Accrued Interest Receivable	1,293.88	1,293.88	-
Prepaid Insurance	3,535.46	3,535.46	-
Accounts Payable Trade	67,760.45	156,609.15	(88,848.70)
Accounts Payable Jamaica Beach Volunteer Fire Department and Emergency Medical Service	30,668.83	30,541.82	127.01
Customer Security Deposits	176,225.31	160,650.00	15,575.31
<b>Net Cash Provided by Operating Activities</b>			<b>91,235.80</b>
<b>INVESTING, CAPITAL AND FINANCING ACTIVITIES</b>			
Decrease (Increase) Short-Term Investments			(5,571.50)
Purchase of Fixed Assets			-
<b>Net Decrease (Increase) Investing, and Financing Activities</b>			<b>(5,571.50)</b>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>			<b>\$ 85,664.30</b>

The Notes to the Financial Statements are an integral part of this statement.

**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO FINANCIAL STATEMENTS**

**1. Summary of Significant Accounting Policies**

The City of Jamaica Beach, Texas, was incorporated in 1975 under the laws of the State of Texas and currently has a population of approximately 1,300 permanent residents. The City is a resort community with approximately one half of the homes being used as second homes. The City is organized as a "general-law" city, with a mayor and council form of government, with the mayor and five aldermen elected at large. The government provides the following services: public safety, streets, sanitation, public improvements, planning and zoning, general administrative services and utility service.

The accompanying financial statements have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

The City of Jamaica Beach for the year ending September 30, 2004 and subsequent years implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Government*. GASB Statement No. 34 along with accounting principles generally accepted in the United States of America requires the capitalization of certain general infrastructure assets in governmental activities along with the appropriate depreciation being recorded as an expense. Management has done a cursory review of infrastructure assets and determined many major assets such as streets and drainage improvements were completed in the late 1970's and early 1980's. Infrastructure improvements during the last 15 years have been researched and appropriate capitalization and depreciation have been recorded. Repairs were performed on various streets and roads, which are properly expensed in the entity-wide and fund financial statements. The valuation of land under the streets is estimated to be \$76,500 when donated in 1975 to the City.

**Government-wide and Fund Financial Statements**

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the City as a whole. Individual funds are not displayed but the statements distinguish governmental activities, generally supported by taxes and City generated revenues, from business-type activities, generally financed in whole or in part with fees charged to external customers.



**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO FINANCIAL STATEMENTS**

**Government-wide Financial Statements - Continued**

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with the distinct functional activity. Program revenues include: (1) charges for services, which report fees, fines and forfeitures and other charges to users of the City's services; (2) operating grants and contributions, which finance annual operating activities including restricted investment income; and (3) capital grants and contributions which fund the acquisition, construction, or rehabilitation of capital assets and include fees to developers. These revenues are subject to externally imposed restrictions to these program uses. Taxes and other revenue sources not properly included with program revenues are reported as general revenues.

**Measurement Focus**

*Government-wide Measurement Focus*

The government-wide statements report using the economic resources measurement focus and the accrual basis of accounting, generally including the reclassification or elimination of internal activities. Proprietary, or business-type funds also report using the same focus basis of accounting. Revenues are recorded when earned, and expenses are recorded when a liability incurred, regardless of the timing of related cash flows. Property tax revenues are recognized in the year for which they are levied while grants are recognized when grantor eligibility requirements are met.

*Governmental Fund Measurement Focus*

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognizable when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The City considers revenues to be available if they are collected within 60 days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are reported as expenditures in the year due.

Operating income reported in proprietary fund financial statements includes revenues and expenses related to the primary continuing operations of the fund. Principal operating revenues for proprietary funds are charges to customers for sales or services. Principal operating expenses are the costs of providing goods or services and include administrative expenses and depreciation of capital assets. Other revenues and expenses are classified as non-operating in the financial statements.

**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO FINANCIAL STATEMENTS**

**Measurement Focus - Continued**

*Allocation of Indirect Expenses*

The City allocates indirect expenses primarily comprised of central governmental services to operating functions and programs benefiting from such services. Central services include overall City management, centralized budgetary formulation and oversight, accounting, financial reporting, payroll, procurement contracting and oversight, investing and cash management, personnel services, and other central administrative services. Allocations are charged to programs based on use of central services determined mostly by employee time expended. These amounts are charged directly to the program or area benefiting from such services. These functions or programs include police, fire, and certain divisions within public services and parks.

**Fund Financial Statements**

- a. **Fund Accounting** - The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The various funds are grouped, in financial statements in this report, in the fund types and account groups listed below:

**Governmental Fund Types**

**General Fund** - The general fund is the general operating fund of the City. It is used to account for all financial resources, except those required to be accounted for in another fund.

**Interest and Sinking Fund** - The interest and sinking fund is used to account for accumulation of resources for, and the payment of general long-term debt principal and interest as required by the terms of the bond issue.

**Proprietary Fund**

The Municipal Services Fund is an enterprise fund used to account for operations of the municipal utilities, comprising water and sewer operations of the City. The Municipal Services Fund is financed and operated in a manner similar to private business enterprises. The intent of the governing body is that costs (expenses including depreciation) of providing goods and/or services to the general public on a continuing basis be financed or recovered through user charges.

**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO FINANCIAL STATEMENTS**

**Fund Financial Statements - Continued**

**Fiduciary Funds (Trust and Agency Funds)**

The City has no trust and agency funds.

**Account Groups**

**General Fixed Assets** - Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the general fixed assets account group, rather than in governmental funds. Public domain ("infrastructure") general fixed assets such as roads, bridges, streets, and drainage systems are not capitalized.

**General Long-Term Debt** - Long-term liabilities expected to be financed from governmental funds are accounted for in the general long-term debt account group. At present, the fund is inactive as there are no general obligation bonds outstanding.

**b. Fixed Assets** - General fixed assets are recorded as expenditures in the governmental type fund in which they are purchased. Such assets with costs of \$500 or more are capitalized in the General Fixed Assets account group. Contributions of fixed assets are recorded in the General Fixed Assets account group at market value where such value can be reasonably ascertained.

Assets purchased for the Municipal Services Fund are recorded as expenditures in the governmental fund purchasing such assets. The Municipal Services Fund capitalizes such assets at cost with an offsetting entry to contributed capital.

Accumulated depreciation is recorded in the General Fixed Assets account group using the straight-line method over the following useful lives:

Buildings	25-39 Years
Machinery and Equipment	5-10 Years
Transportation Equipment	3 Years
Streets and Bulkheads	15 Years



**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO FINANCIAL STATEMENTS**

**Fund Financial Statements - Continued**

**b. Fixed Assets (Cont.)**

Depreciation is provided on all exhaustible fixed assets used by the Municipal Services Fund over estimated useful lives using the straight-line method as follows:

Buildings	25 Years
Water Lines	30-50 Years
Sewer System	10-30 Years
Machinery and Equipment	5-10 Years

**c. Basis of Accounting** - All governmental funds are accounted for using the modified accrual basis of accounting. Revenues are recognized when the revenue becomes measurable and available as current assets. Revenue that has been accrued is interest. Expenditures are recognized when incurred. Exceptions to the general rule include:

The proprietary fund is accounted for using the accrual basis of accounting as promulgated by the Financial Accounting Standards Board (FASB) pronouncements. Revenue is recognized when earned, and expenses are recognized when incurred. Unbilled water and sewer fund revenues are not recorded because such amounts are not material.

**d. Budget and Budgetary Accounting** - The City uses a fiscal year for accounting beginning October 1 and ending September 30. The City follows these procedures in establishing the budgetary data reflected in the financial statements. Prior to October 1, the Mayor submits to the City Council a proposed operating budget for the fiscal year commencing October 1. The operating budget includes proposed expenditures and the means of financing them. A public hearing is conducted to obtain taxpayers' comments. Prior to October 1, the budget is legally enacted by the City Council. Any unencumbered appropriations lapse at fiscal year-end and may not be carried over to the following year.

Any revisions that alter the budgets must be approved by the City Council. Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are presented as originally adopted and as amended by the City Council during the course of the year.

**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO THE FINANCIAL STATEMENTS**

**Fund Financial Statements - Continued**

e. **Encumbrances** - The City does not utilize an encumbrance accounting system during the year. At year-end, the City reviews its commitments to determine amounts to be encumbered. At September 30, 2020, \$193,163.19 has been shown as reserve for encumbrances in the general fund. The amount of \$478,312.14 is encumbered in the Municipal Services Fund at September 30, 2020.

f. **Management Uses of Estimates and Assumptions** - Management uses estimates and assumptions in preparing these financial statements in accordance with generally accepted accounting principles. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could vary from the estimates that were used.

g. **Cash and Cash Equivalents** - Cash and cash equivalents include cash on hand, cash in banks, and all highly liquid investments with a maturity of three months or less at the time of purchase.

h. **Compensated Absences** - The City does not accrue compensated absences for the fund financial statements as Management is of the opinion that the amount would not be material. However, the amount is accrued for the entity wide financial statements.

i. **Fund Balances and Net Position** - The government fund financial statements of the City will present fund balances based on classifications including a hierarchy that is based primarily on the extent to which the City is bound to honor restrictions on the specific purposes for which amounts in a particular governmental fund can be spent. The five classifications used in the governmental fund financial statements will be as follows:

**Non-spendable**: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. These amounts would include inventories and prepaid items as being non-spendable as these items are not expected to be converted to cash or are not expected to be converted to cash within the next year. The non-spendable fund balance at September 30, 2020 was \$8,249.41 .



**CITY OF JAMAICA BEACH, TEXAS**  
NOTES TO THE FINANCIAL STATEMENTS

**Fund Financial Statements - Continued**

Restricted: This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. These guidelines are used for restricted net positions.

Committed: This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal resolution of the City Council, which has the highest level of decision-making authority. These amounts cannot be used for any other purpose unless the City Council removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed.

Assigned: This classification includes amounts that are constrained by the City's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the City Council or the City manager, pursuant to the City's fund balance policy.

Unassigned: This classification includes the residual fund balance for the General Fund. The general fund should be the only fund that reports a positive unassigned fund balance.

**J. Deferred Inflows of Resources** – In addition to liabilities, the Statement of Net Position and/or the Governmental Funds Balance Sheet will possibly report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until that time. The City currently has one item which arise under the modified accrual basis of accounting that qualify for reporting in this category. Accordingly, unavailable property taxes are reported in the Governmental Funds Balance Sheet. The governmental funds will recognize unavailable property taxes as inflows of resources in the period in which the amounts become available. At September 30, 2020, the balance of unavailable property taxes was \$14,747.56.



**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO THE FINANCIAL STATEMENTS**

**2. Accounts Receivable**

**a. Operating Fund**

**Property Taxes** - The City is permitted by the State of Texas' Constitution to levy property taxes. For the budget year October 1, 2019 through September 30, 2020, the City levied a tax rate of \$.193253 per \$100.00 of assessed value which generated \$776,114.50 for the General Fund. The levy date for this year was September 16, 2019. No assessment was made for the interest and sinking fund as the bonds were retired in prior years.

Accounts Receivable - Taxes 2020	\$	6,527.28
Taxes 2019 and Prior		<u>8,220.28</u>
<b>Total</b>	<b>\$</b>	<b><u>14,747.56</u></b>

Uncollected taxes due at September 30, 2020 have been recorded as deferred revenue in the Fund Financial Statements. It has been determined the amounts are measurable but not available for current operations. For the entity-wide financial statements these receivables are considered revenue.

**Other Accounts Receivable** – Other accounts receivable are as follows:

FEMA	\$	<u>104,241.00</u>
<b>Total Other Accounts Receivable</b>	<b>\$</b>	<b><u>104,241.00</u></b>

**b. Municipal Services** - An analysis of accounts receivable for water, sewer and garbage is as follows:

Accounts Receivable - Current	\$	122,991.02
Past Due		<u>56,457.76</u>
<b>Total</b>	<b>\$</b>	<b><u>179,448.78</u></b>

Contributions to the Jamaica Beach Volunteer Fire Department and Jamaica Beach Emergency Medical Service can be made by inclusion of such amounts in the amount paid for municipal services. At September 30, 2020, \$9,914.61 was included in the above receivable.

**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO THE FINANCIAL STATEMENT**

**3. Due from (To) Other Funds** - Following is an analysis of balances between funds at September 30, 2020.

**General Fund**

From Municipal Services Fund for inter fund expenses not settled as of September 30, 2020	\$209,134.71
From Municipal Services Fund for garbage fees collected in the Municipal Services Fund not remitted as of September 30, 2020	<u>68,307.88</u>
Total General Fund	<u>\$277,442.59</u>

**Municipal Services Fund**

To General Fund (See Above)	<u>(\$277,442.59)</u>
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**4. Changes in Fixed Assets** - Following are the changes in fixed assets for the year ended September 30, 2020.

**a. General Fixed Assets**

Item	Balance October 1 2019	Additions	Reductions	Balance September 30, 2020
Land	\$ 169,957.57	\$ -	\$ -	\$ 169,957.57
Building	777,341.11	-	-	777,341.11
Equipment & Furnishings	60,700.57	-	-	60,700.57
Police Equipment	378,266.05	44,466.95	-	422,733.00
Park Land	18,002.56	-	-	18,002.56
Park Improvements	1,334,281.05	35,381.00	-	1,369,662.05
Infrastructure Land	76,500.00	-	-	76,500.00
Drainage and Roads	2,088,956.91	-	-	2,088,956.91
Lighting	7,230.00	-	-	7,230.00
Infrastructure Bulkheads	125,001.28	-	-	125,001.28
Totals	\$ 5,036,237.10	\$ 79,847.95	\$ -	\$ 5,116,085.05

Depreciation provided on the above General Fixed Assets and Infrastructure amounts to \$1,916,758.26 , leaving a net book value for depreciable assets of \$2,934,866.66 .

The General Fund expended \$21,549.04 for street, drainage and beach maintenance for the year ended September 30, 2020. The City capitalized none of these expenditures.

**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO THE FINANCIAL STATEMENT**

**b. Municipal Services**

<u>Item</u>	<u>Balance October 1 2019</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance September 30, 2020</u>
Land	\$ 35,763.00	\$ -	\$ -	\$ 35,763.00
Sewer System and Equipment	6,006,955.15	-	-	6,006,955.15
Water System and Equipment	1,022,448.14	-	-	1,022,448.14
<b>Totals</b>	<b>\$ 7,065,166.29</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,065,166.29</b>

The Municipal Services Fund provided water to approximately 1,295 connections and sewer service to approximately 1,240 connections at September 30, 2020.

Depreciation provided for the current year and charged against current operation amounted to \$163,727.44. Total depreciation provided from acquisition of assets amounts to \$3,958,993.62, leaving a net book value for Municipal Services depreciable assets of \$3,070,409.67.

**5. Deferred Income** – Deferred income is composed of the following:

Uncollected Taxes	<u>\$14,747.56</u>
<b>Total Deferred Income</b>	<b><u>\$14,747.56</u></b>



**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO THE FINANCIAL STATEMENT**

**6. Schedule of Pledged Securities for Cash Deposits**

**a. Texas Frist Bank**

The City of Jamaica Beach has a depository contract with Texas First Bank, Texas City, Texas. On September 30, 2020, the City had deposits of \$9,249,288.63. Following is a listing of securities in the total market value of \$9,456,175 in safekeeping, pledged as security for these funds.

ID	Cusip #	Par Value	Book Value	Market Value	Maturity Date
993	265138HU4	2,000,000	2,044,334	2,151,985	2/15/2026
1181	770043KS5	490,000	495,119	501,333	8/15/2021
1182	770043KT3	505,000	518,813	534,213	8/15/2022
1209	770043HV2	375,000	375,000	375,780	8/15/2027
1330	303343BG1	500,000	507,769	537,259	2/1/2027
1331	303343BH9	515,000	520,749	551,097	2/1/2028
1333	303343BE6	480,000	487,731	517,058	2/1/2025
1334	303343BF3	490,000	499,815	529,788	2/1/2026
1649	3128MMWZ2	2,745,499	2,802,729	2,872,478	10/1/1932
1816	229831JG8	500,000	520,121	559,450	8/15/2034
1832	822517AP3	620,000	620,689	666,591	2/15/2033
<b>TOTALS</b>		<b>9,220,499</b>	<b>9,392,871</b>	<b>9,797,032</b>	

**7. Litigation** - Management and legal counsel are aware of no pending or threatened litigation involving the City of Jamaica Beach. Management and legal counsel are of the opinion there will be little or no liability incurred by the City.

**8. Retirement Plan** - The City of Jamaica Beach established a 414(d) governmental profit-sharing plan under the internal revenue code of 1986, including any later amendments to the code on October 1, 1992 and was restated effective October 1, 2013. The retirement plan is titled, the City of Jamaica Beach – Profit Sharing Plan. The plan is through the Principal Financial Group and is a defined contribution plan. The City of Jamaica Beach is the Plan Administrator and establishes the level of contribution on behalf of all active participants. The City of Jamaica Beach based the annual contribution for each employee at 10% of each participant's annual salary. At September 30, 2020, the City's annual contribution to the plan was \$62,322.90. A pension liability was set up for this amount at year-end and was fully funded after the close of the year. As described below, each plan participant vests into the plan at annual rate of 20%. After five or more years, the plan participant is fully vested. Employees who are not fully vested and leave employment earlier than five years, forfeit those contributions made on their behalf. The total amount forfeited during the year was \$0. The forfeited contributions may be used to pay for plan expenses if desired by the City or reallocated amongst the remaining active participants. The table below illustrates the vesting period for each employee.

**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO THE FINANCIAL STATEMENT**

**8. Retirement Plan - Continued**

<u>Term of Employment</u>	<u>Percent Vested</u>
Less than 1 year	0%
1 Year	20%
2 Years	40%
3 Years	60%
4 Years	80%
5 or More	100%

**9. Short-Term Investments** - Short-term investments are represented by the following certificates of deposit at Texas First Bank. The certificates of deposit are subjected to automatic renewal.

**a. General Operating Fund**

<u>Certificate #</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Interest Paid To</u>	<u>Balance</u>
30021364	9/17/2020	0.10%	9/17/2020	\$ 199,352.25
30021968	8/20/2020	0.25%	8/19/2020	333,204.76
30021976	8/20/2020	0.25%	8/19/2020	375,946.03
30021885	8/12/2020	0.10%	8/12/2020	371,839.53
30021893	8/12/2020	0.10%	8/12/2020	220,151.32
<b>Total General Fund</b>				<b>\$ <u>1,500,493.89</u></b>

**b. Municipal Services Fund**

<b>Regular</b>				
30021950	8/19/2020	0.25%	8/19/2020	\$ 333,745.82
30022115	8/28/2020	0.25%	8/28/2020	364,973.50
<b>Total Municipal Services</b>				<b>\$ <u>698,719.32</u></b>

**10. Tropical Storm Contingency** - The City of Jamaica Beach is subject to periodic flooding from tropical storms that may enter the area. The City has established a contingency reserve to assist in the cleanup as may be required. Such cleanup costs as incurred are generally reimbursed by the Federal Emergency Management Association (FEMA). On September 13, 2008, the City was struck by Hurricane Ike causing substantial damage to the area. Work was substantially completed for claims for Hurricane Ike in the fiscal year ended September 30, 2012. Some minor items are still pending.

**CITY OF JAMAICA BEACH, TEXAS**  
**NOTES TO THE FINANCIAL STATEMENT**

**11. Capital Lease**

The City entered into a lease purchase agreement with Municipal Asset Management Inc. to purchase three police vehicles in October 2017. The terms and conditions of the lease agreement which include a lease-term of 5 years (greater than 75% of the assets useful life) and a purchase price of \$0 at the end of the lease, qualified the lease as a capital lease agreement. The total cost of the vehicles including upfitting cost for emergency equipment was \$101,551.54. An initial payment of \$39,202.22 was made to cover the down payment of \$27,000 and first lease payment of \$12,202.22. An additional \$18,573.54 was paid to Texas Select Upfitters, LLC to install emergency equipment in the vehicles. The balance on the lease agreement as of September 30, 2020 was \$23,311.16.

**12. Interest included as Direct Expense**

Interest expense of \$1,969.91 from the purchase lease agreement above was included in the direct expense of the Police Department on the government-wide statement of activities at September 30, 2020.

**13. Vacation Accrual**

Employees of the City are entitled to paid vacation and paid sick days depending on length of service. Employees are allowed to accumulate vacation leave at a rate of 10 days for the first year, 15 days at 10 years of service and 20 days at 20 years of service and, upon separation, are paid out of any unused vacation pay at the current pay rate. Accordingly, the following liabilities are recorded as of September 30, 2019:

	<b>Vacation Accrued</b>
City Administration	\$ 6,126.11
Municipal Service	10,521.76
Court	1,104.76
Police	46,343.28
Hotel/Motel	1,433.20
<b>Total Accrued Vacation</b>	<b>\$ 65,529.11</b>

**14. Subsequent Events**

Management has evaluated subsequent events through May 14, 2024, the date the financial statements were available to be issued.





## CITY OF JAMAICA BEACH CITY COUNCIL AGENDA ITEM

MEETING DATE	May 23, 2024	
RESOLUTION or ORDINANCE #		
AGENDA TITLE	City Hall Roof Replacement	
REQUESTING DEPARTMENT	Administration	
PRESENTER	Kendal Francis, City Administrator	
FISCAL INFORMATION	Cost as recommended:	\$25,940
	Budget Line Item:	35100 - \$12,950 17010 - \$12,950
	Balance Available:	
	New Appropriation Required:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
PURPOSE	To approve the agreement with Paez Roofing to replace the City Hall roof.	
BACKGROUND	<p>The roof over the east side of the city hall facility began leaking in January and has been temporarily covered ever since. We submitted an insurance claim &amp; they paid a small settlement. We began soliciting bids for repairs. Each roofing contractor told us that there was far more damage to the entirety of our roof, and that it should all be replaced. We appealed to insurance. It was then that TML realized that they did not carry the roof coverage, but rather it was insured through Texas Windstorm Insurance Association (TWIA). TWIA has finally reinspected the roof and has provided a settlement to replace the entirety of the roof as well as minor repair to metal facia, an exterior wood deck railing and interior damage to ceiling tiles.</p> <p>The total cost of the project is \$51,841.74. Our deductible is \$25,940 which exceeds my spending authority by \$940. To get on the contractor's schedule and the project moving forward, I utilized my emergency spending authority to approve an agreement with Paez Roofing for the roof replacement, as well as the repairs to the facia, deck railing and ceiling tiles.</p>	
TEAM RECOMMENDATION	Approve the recommendation	
REFERENCE DOCUMENTS ATTACHED	TWIA Clain Report Paez Roofing Agreement	





**"We are Roofers"**

**Serving the Greater Houston  
& Gulf Coast Area**



832.576.7272

fax 281.482.8267

email [paezroofing@yahoo.com](mailto:paezroofing@yahoo.com)

<b>Proposal Submitted to:</b> Vilage of Jamaica Beach	<b>Date:</b> 05/03/2024	<b>Phone Number</b> (281) 889-8554
<b>Address</b> 16628A-B San Luis	<b>City, State and Zip Code</b> Jamaica Beach Texas 77554	<b>Work Number</b>

<p><b>Paez Roofing and Siding agrees to the installation of:</b></p> <p>Type of Roofing <u>Architectual Hail</u> <u>Resistant</u> <u>Lifetime Shingle</u></p> <p>Type Ridge Row <input checked="" type="checkbox"/> Standard 3 Tab <input type="checkbox"/> Z-Ridge Color: <u>Weatherwood</u></p> <p>Existing Roof consists of <u>ONE</u> layers of <u>Shingles and Felt</u></p> <p>Tear off <u>ALL</u> layers of <u>Shingles and Underlayment</u></p> <p>Apply Decking: <u>2sheet n/c add 85.00 ea</u></p> <p>Moisture Barrier <input type="checkbox"/> 15 # Felt <input checked="" type="checkbox"/> GAF Felt Buster Synthetic</p>	<p><input checked="" type="checkbox"/> Drip Edge: Galv. _____ Alum. <u>2x4 Drip edge to match</u></p> <p><input checked="" type="checkbox"/> New Valleys <u>Ice and Water Shield</u></p> <p><input checked="" type="checkbox"/> Replace deteriorated externally set roof jackets: <u>Remove and Replace with New</u></p> <p><input type="checkbox"/> Re-flash chimney &amp; wall abutments &amp; sheet metal.</p> <p>Attic Ventilation: <input checked="" type="checkbox"/> Cobra Ridge Vent <input type="checkbox"/> Attic Breeze Solar Vent</p> <p><input checked="" type="checkbox"/> Clean up yard and haul off roofing debris</p> <p><input checked="" type="checkbox"/> Magnetic nail sweep of job site</p> <p><input type="checkbox"/> Special Instructions: <u>WPI8 Included</u> <u>6nails per shingle fo max wind resistance</u> <u>This estiate icludes porch rail panel and</u> <u>Exterior wrk detail as well</u></p>
--	---

By signing this contract, you agree that if roof replacement claim is approved, Paez Roofing will be the contractors to perform the above work for insurance proceeds including applicable supplements and deductibles. **Homeowner is responsible for the deductible only \$ \_\_\_\_\_** Initials \_\_\_\_\_

All material to be specified. All work to be completed in a workmanlike manner according to standard practice. Any alterations or deviation from specification listed below involving extra costs will be executed only upon a written change order and will become an extra charge over and above the amount of this contract. \*WPI8 Certification included when required.

We propose hereby to furnish material and labor complete in accordance with the specifications above for the sum of:  
\$41,713.73 start finished - \$10,128.01 per.ins Dollar \$ 51,841.74

Payment to be made as follows

Limited Warranty: Paez Roofing offers a 7 year coverage of all labor performed.

GAF SYSTEM PLUS WARRANTY

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payments will be made as outlined above.

Submitted by: \_\_\_\_\_  
Date of Acceptance: Mark Paez Signature:

Signature: \_\_\_\_\_





Village of Jamaica Beach  
PO Box 5264  
Jamaica Beach, Texas 77554

Sent by email to: (kfrancis@jamaciabeachtx.gov)

## Important: Response to Your Claim Submission

Date: May 8, 2024  
Insured: Village of Jamaica Beach  
Policy Number: TWCB0000902307  
Claim Number: 1185618

You recently submitted a Commercial claim to Texas Windstorm Insurance Association (TWIA). Please read this document carefully because it provides specific information concerning how your TWIA claim is processed.

After carefully reviewing the details of your claim, we have reached a determination. The enclosed Notice of Claim Acceptance provides important details of our determination which includes any claim payment amount.

We are here to help you through the claims process so you can recover as quickly as possible. If you have any questions or concerns, please contact us.

### Contact Options:

TWIA's Claims Center offers you instant online access to your claim information and services, including the option to message the team handling your claim at [www.twia.org/claimcenter](http://www.twia.org/claimcenter). If you would prefer to speak with us directly, we also have a 24-hour claims customer care line at (800) 788-8247.

### Enclosures:

- Notice of Claim Acceptance
- How to Request Your Recoverable Depreciation
- If and When You Make Repairs
- If You Disagree with the Amount of Loss
- Legal Notice
- Texas Department of Insurance Coastal Bulletin
- Our Estimate of Your Building Repairs

CC: Victor Insurance Managers LLC, Agent (via Agent Portal)

Texas Windstorm Insurance Association  
PO Box 99090 Austin, TX 78709-9090  
(800) 788-8247 | [www.twia.org](http://www.twia.org)





## Notice of Claim Acceptance

Date: May 8, 2024  
Insured: Village of Jamaica Beach  
Policy Number: TWCB0000902307  
Claim Number: 1185618  
Loss Location: 16628A-B San Luis, Galveston, TX 77554

Dear Village of Jamaica Beach:

This letter is to inform you that we accept your Commercial claim in full.

We estimate the amount of loss we will pay in total is \$25,901.74. At this time, we are issuing payment to you totaling \$15,773.73. This represents the amount of loss, less depreciation and deductible.

We received notice from you on April 30, 2024, your property was damaged by windstorm on January 22, 2024. After our investigation and review of available weather information, the date of loss has been changed to January 12, 2024. We confirmed your policy covers the following damage:

- Item 1 – Coverage A – Office Building #1 located at 16628 San Luis, Galveston, TX
  - Roof
  - Wood deck railing on right elevation
  - Metal fascia on rear elevation
  - Kitchen
  - TV break room
  - Bunk room

TWIA's coverage and payment determinations are summarized below:

- Item 1 – Coverage A – Office Building #1 located at 16628 San Luis, Galveston, TX

Full Cost of Repairs or Replacement	\$51,841.74
Less Recoverable Depreciation Withheld	<u>\$10,128.01</u>
Actual Cash Value of Loss	\$41,713.73
Less Deductible	<u>\$25,940.00</u>
Net Claim Payable	\$15,773.73

Please review the enclosed estimate, which explains how we determined the amount of loss. We are mailing your payment separately. It could take 7-10 business days to receive your check. We estimate an additional amount will be needed to complete your repairs and up to \$10,128.01 is available to you under the recoverable depreciation provisions of your policy.



**If you request the recoverable depreciation, you will need to show proof you have paid your deductible.** This can be in the form of a cancelled check(s), money order receipt(s), credit card statement(s), executed installment plan contract(s), or other financing arrangements that require full payment of the deductible over time. No depreciation will be released without proof of payment of your deductible(s).

**How we came up with your claim payment amount:**

- Your claim payment amount is based on an estimate to repair your property, minus the deductible and, depreciation.
- The estimate is based on covered damages we found and any information you gave to us.
- **This is only an estimate of what it will cost to repair your property and it is possible the total cost may be different.**

**Your next steps:**

- Provide our estimate to whomever will perform the work.
- If you agree with the amount of loss, begin the repairs.
- If our estimate appears to be incorrect, contact TWIA and request a supplemental payment. This must be done within 545 days of this notice.
- If additional damage is discovered while making repairs, please contact TWIA. You have one year from the date of loss to present the additional damage claim to TWIA.

**There are mandated timelines associated with disputing the amount of the loss we will pay. See the information below titled “IF YOU DISAGREE WITH THE AMOUNT OF LOSS” for more details.**

If you have questions, please contact us at (800) 788-8247 or [claims@twia.org](mailto:claims@twia.org). You can also visit our claim handling system, “Claims Center,” at [www.twia.org/claimscenter/](http://www.twia.org/claimscenter/) from your computer or mobile device. There, you can send messages, view and upload documents and photographs, and access the details of your claim.

Sincerely,

Doug Tipton  
Examiner | Claim Dept.  
Texas Windstorm Insurance Association  
Direct | (737) 931-0450  
[claims@twia.org](mailto:claims@twia.org)

**Si desea una copia en español por favor de contactarnos en el (800) 788-8247**

Please visit <https://research.net/s/twia> to provide feedback about your claims experience. Your input is valuable and will help us improve our services.

**Texas Windstorm Insurance Association**  
PO Box 99090 Austin, TX 78709-9090  
(800) 788-8247 | [www.twia.org](http://www.twia.org)



## HOW TO REQUEST YOUR RECOVERABLE DEPRECIATION

Replacement Cost Coverage pays the amount actually and necessarily spent to repair or replace the covered damaged property. The amount of recoverable depreciation you can receive is limited to the replacement cost. To submit your request for recoverable depreciation, please send us a copy of all paid invoices, bills, receipts, and proof of deductible payment showing the amounts you have paid. Your documentation for the cost and completion of repairs must be received within 545 days of the date that you receive this notice. We will issue the additional amounts owed no later than 40 days after receiving your documentation.





## IF AND WHEN YOU MAKE REPAIRS

Whether or not you ultimately have a covered claim, you may need to make permanent repairs related to the structure(s) that require a Certificate of Compliance. Policyholders are responsible for the costs incurred in obtaining a Certificate of Compliance.

Without a Certificate of Compliance, TWIA cannot confirm the structure(s) meets the windstorm building code for the area, and the structure may be considered ineligible for coverage.

### To be eligible for insurance through TWIA:

- Many structural repairs must be certified by the Texas Department of Insurance (TDI) or a Texas licensed professional engineer.
- TDI issues Certificates of Compliance (WPI-8) for repairs that are in progress. See TDI's website for more information, including a list of repairs that do not need certification:

[www.tdi.texas.gov/wind/index.html](http://www.tdi.texas.gov/wind/index.html)

#### **TDI contact information**

Phone: (800) 248-6032

Email: [windstorm@tdi.texas.gov](mailto:windstorm@tdi.texas.gov)

Mail: TDI Windstorm Inspections Program, P.O. Box 149104, Austin, TX 78714-9104

- TDI also issues Certificates of Compliance (WPI-8C) for repairs that have been completed. See their website for more information: [www.twia.org/windstorm-certification](http://www.twia.org/windstorm-certification)
- For other information about TWIA eligibility, see our website: [www.twia.org/coverage-eligibility](http://www.twia.org/coverage-eligibility)



## IF YOU DISAGREE WITH THE AMOUNT OF LOSS

We want you to understand our determination regarding your claim. You may request a detailed summary of how we determined the amount of loss we will pay. The amount of loss may include the cost to repair or replace covered property, business income loss, business personal property loss, and other covered loss. To request additional information, please contact us at [www.twia.org/claimscenter](http://www.twia.org/claimscenter). You may also call us at (800) 788-8247 or email us at [claims@twia.org](mailto:claims@twia.org). Please include your claim number, name, and contact information on all communications.

In order to dispute the amount of loss, please follow the procedures in the following pages regarding the mandated dispute resolution process, which is called "appraisal."

### **Appraisal**

Appraisal is a formal process to handle disputes over the amount of a covered loss. In an appraisal, you and TWIA will each hire an independent person to determine the amount of the loss payable under the policy. Please be aware you will share the costs of the appraisal process equally with TWIA.

If the two appraisers cannot agree regarding the amount of the loss, the appraisers will submit their differences to an umpire they choose. If the appraisers cannot agree on an umpire, then the Commissioner of Insurance will choose the umpire. The final appraisal decision is binding on you and us.

### **How to request appraisal**

1. **Submit a request.** Call your examiner to request appraisal, or send your request via email to TWIA at [claims@twia.org](mailto:claims@twia.org), or mail to TWIA at PO Box 99090, Austin, TX 78709-9090, Attention: Appraisal Request.
2. **Follow deadlines for appraisal.**
  - You have 60 days from the date you receive this notice to demand appraisal on the amount of loss that TWIA will pay
  - If you have replacement cost coverage, you may still request appraisal for qualifying items up to the 545-day deadline to provide documentation of cost and completion of repairs.
  - You may request appraisal regardless of whether repairs have been completed or not.

You may request the 60-day period to request appraisal be extended for 30 days. You will need to file a written request with TWIA demonstrating good cause for why the period should be extended within 75 days of your receipt of this notice. **If you do not request appraisal within the deadline, you waive your right to contest TWIA's determination of the amount of loss.**

The Texas Department of Insurance has established the Coastal Outreach and Assistance Services Team (COAST) Program to assist consumers with understanding the TWIA claim process. To obtain assistance from the COAST Program, please refer to the COAST Program website at [www.tdi.texas.gov/consumer/COAST](http://www.tdi.texas.gov/consumer/COAST); email [ConsumerProtection@tdi.state.tx.us](mailto:ConsumerProtection@tdi.state.tx.us); call toll-free 1-855-

**Texas Windstorm Insurance Association**  
PO Box 99090 Austin, TX 78709-9090  
(800) 788-8247 | [www.twia.org](http://www.twia.org)



352-6278; or write to COAST Program -- MC 111-1A, Texas Department of Insurance, P.O. Box 149091, Austin, TX 78714-9091.

**El Departamento de Seguros de Texas ha establecido el Programa de Alcance Comunitario y Servicios de Asistencia para el Área Costera (Coastal Outreach and Assistance Services Team (COAST) Programa, por su nombre y siglas en inglés) para ayudar a los consumidores a entender el proceso de las reclamaciones de TWIA. Para obtener ayuda del Programa COAST, visite el sitio Web del Programa COAST en [www.tdi.texas.gov/consumer/COAST](http://www.tdi.texas.gov/consumer/COAST); por medio de correo electrónico a [ConsumerProtection@tdi.state.tx.us](mailto:ConsumerProtection@tdi.state.tx.us); o llame gratis el 1-855-352-6278; o escriba al Programa COAST -- MC 111-1A, Texas Department of Insurance, P.O. Box 149091 Austin, TX 78714-9091.**





## LEGAL NOTICE

TWIA's evaluation was intended to establish the coverage available to you under your policy, if any, for the damage you reported. Those actions shall not in any way change, waive, invalidate, or forfeit any of the terms, conditions, or requirements of the policy or any of your rights or the rights of TWIA under the policy. No express or implied waiver of rights should be inferred from this letter or our attempts to investigate the claim. TWIA expressly reserves all rights under the policy, at law and in equity whether or not expressly identified in this letter.



## Building or repairing a home on the Texas coast?

### You might need an inspection to get wind and hail insurance

If you're building or repairing a home on the Texas coast, you'll likely need an inspection to buy or keep coverage through the Texas Windstorm Insurance Association (TWIA).

The inspection verifies that the project meets building codes and can withstand high winds and hail.

### Who needs an inspection?

You must have an inspection if you're building a new house, making major repairs or additions, or repairing or replacing your roof in any of Texas' 14 coastal-area counties. (See map at right.)



### Call TDI before you begin work.

A Texas Department of Insurance (TDI) windstorm inspector might be able to inspect your project for free. Call our Windstorm Inspections Office at **1-800-248-6032**, option 4.

Depending on the type of project, you might have to hire a TDI-approved inspector or licensed engineer to do the inspection.

### Learn more.

Learn more about windstorm inspections at [www.tdi.texas.gov/wind](http://www.tdi.texas.gov/wind).

Learn more about TWIA coverage and inspections at [twia.org](http://twia.org) or by calling **1-800-788-8247**.

**TDI** | Texas Department of Insurance

## ¿Va a construir o reparar una casa en la costa de Texas?

### Usted podría necesitar una inspección para obtener un seguro contra ventarrones y granizo

Si va a construir o reparar una casa en la costa de Texas, lo más probable es que necesite una inspección para comprar o para mantener una cobertura a través de la Asociación de Seguros Contra Tormentas de Texas (Texas Windstorm Insurance Association -TWIA).

La inspección verifica que el proyecto cumpla con los códigos inmobiliarios y que puede soportar fuertes vientos y granizo.

### ¿Quién necesita obtener la inspección?

Usted debe obtener una inspección si está construyendo una nueva casa, o si va a realizar reparaciones o ampliaciones grandes, o si va a reparar o reemplazar su techo en cualquiera de los 14 condados de la zona costera de Texas. (Consulte el mapa a la derecha).



### Llame a TDI antes de comenzar el trabajo.

Un inspector especializado en tormentas del Departamento de Seguros de Texas (Texas Department of Insurance -TDI) podría inspeccionar su proyecto de forma gratuita. Llame a nuestra Oficina de Inspecciones por Tormentas (Windstorm Inspections Office) al **1-800-248-6032**, opción 4.

Dependiendo del tipo de proyecto, es posible que usted deba contratar a un inspector aprobado por TDI o a un ingeniero con licencia para que realice la inspección.

### Obtenga más información.

Obtenga más información sobre las inspecciones por tormentas en [www.tdi.texas.gov/wind](http://www.tdi.texas.gov/wind).

Obtenga más información sobre las inspecciones y cobertura de TWIA en [twia.org](http://twia.org) o **1-800-788-8247**.

**TDI** | Departamento de Seguros de Texas

cb002E5



## Eberl Claims Service

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3900 S Wadsworth Blvd, Suite 800  
Lakewood, CO 80235  
(800) 607-3604 - Phone  
(303) 986-2776 - Fax

Insured: Village of Jamaica Beach  
Property: 16628A-B San Luis  
Galveston, TX 77554  
Home: PO Box 5264  
Jamaica Beach, TX 77554

Claim Rep.: TWIA

Business: (512) 899-4900

Estimator: Chuck Morris  
Company: Eberl's Claim Service  
Business: 3900 S Wadsworth Blvd Ste 800  
Lakewood, CO 80235

Cellular: (830) 583-6609  
E-mail: cm78113@yahoo.com

**Claim Number:** 1185618

**Policy Number:** TWCB0000902307

**Type of Loss:** Wind

Date Contacted: 5/1/2024 12:00 PM  
Date of Loss: 1/12/2024 12:00 AM  
Date Inspected: 5/2/2024 1:00 PM  
Date Est. Completed: 5/6/2024 6:52 PM

Date Received: 4/30/2024 12:00 AM  
Date Entered: 4/30/2024 5:28 PM

Price List: TXGA8X\_MAY24  
Restoration/Service/Remodel  
Estimate: VILLAGE\_OF\_JAMAICA\_1





## Eberl Claims Service

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3900 S Wadsworth Blvd, Suite 800  
Lakewood, CO 80235  
(800) 607-3604 - Phone  
(303) 986-2776 - Fax

### **Estimate to Repair or Replace Your Covered Damage**

The enclosed estimate is the result of TWIA's initial assessment of your claim. It represents the anticipated cost for repairing or replacing the damage covered by your TWIA policy.

As this is an estimate, you may need to update TWIA if additional damages are discovered or if there is a discrepancy in the price or scope of the repair work outlined in this document. If you disagree with the scope, method, or price of repairs in the estimate, please contact your claim examiner as soon as possible and *before* repairs are completed.

**Making Repairs/Mitigating Your Loss:** Now that TWIA has completed our initial evaluation, you should make repairs as soon as possible to prevent further damage to your property.

It is your responsibility to talk to qualified contractors who are willing to perform your repairs and ask them to provide you with a detailed estimate. You may provide your contractor with a copy of the enclosed estimate. Neither TWIA nor its representatives are responsible for your repairs or contractor selections.

**TWIA Eligibility:** If you are a TWIA policyholder, some repairs may require an inspection by a Texas Department of Insurance-appointed qualified inspector or an engineer as a condition of maintaining coverage. Any costs associated with the windstorm inspection process are not covered under the TWIA insurance policy. Visit [www.tdi.texas.gov/wind](http://www.tdi.texas.gov/wind) for more information on obtaining the proper inspections.

**Code Upgrade Requirements:** Initial estimates typically do not include city or county code upgrade requirements. The cost associated with code upgrades may be covered depending on the terms of your policy. Please discuss any code upgrade issues with your claim examiner.

**Deductible:** The deductible is your financial share of the loss. TWIA will not issue a payment if the loss does not exceed your deductible.

It is your responsibility to document your payment of the deductible to service providers. TWIA may request proof of your deductible payment when reviewing your request for any replacement cost coverage, if this coverage is included in your policy. *Important: It is illegal for contractors to offer to waive a deductible or promise a rebate for all or part of a deductible.*

**Learn More About the Claims Process:** Please visit [www.twia.org/claimscenter](http://www.twia.org/claimscenter) if you have a TWIA policy.



**Eberl Claims Service**

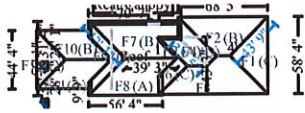
3900 S Wadsworth Blvd, Suite 800  
 Lakewood, CO 80235  
 (800) 607-3604 - Phone  
 (303) 986-2776 - Fax

**VILLAGE\_OF\_JAMAICA\_1**

**16628A-B San Luis**

**Exterior**

**Roof**



10842.90 Surface Area  
 538.66 Total Perimeter Length  
 358.10 Total Hip Length  
 108.43 Number of Squares  
 99.28 Total Ridge Length

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
1. Tear off, haul and dispose of comp. shingles - Laminated	108.43 SQ	64.97	0.00	0.00	7,044.70	(0.00)	7,044.70
2. Remove Additional charge for high roof (2 stories or greater)	108.43 SQ	6.29	0.00	0.00	682.02	(0.00)	682.02
3. Roofing felt - 15 lb.	108.43 SQ	32.31	0.00	0.00	3,503.37	(660.34)	2,843.03
4. R&R Drip edge	538.66 LF	3.08	0.00	0.00	1,659.08	(267.79)	1,391.29
5. Asphalt starter - universal starter course	538.66 LF	1.89	0.00	0.00	1,018.07	(226.24)	791.83
6. Laminated - comp. shingle rfg. - w/out felt	115.00 SQ	254.25	0.00	0.00	29,238.75	(7,996.53)	21,242.22
Auto Calculated Waste: 6.1%, 6.57SQ							
Options: Valleys: Closed-cut (half laced), Include eave starter course: No, Include rake starter course: No, Exposure - Hip/Valley/Starter: 5 5/8", Bundle Rounding: 0.2%, 0.17SQ - (included in waste calculation above)							
7. Additional charge for high roof (2 stories or greater)	108.43 SQ	18.81	0.00	0.00	2,039.57	(0.00)	2,039.57
8. R&R Continuous ridge vent - shingle-over style	80.00 LF	10.75	0.00	0.00	860.00	(160.46)	699.54
9. R&R Hip / Ridge cap - Standard profile - composition shingles	457.38 LF	8.38	0.00	0.00	3,832.84	(679.21)	3,153.63
10. R&R Flashing - pipe jack - lead	2.00 EA	88.53	0.00	0.00	177.06	(42.63)	134.43
<b>Totals: Roof</b>			<b>0.00</b>	<b>0.00</b>	<b>50,055.46</b>	<b>10,033.20</b>	<b>40,022.26</b>

**Right Elevation**

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
11. R&R Deck guard rail - treated lumber	4.00 LF	40.13	0.00	32.10	192.62	(35.91)	156.71
<b>Totals: Right Elevation</b>			<b>0.00</b>	<b>32.10</b>	<b>192.62</b>	<b>35.91</b>	<b>156.71</b>

**Rear Elevation**



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DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
12. R&R Fascia - metal - 6"	68.42 LF	6.91	0.00	94.56	567.34	(54.39)	512.95
<b>Totals: Rear Elevation</b>			<b>0.00</b>	<b>94.56</b>	<b>567.34</b>	<b>54.39</b>	<b>512.95</b>

<b>Total: Exterior</b>			<b>0.00</b>	<b>126.66</b>	<b>50,815.42</b>	<b>10,123.50</b>	<b>40,691.92</b>
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**Interior**

**Kitchen**

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
13. R&R Suspended ceiling tile - 2' x 2'	8.00 SF	2.94	0.00	4.70	28.22	(1.27)	26.95
14. R&R Batt insulation - 10" - R30 - unfaced batt	8.00 SF	2.06	0.00	3.28	19.76	(0.98)	18.78
<b>Totals: Kitchen</b>			<b>0.00</b>	<b>7.98</b>	<b>47.98</b>	<b>2.25</b>	<b>45.73</b>

**TV Room**

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
15. R&R Suspended ceiling tile - 2' x 2'	4.00 SF	2.94	0.00	2.34	14.10	(0.64)	13.46
16. R&R Batt insulation - 10" - R30 - unfaced batt	4.00 SF	2.06	0.00	1.64	9.88	(0.49)	9.39
<b>Totals: TV Room</b>			<b>0.00</b>	<b>3.98</b>	<b>23.98</b>	<b>1.13</b>	<b>22.85</b>

**Bunk Room**

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
17. R&R Suspended ceiling tile - 2' x 2'	4.00 SF	2.94	0.00	2.34	14.10	(0.64)	13.46
18. R&R Batt insulation - 10" - R30 - unfaced batt	4.00 SF	2.06	0.00	1.64	9.88	(0.49)	9.39
<b>Totals: Bunk Room</b>			<b>0.00</b>	<b>3.98</b>	<b>23.98</b>	<b>1.13</b>	<b>22.85</b>

<b>Total: Interior</b>			<b>0.00</b>	<b>15.94</b>	<b>95.94</b>	<b>4.51</b>	<b>91.43</b>
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**Debris Removal**





**Eberl Claims Service**

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 (303) 986-2776 - Fax

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
19. Haul debris - per pickup truck load - including dump fees Allowance for haul off of non roofing related debris.	1.00 EA	164.16	0.00	32.84	197.00	(0.00)	197.00
<b>Totals: Debris Removal</b>			<b>0.00</b>	<b>32.84</b>	<b>197.00</b>	<b>0.00</b>	<b>197.00</b>
<b>Total: 16628A-B San Luis</b>			<b>0.00</b>	<b>175.44</b>	<b>51,108.36</b>	<b>10,128.01</b>	<b>40,980.35</b>

**Labor Minimums Applied**

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	O&P	RCV	DEPREC.	ACV
20. Acoustic ceiling tile labor minimum	1.00 EA	320.57	0.00	64.12	384.69	(0.00)	384.69
21. Insulation labor minimum	1.00 EA	126.42	0.00	25.28	151.70	(0.00)	151.70
22. Framing labor minimum	1.00 EA	111.24	0.00	22.24	133.48	(0.00)	133.48
23. Siding labor minimum	1.00 EA	27.02	0.00	5.40	32.42	(0.00)	32.42
<b>Totals: Labor Minimums Applied</b>			<b>0.00</b>	<b>117.04</b>	<b>702.29</b>	<b>0.00</b>	<b>702.29</b>
<b>Line Item Totals: VILLAGE_OF_JAMAICA_1</b>			<b>0.00</b>	<b>292.48</b>	<b>51,810.65</b>	<b>10,128.01</b>	<b>41,682.64</b>

Additional Charges	Charge
Permit	25.91
<b>Additional Charges Total</b>	<b>\$25.91</b>

**Grand Total Areas:**

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
7,464.18 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
12,138.25 Surface Area	121.38 Number of Squares	706.95 Total Perimeter Length
99.28 Total Ridge Length	358.10 Total Hip Length	



## Eberl Claims Service

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3900 S Wadsworth Blvd, Suite 800  
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(800) 607-3604 - Phone  
(303) 986-2776 - Fax

### Summary for 1A: Coverage A

Line Item Total	51,518.17
Permit	25.91
	<hr/>
Subtotal	51,544.08
Overhead	148.83
Profit	148.83
	<hr/>
<b>Replacement Cost Value</b>	<b>\$51,841.74</b>
Less Depreciation	(10,128.01)
	<hr/>
<b>Actual Cash Value</b>	<b>\$41,713.73</b>
Less Deductible	(25,940.00)
	<hr/>
<b>Net Claim</b>	<b>\$15,773.73</b>
	<hr/> <hr/>
Total Recoverable Depreciation	10,128.01
	<hr/>
<b>Net Claim if Depreciation is Recovered</b>	<b>\$25,901.74</b>
	<hr/> <hr/>

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Chuck Morris



## Eberl Claims Service

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3900 S Wadsworth Blvd, Suite 800  
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### Recap of Taxes, Overhead and Profit

	Overhead (10%)	Profit (10%)
Line Items	146.24	146.24
Additional Charges	2.59	2.59
<b>Total</b>	<b>148.83</b>	<b>148.83</b>





## Eberl Claims Service

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### Recap by Room

Estimate: VILLAGE\_OF\_JAMAICA\_1

Area: 16628A-B San Luis

Area: Exterior

Roof	50,055.46	97.16%
Right Elevation	160.52	0.31%
Rear Elevation	472.78	0.92%

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Area Subtotal: Exterior

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50,688.76 98.39%

Area: Interior

Kitchen	40.00	0.08%
TV Room	20.00	0.04%
Bunk Room	20.00	0.04%

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Area Subtotal: Interior

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80.00 0.16%

Debris Removal

164.16 0.32%

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Area Subtotal: 16628A-B San Luis

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50,932.92 98.86%

Labor Minimums Applied

585.25 1.14%

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Subtotal of Areas

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51,518.17 100.00%

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Total

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51,518.17 100.00%



## Eberl Claims Service

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### Recap by Category with Depreciation

<b>O&amp;P Items</b>	<b>RCV</b>	<b>Deprec.</b>	<b>ACV</b>
ACOUSTICAL TREATMENTS	367.61	2.55	365.06
GENERAL DEMOLITION	164.16		164.16
FRAMING & ROUGH CARPENTRY	271.76	35.91	235.85
INSULATION	159.38	1.96	157.42
SIDING	27.02		27.02
SOFFIT, FASCIA, & GUTTER	472.78	54.39	418.39
<b>O&amp;P Items Subtotal</b>	<b>1,462.71</b>	<b>94.81</b>	<b>1,367.90</b>
<b>Non-O&amp;P Items</b>	<b>RCV</b>	<b>Deprec.</b>	<b>ACV</b>
ROOFING	50,055.46	10,033.20	40,022.26
<b>Non-O&amp;P Items Subtotal</b>	<b>50,055.46</b>	<b>10,033.20</b>	<b>40,022.26</b>
<b>O&amp;P Items Subtotal</b>	<b>1,462.71</b>	<b>94.81</b>	<b>1,367.90</b>
Permits and Fees	25.91		25.91
Overhead	148.83		148.83
Profit	148.83		148.83
<b>Total</b>	<b>51,841.74</b>	<b>10,128.01</b>	<b>41,713.73</b>



## CITY OF JAMAICA BEACH CITY COUNCIL AGENDA ITEM

MEETING DATE	May 23, 2024	
RESOLUTION or ORDINANCE #		
AGENDA TITLE	Bulkhead Repair Discussion	
REQUESTING DEPARTMENT	Administration	
PRESENTER	Robert Quintero, Operations Director	
FISCAL INFORMATION	Cost as recommended:	\$156,000
	Budget Line Item:	13018 - \$10,000 50060 - \$160,000
	Balance Available:	\$170,000
	New Appropriation Required:	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
PURPOSE	To discuss a project to rebuild the bulkhead at the wastewater treatment plant.	
BACKGROUND	The bulkhead along the north edge of the wastewater treatment plant property is failing. We solicited bids for repair / replacement of approximately 130' of bulkhead. Additionally, we asked for bids to excavate & inspect the tiebacks on the northern most part of the east bulkhead. As well as potentially raising the southern part of the east bulkhead to the same height as the norther part.	
TEAM RECOMMENDATION		
REFERENCE DOCUMENTS ATTACHED	Bids	



Mabe's Bulkhead & Piling serv. Inc

2213 wimcrest dr

**Galveston tx , 77551**

**Tel. -409-526-9555**

Email-mabesblkheads@yahoo.com

City Of Jamaica Beach

JOB SITE: Marina Dr

Jamaica Beach Tx, 77551

**Excavate 220 lineal ft 4-5 ft in depth behind existing bulkhead set filter cloth pack with discussed aggerate @\$125.00 per lineal ft \$27,500.00**

**Raise concrete cap 220' X 12" \$19,800.00**

**Inspect tiebacks, \$800.00 new per tieback/deadman replacement (open)**

**Total \$47,300.00**

All construction material shall be conform to City of Jamaica Building Code . Any obstructions beneath surface will be subject to additional charge. Any miscellaneous task, labor, material etc; will be discussed and contracted (time, labor, equipment). Removal of any items (i.e. shrubs, trees, etc) to provide access for Bulkhead installation are responsibility of the owner. Fill material will be billed @\$300.00 per load delivered handled and graded, at final invoice

Owner shall notify contractor of any sprinkler systems, water lines, phone lines, underground cables or any other objects that may be damaged in demolition or removal of concrete areas listed above. Contractor is not responsible for replacement or repair of these items. Contractor is not responsible for planting of grass or any landscaping other than leveling the fill materials.

\*\*\*\*\***(Bid/proposal to be voided 7 days from 12/07/2023)**\*\*\*\*\*

City Of Jamaica Beach  
Marina Drive  
Jamaica Beach Tx, 77554

Payment will be due and payable to Mabe's Bulkhead & Piling Services 2213 Wimcrest Galveston Tx, 77554 as shown below. Acceptance of this proposal shall constitute a binding contract between you as owner and Mabe's Bulkhead and Piling Services as contractor.  
Payment schedule:

1 <sup>st</sup> payment due when aggerate is packed	\$15,766.66
2 <sup>nd</sup> payment due when Tieback/Deadmen are installed	To be Discussed
3 <sup>rd</sup> payment due when Cap is formed	\$15,766.66
4 <sup>th</sup> payment due when cap is poured	\$15,766.66+fill material

Total Amount due \$47,300.00

Respectfully submitted

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Mabe's Bulkhead An Piling Services

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## ACCEPTANCE OF PROPOSAL

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

Owner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact #'s \_\_\_\_\_

Payments shall be paid in full no later than 5 days after invoice is sent. A \$500.00 per day late fee will apply to invoice. Final Invoice will include fill material and any task contracted, not stated in proposal

\*\*\*\*\*  
\*\*\*\*\*(Any changes of order will be subject to additional charges)\*\*\*\*\*  
\*\*\*\*\*

Mabe's Bulkhead & Piling serv. Inc

2213 wimcrest dr

**Galveston tx , 77551**

**Tel. -409-526-9555**

Email-mabesblkheads@yahoo.com

\_\_\_\_\_  
City Of Jamaica Beach

\_\_\_\_\_  
JOB SITE: Marina Dr

\_\_\_\_\_  
Jamaica Beach Tx, 77551

**Remove and dispose 130 lineal ft existing Concrete Bulkhead @\$500.00 per ft**

**\$65,000.00**

**Replace removed Bulkhead with new concrete bulkhead**

**(14' in length Panels) @\$700.00 per lineal Ft**

**\$91,000.00**

**Total \$156,000.00**

All construction material shall be conform to City of Jamaica Building Code . Any obstructions beneath surface will be subject to additional charge. Any miscellaneous task, labor, material etc; will be discussed and contracted (time, labor, equipment). Removal of any items (i.e. shrubs, trees, etc) to provide access for Bulkhead installation are responsibility of the owner. Fill material will be billed @\$300.00 per load delivered handled and graded, at final invoice

Owner shall notify contractor of any sprinkler systems, water lines, phone lines, underground cables or any other objects that may be damaged in demolition or removal of concrete areas listed above. Contractor is not responsible for replacement or repair of these items. Contractor is not responsible for planting of grass or any landscaping other than leveling the fill materials.

\*\*\*\*\***(Bid/proposal to be voided 7 days from 12/07/2023)**\*\*\*\*\*



City Of Jamaica Beach  
Marina Drive  
Jamaica Beach Tx, 77554

Payment will be due and payable to Mabe's Bulkhead & Piling Services 2213 Wimcrest Galveston Tx, 77554 as shown below. Acceptance of this proposal shall constitute a binding contract between you as owner and Mabe's Bulkhead and Piling Services as contractor.  
Payment schedule:

1 <sup>st</sup> payment due when Panels are poured	\$39,000.00
2 <sup>nd</sup> payment due when existing bulkhead is removed	\$39,000.00
3 <sup>rd</sup> payment due when panels are installed	\$39,000.00
4th payment due when cap is poured	\$39,000.00+fill material

Total Amount due \$156,000.00

Respectfully submitted

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Mabe's Bulkhead An Piling Services

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## ACCEPTANCE OF PROPOSAL

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

Owner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact #'s \_\_\_\_\_

Payments shall be paid in full no later than 5 days after invoice is sent. A \$500.00 per day late fee will apply to invoice. Final Invoice will include fill material and any task contracted, not stated in proposal  
\*\*\*\*\* (Any changes of order will be subject to additional charges) \*\*\*\*\*



May 9, 2024

City of Jamaica Beach  
16628 San Luis Pass  
Jamaica Beach, TX 77554

Attention: Robert Quintero

Reference: Jamaica Beach Bulkhead Replacement

Subject: Price Proposal  
TIPS 211001

Dear Mr. Quintero,

Basic IDIQ Inc. is pleased for the opportunity to submit this proposal for the noted work and will be looking forward to hearing from you in the near future. Please contact me directly at any time if any clarifications or if further information is needed.

Respectfully,

A handwritten signature in black ink, appearing to read 'Nik Mitchell', is written over a light blue horizontal line.

Nikolaus Mitchell  
Project Manager  
Basic IDIQ, Inc  
832-334-6692  
nmitchell@basicidiq.com

Attachments:  
Scope of Work  
Estimate  
Cost Summary

**SCOPE OF WORK**  
**City of Jamaica**  
**Headwall Replacement**  
**5/9/24**

**GENERAL:**

This project provides for the renovations at the City of Jamaica.

**1.0 SCOPE OF WORK:**

In accordance with this scope of work and provided drawings, all labor, materials, supervision, equipment, insurance, taxes, overhead, and all other things or services necessary to furnish and install components and systems to provide for the renovation of the affected areas as indicated herein.

Work includes but is not limited to the following:

**1.1 Headwall Replacement**

**1.1.1 Excavation/Demo:**

Work includes but is not limited to the following:

- 1) Excavate a relief trench behind the headwall and for Deadman wall
- 2) Demo existing headwall
- 3) Haul off all debris and materials

**1.1.2 Installation:**

Work includes but is not limited to the following:

- 1) Prep and install a wooden drive guide along headwall
- 2) Provide and drive Truline vinyl U-Channel form where new headwall is to be installed
- 3) Provide and install rebar within U-Channel forms
- 4) Prep, form and pour concrete in U-Channel forms
- 5) Prep, form and pour concrete pile cap along headwall
- 6) Prep, form and pour Deadman anchor wall along new headwall
- 7) Provide and install tie rods from new anchor wall to new headwall
- 8) Backfill around anchor wall
- 9) Maintain clean work area throughout project and perform final clean after

**2.0 DRAWINGS AND SPECIFICATIONS:**

None

**2.1 DRAWING AND SKETCHES:**

See Attached Sketches.

**2.2 SPECIFICATIONS:**



Work shall be performed per the requirements of the latest edition of the applicable local, state and federal codes and standards.

**3.0 SUBMITTALS:**

Subcontractor shall submit the indicated number of copies of each required submittal. Submittals shall be submitted and approved prior to incorporating that material or activity into the project. Submittals required by specification and/or drawings shall be made regardless of whether or not they are listed on this schedule.

**3.1 SUBMITTAL TYPE AND DESCRIPTION OUTLINE:**

Type	Description	Type	Description
A	Shop Drawings	G	Application Instructions
B	Manufacturer's Catalog Cuts/Data	H	Operations & Maintenance (O&M) Manuals
C	Certificate/Certification	I	Color Samples
D	Performance Test Reports	J	Red Line Drawings
E	Sample of Testing		
F	Notification of Sample Availability		

**3.2 PROJECT SUBMITTAL REQUIREMENTS:**

Required Submittal	Quantity	Due Date	Type
Concrete Mix Design	1		B, C, D

**4.0 SPECIAL CONSIDERATIONS:**

Special considerations are applicable to this project as outlined in the following:

- 4.1 BASIC IDIQ, Inc. will contact the client project manager for equipment outages as required. Basic will provide a minimum of two (2) working day(s) notice for proper outage coordination.
- 4.2 Normal working hours for this project is 0700 to 1700. Working outside of standard hours or on weekends and holidays will be coordinated and approved by the owner/client. Proposed numbers do include some premium time hours.
- 4.3 All work performed shall be in accordance with the applicable requirements of the latest edition of the Occupational Safety and Health Act (OSHA), Basic IDIQ, Inc. Safety Manual and Client procedures as applicable.
- 4.4 Work areas will be maintained in a clean and orderly manner with materials, tools, and equipment properly stored and utilized to prevent hazards for worker and incidental personnel in the area. Provide barricades, signs, and other devices as necessary to ensure facility occupants are notified and shielded from dangers that work areas may pose

4.8 Work activities and installations are subject to in process inspections and completion inspections by the Client personnel. No "hold points" are imposed on this project; however, items/materials installed which are not accessible after installation may be subject to rework if verification of acceptable installation is not possible

4.9 Owner property will be properly protected from damage by construction activities.

4.1.2 Please note that this proposal is good for 30 days unless extension is agreed by Basic IDIQ, Inc.

## 5.0 Exclusions:

All exclusions are applicable to this project as outlined in the following:

- 1) Anything not specifically stated in this SOW.
- 2) Abatement or remediation of any kind.
- 3) Electrical, HVAC, life systems or plumbing of any kind.
- 4) Additional repairs to any other part of the headwall or surrounding areas not in this SOW.
- 5) 3<sup>rd</sup> party inspections.
- 6) Permits.
- 7) Removal of any trees or foliage.
- 8) Install or maintenance of sod or foliage of any kind.
- 9) After-hours or holiday work.



CostWorks 2024 Quarter 2 - City of Jamaica Beach Bulkhead Replacement

Qty	CSI Number	Description	Unit	Bare Mat	Bare Labor	Bare Equip.	Total	Total Incl. O&P	Zip Code Prefix	Type	Release	Note	
2.000	01543 380 0200	Marine equipment rental, barge, 400 ton, 30' wide x 90' long	Month	0.00	0.00	23,000.00	23,000.00	25,300.00	775	R and R	2024 Qtr 2	Barge for placing wood drive guides at wall replacement	
2.000	01543 650 1400	Mobilization or demobilization, delivery charge for equipment, hauled on 20-ton capacity towed trailer	Ea.	0.00	610.00	494.00	1,104.00	1,500.00	775	R and R	2024 Qtr 2	Mob and demob of excavator	
163.000	02411 919 2005	Selective demolition, rubbish handling, 0'-50' haul, load, dump and return, wheeled, cost to be added to demolition cost	C.Y.	0.00	2,860.65	0.00	2,860.65	4,564.00	775	R and R	2024 Qtr 2	Hauling of debris	
234.000	02411 920 0100	Selective demolition, dump charges, typical urban city, building construction materials, includes tipping fees only	Ton	20,709.00	0.00	0.00	20,709.00	18,252.00	775	R and R	2024 Qtr 2	Dump fees	
95.000	03050 510 0060	Selective concrete demolition, reinforcing 1% - 2% of cross-sectional area, break up into small pieces, excludes stoning, bracing, saw or torch cutting, loading, hauling, dumping	C.Y.	0.00	7,267.50	1,995.00	9,262.50	13,680.00	775	R and R	2024 Qtr 2	Demo of existing headwall	
41,638.000	03211 160 0702	Reinforcing steel, in place, walls, #3 to #7, A615, grade 60, incl labor for accessories, excl material for accessories	Lb.	23,733.66	7,911.22	0.00	31,644.88	37,890.58	775	R and R	2024 Qtr 2	Reinforcement for Deadman wall and Trulline wall	
95.000	03311 335 0200	Structural concrete, ready mix, heavyweight, 3500 psi, includes local aggregate, sand, Portland cement (Type I) and water, delivered, excludes all additives and treatments	C.Y.	16,340.00	0.00	0.00	16,340.00	17,860.00	775	R and R	2024 Qtr 2	Concrete for Trulline forms and pile cap	
12.000	03311 370 4000	Structural concrete, placing, pile caps, direct chute, over 10 CY, includes leveling (strike off) & consolidation, excludes material	C.Y.	0.00	90.00	3.36	93.36	145.80	775	R and R	2024 Qtr 2	Placing of pile cap	
95.000	03311 370 5350	Structural concrete, placing, walls, pumped, 15" thick, includes leveling (strike off) & consolidation, excludes material	C.Y.	0.00	1,767.00	703.00	2,470.00	3,562.50	775	R and R	2024 Qtr 2	Placing of concrete in Trulline forms	
3,150.000	03351 330 0200	Concrete finishing, fresh concrete flatwork, floors, basic finishing for unspecified flatwork, bull float, manual float & manual steel trowel, excl placing, striking off & consolidating	S.F.	0.00	2,142.00	0.00	2,142.00	3,370.50	775	R and R	2024 Qtr 2	Finishing of pile cap	
1.000	03811 650 0890	Selective demolition, concrete cutting, wall, minimum labor/equipment charge	Job	0.00	290.00	655.00	945.00	1,175.00	775	R and R	2024 Qtr 2	For removal of existing headwall	
28.000	31231 613 0500	Excavating, trench or continuous footing, common earth, 3/4 C.Y. excavator, 6' to 10' deep, excludes sheeting or dewatering	B.C.Y.	0.00	98.00	106.40	204.40	270.20	775	R and R	2024 Qtr 2	Excavation of soils	
11.900	31411 610 0020	Sheet piling, steel, 22 psf, 15' excavation, per ton, left in place, excludes wales	Ton	36,890.00	3,808.00	4,284.00	44,982.00	51,467.50	775	R and R	2024 Qtr 2	Trulline vinyl u-channel forms	
17.500	31411 610 3000	Sheet piling, steel, tie rod, not upset, with turnbuckle, 1-1/2" to 4", excludes wales	Ton	48,562.50	0.00	0.00	48,562.50	53,375.00	775	R and R	2024 Qtr 2	Tie rods for deadman anchor wall system	
1,700.000	31411 610 3910	Sheet piling, wood, solid sheeting, 8' deep excavation, drive, extract and salvage, includes wales, braces and spacers	S.F.	3,434.00	8,840.00	1,411.00	13,685.00	19,380.00	775	R and R	2024 Qtr 2	Wood drive guides	
1.000	32112 323 0310	Base course drainage layers, aggregate base course, minimum labor/equipment charge	Job	0.00	2,425.00	1,750.00	4,175.00	5,775.00	775	R and R	2024 Qtr 2	Backfill around deadman wall system	
210.000	32321 310 1900	Cast-in place retaining walls, concrete gravity wall with vertical face, level embankment, 6' high, includes excavation & backfill, excludes reinforcing	L.F.	23,730.00	23,940.00	5,775.00	53,445.00	70,350.00	775	R and R	2024 Qtr 2	Deadman anchor wall	
							\$173,399.16	\$62,049.37	\$40,176.76			\$327,918.08	
<b>Totals</b>													



**City of Jamaica Beach  
Headwall Replacement  
TIPS 211001**



Means Based Pricing (Modified by City Cost Index) 327,918.08

Bid Coefficient (Means Based Pricing Only) 0.8900 (36,070.99)  
Subtotal 291,847.09

Non Pre-Priced Items: 0.00

Overhead Profit 0.00  
Subtotal - Non Pre-priced 0.00

Subtotal 291,847.09

Subtotal 291,847.09

Payment and Performance Bonds 7,296.18

**Final Total** 299,143.27

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

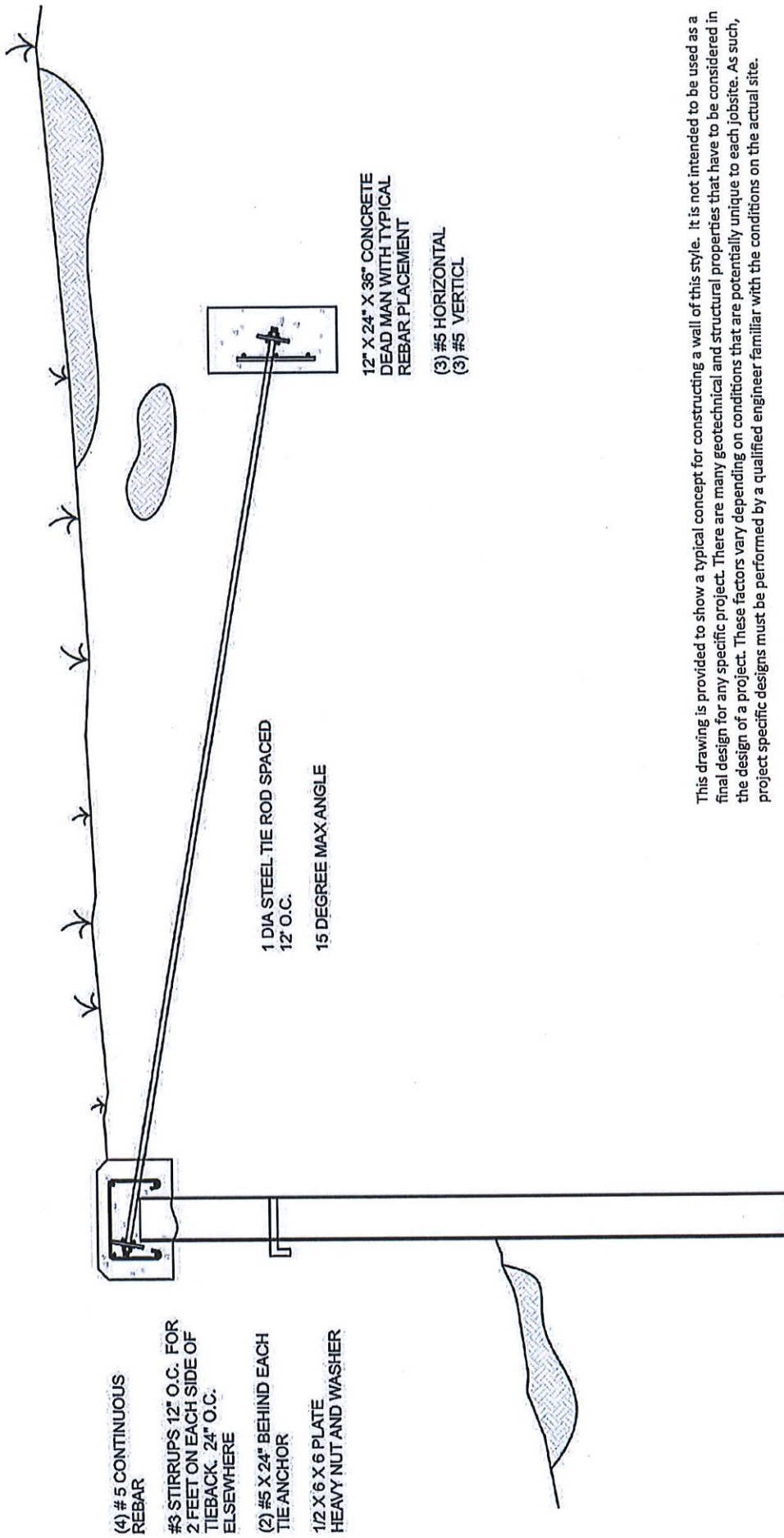
Estimated By: Nikolaus Mitchell - Project Manager

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The Innovative Hybrid Sheet Piling System

## Drawing 101

concrete cap, concrete deadman

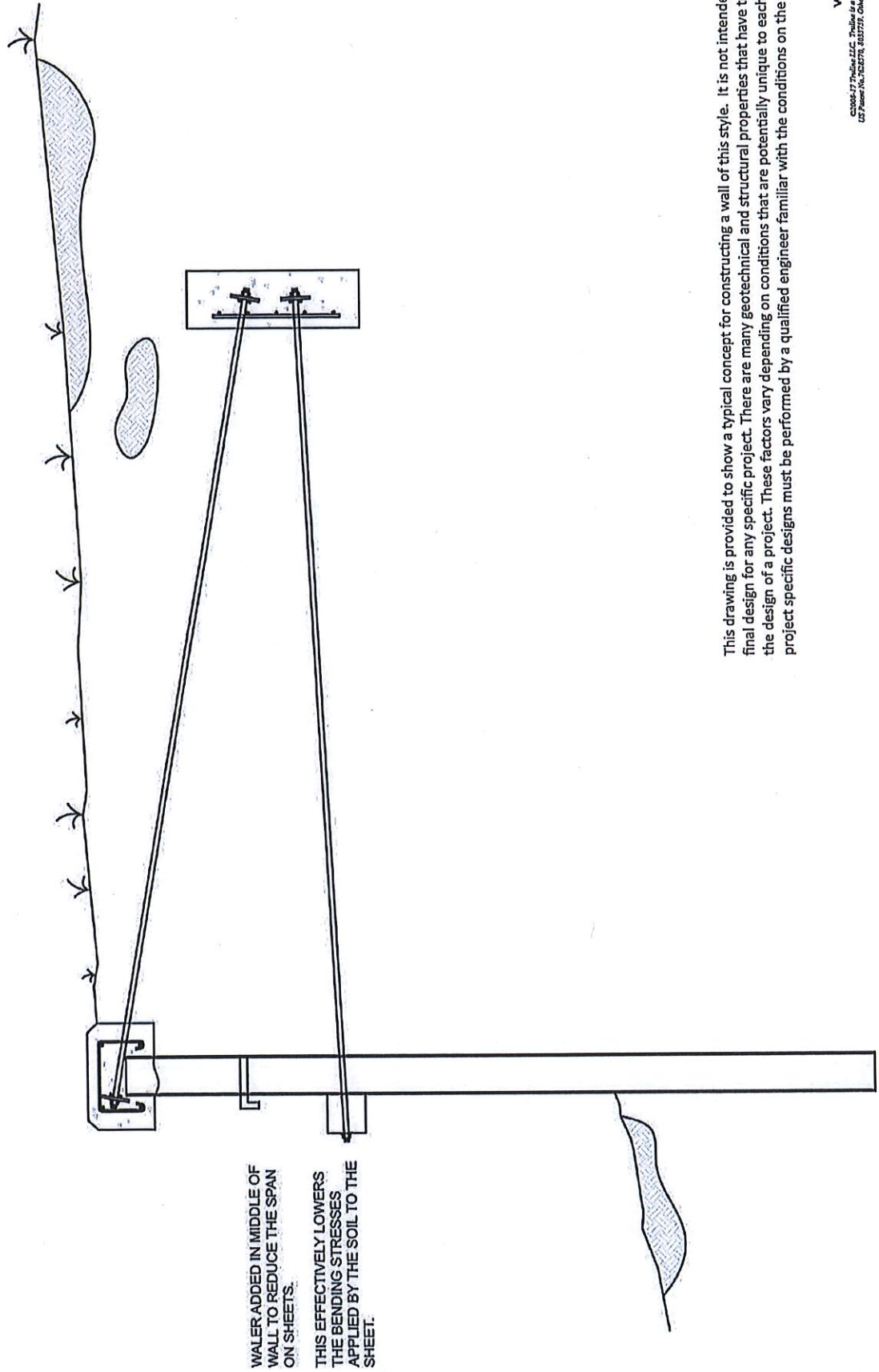


This drawing is provided to show a typical concept for constructing a wall of this style. It is not intended to be used as a final design for any specific project. There are many geotechnical and structural properties that have to be considered in the design of a project. These factors vary depending on conditions that are potentially unique to each jobsite. As such, project specific designs must be performed by a qualified engineer familiar with the conditions on the actual site.

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**Drawing 102**  
concrete cap, mid waler, concrete deadman



This drawing is provided to show a typical concept for constructing a wall of this style. It is not intended to be used as a final design for any specific project. There are many geotechnical and structural properties that have to be considered in the design of a project. These factors vary depending on conditions that are potentially unique to each jobsite. As such, project specific designs must be performed by a qualified engineer familiar with the conditions on the actual site.

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US Patent No. 7,928,279, 8,017,779. Other patents pending. All rights reserved.



# TRULINE

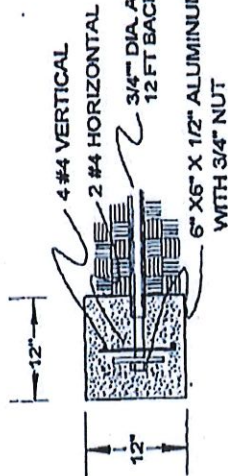
The Innovative Hybrid Sheet Piling System

## Drawing 103

no cap, concrete fill & deadman

### ANCHOR BLOCK DIMENSIONS

SINGLE: 3FT WIDE X 1.5FT DEEP X 1FT THICK CONCRETE  
 DOUBLE: 4FT WIDE X 1.5FT DEEP X 1FT THICK CONCRETE



SLOPE MAY VARY

2 #5 CONT.  
 ALUMINUM 6" X 6" X 1/2" PLATE  
 WASHER WITH 1" NUT

1.5" DIA. WEEP HOLE 4'0" O.C.

3/4" DIA. ALUMINUM ANCHOR RODS SPACED 6'-0" O.C. MAX.  
 12 FT BACK WHERE POSSIBLE

6" X 6" X 1/2" ALUMINUM PLATE WASHER  
 WITH 3/4" NUT

FILL 8" VERTICAL VOID IN SHEET PILE  
 TO WATERWARD GROUND LEVEL

VINYL SHEET PILE  
 TYPE TRUE LINE 800  
 LENGTH \_\_\_\_\_ & FOOT

### SPECIFICATIONS

CONCRETE: 4000 PSI IN 28 DAYS  
 REBAR: GRADE 60 EPOXY COATED  
 EXPANSION JOINTS: 48'-0" MAX  
 ANCHOR RODS: 3/4" ALUMINUM RODS

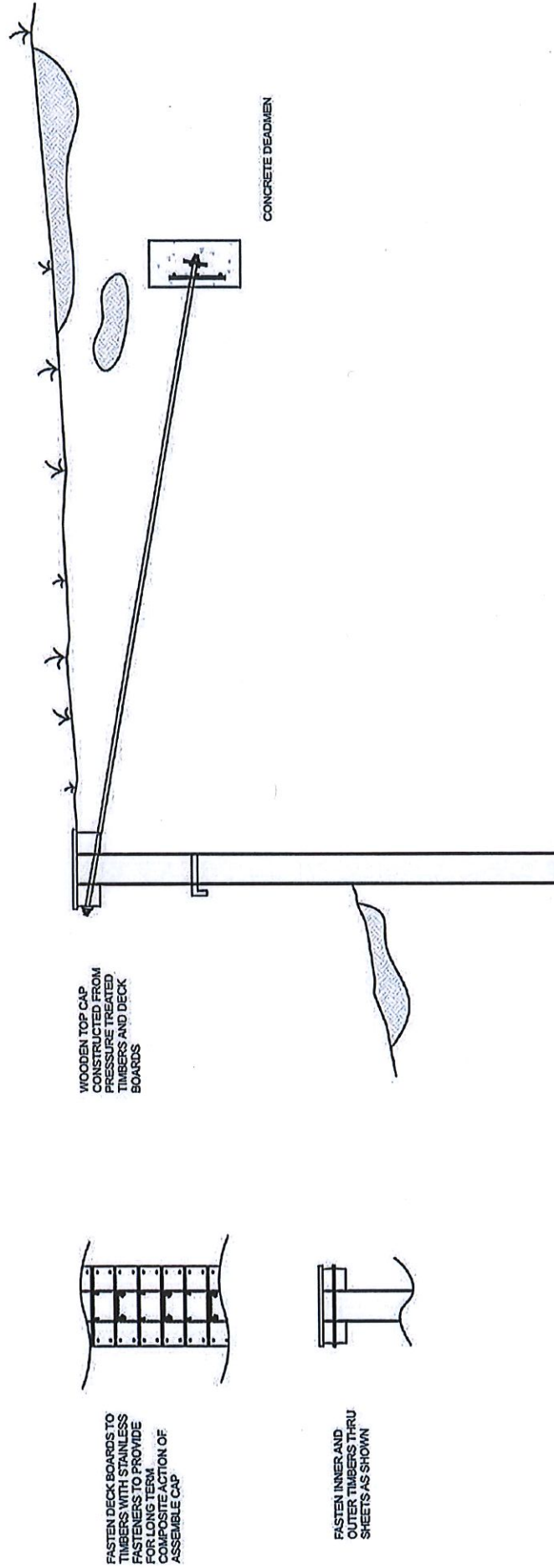
This drawing is provided to show a typical concept for constructing a wall of this style. It is not intended to be used as a final design for any specific project. There are many geotechnical and structural properties that have to be considered in the design of a project. These factors vary depending on conditions that are potentially unique to each jobsite. As such, project specific designs must be performed by a qualified engineer familiar with the conditions on the actual site.

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## Drawing 104

wood composite cap, concrete deadman



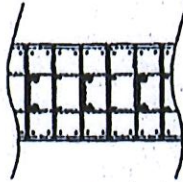
This drawing is provided to show a typical concept for constructing a wall of this style. It is not intended to be used as a final design for any specific project. There are many geotechnical and structural properties that have to be considered in the design of a project. These factors vary depending on conditions that are potentially unique to each jobsite. As such, project specific designs must be performed by a qualified engineer familiar with the conditions on the actual site.

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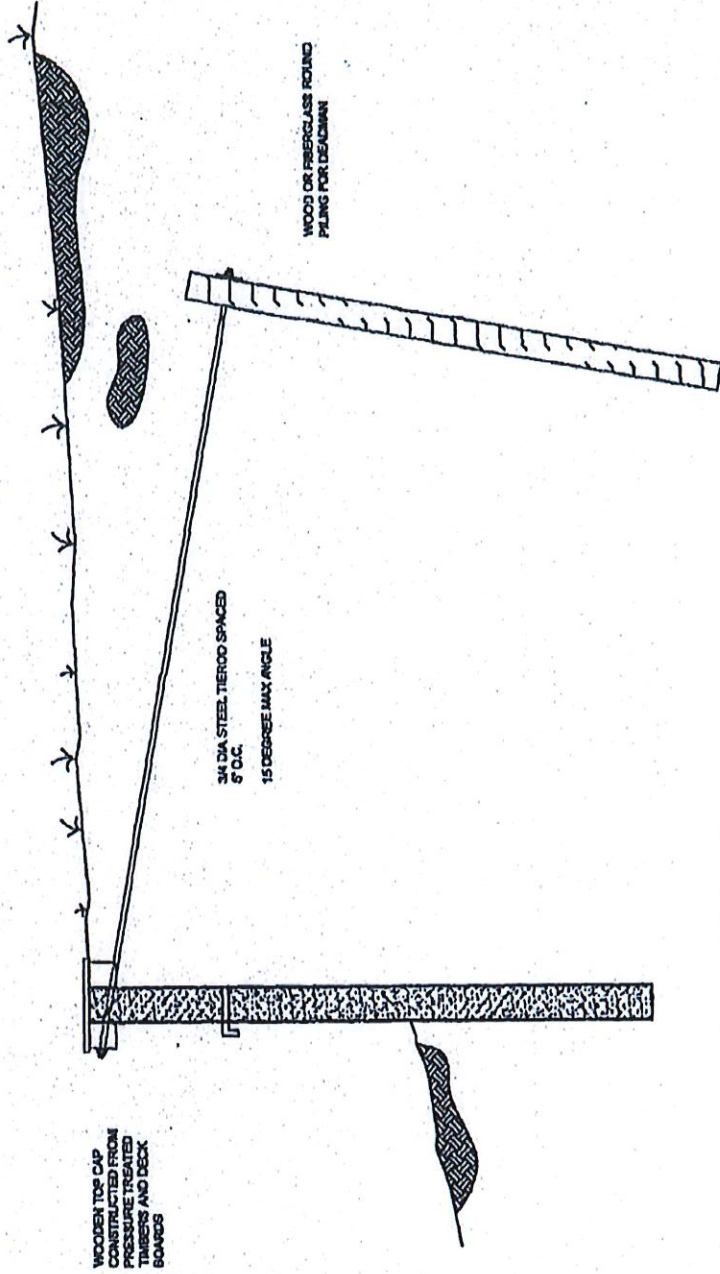
Drawing 105  
wood composite cap, piling deadman



FASTEN DECK BOARDS TO  
TIMBERS WITH STAINLESS  
STEEL SCREWS TO  
PROVIDE FOR LONG TERM  
COMPOSITE ACTION OF  
ASSEMBLED CAP



FASTEN INNER AND  
OUTER TIMBERS THRU  
SHEETS-AS SHOWN 2"  
O.C.



WOODEN TOP CAP  
CONSTRUCTED FROM  
PRESSURE TREATED  
TIMBERS AND DECK  
BOARDS

3/4" DIA STEEL TIE ROD SPACED  
5' O.C.  
15 DEGREE MAX ANGLE

WOODS OR FIBERGLASS RIGID  
PILING FOR DEADMAN

This drawing is provided to show a typical concept for constructing a wall of this style. It is not intended to be used as a final design for any specific project. There are many geotechnical and structural properties that have to be considered in the design of a project. These factors vary depending on conditions that are potentially unique to each jobsite. As such, project specific designs must be performed by a qualified engineer familiar with the conditions on the actual site.

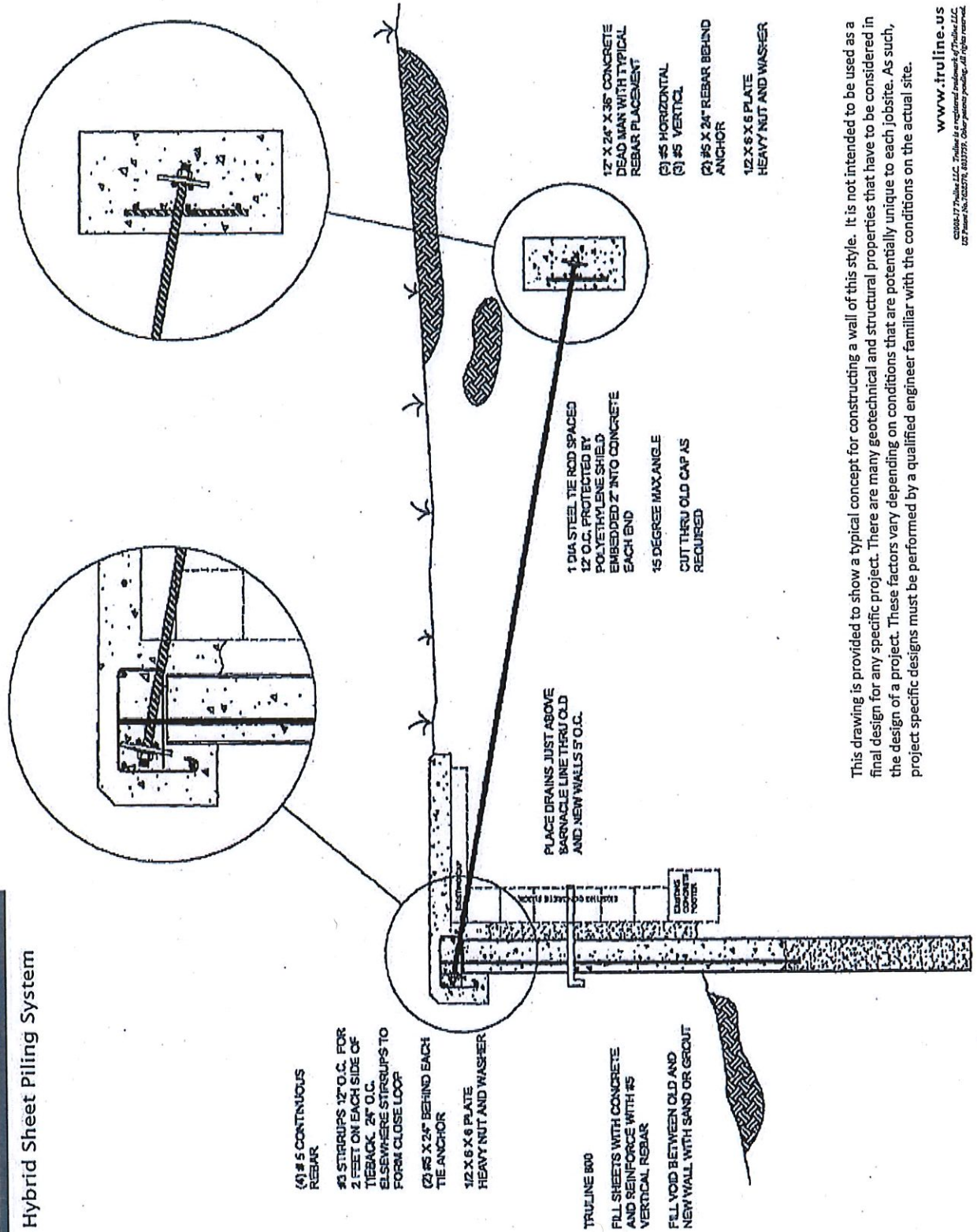


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## Drawing 106

in front of existing block wall, concrete cap & deadman



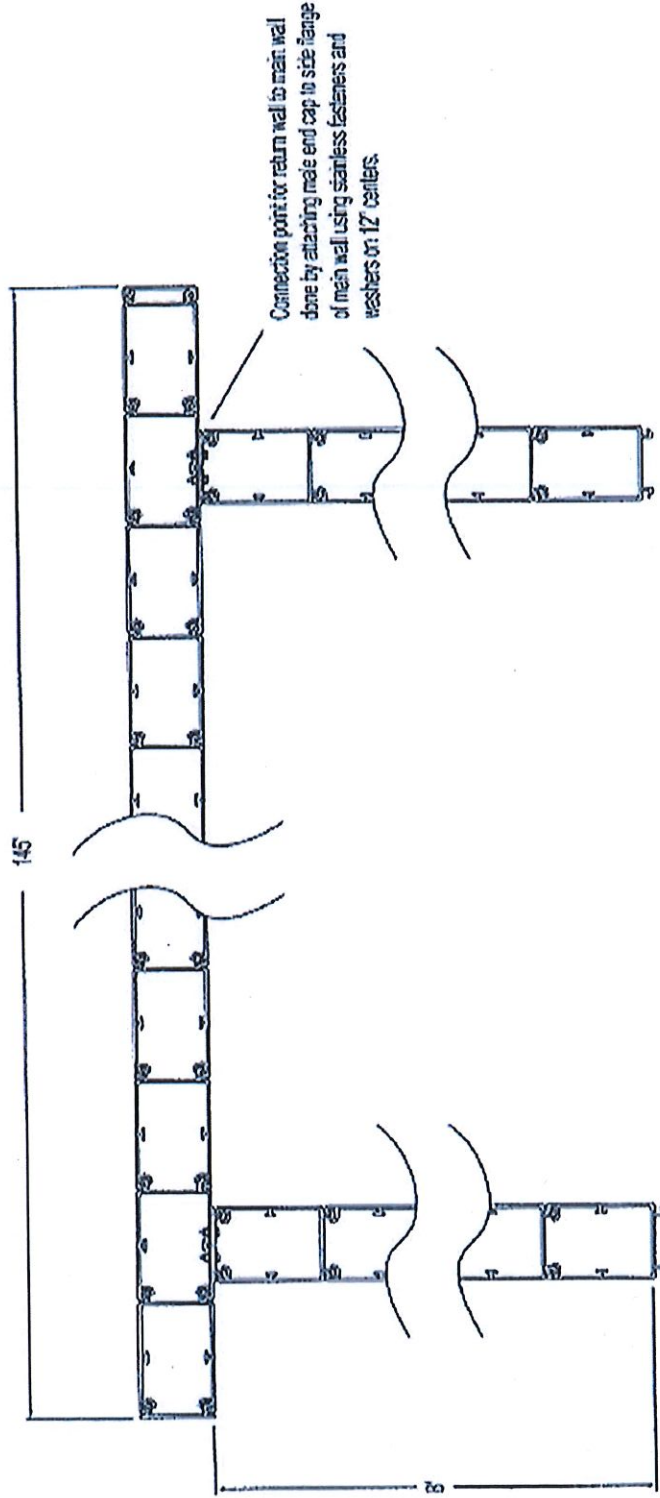
This drawing is provided to show a typical concept for constructing a wall of this style. It is not intended to be used as a final design for any specific project. There are many geotechnical and structural properties that have to be considered in the design of a project. These factors vary depending on conditions that are potentially unique to each jobsite. As such, project specific designs must be performed by a qualified engineer familiar with the conditions on the actual site.

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## Drawing 107

straight wall with two returns

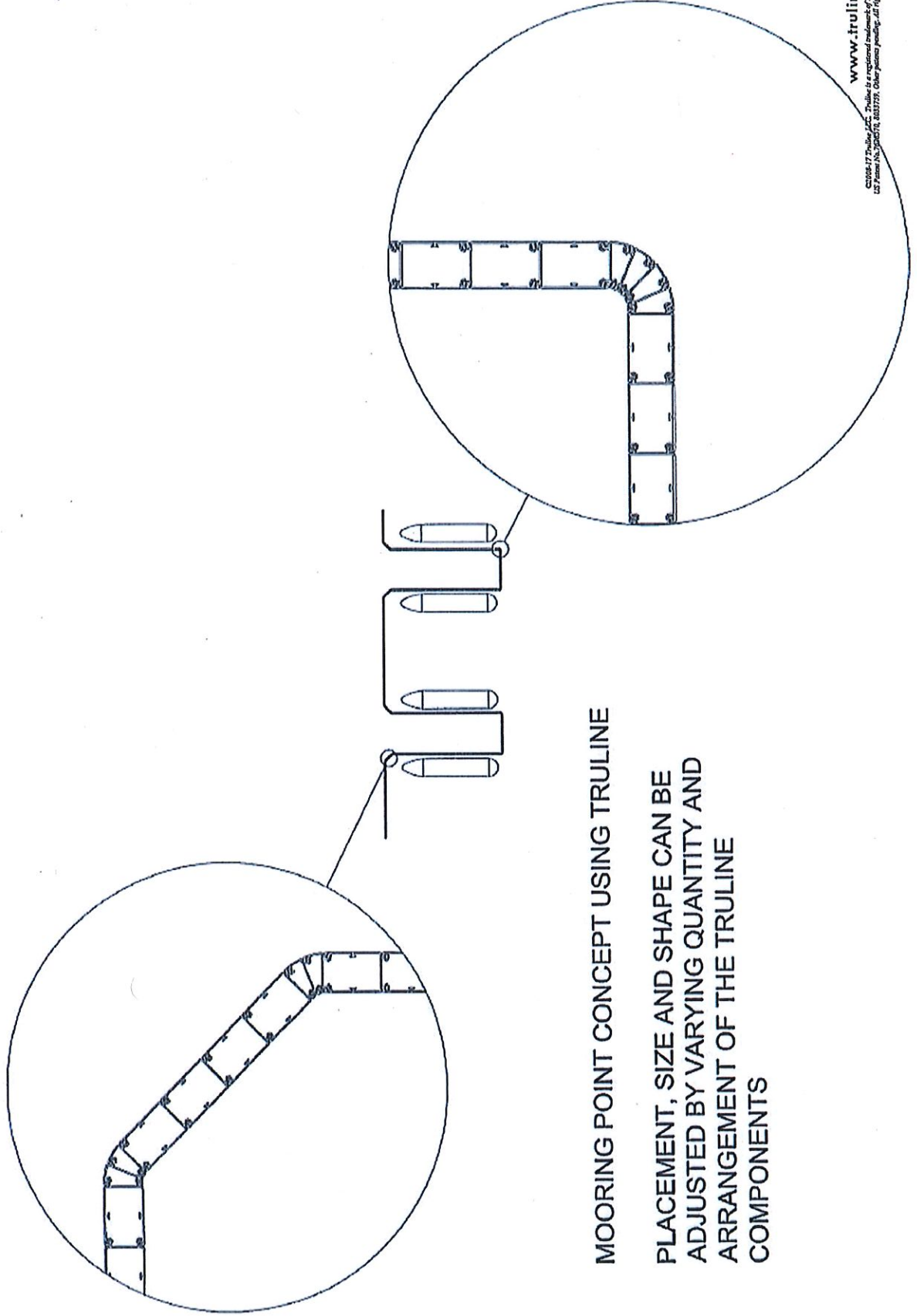


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## Drawing 108

mooring point concept-marina



MOORING POINT CONCEPT USING TRULINE

PLACEMENT, SIZE AND SHAPE CAN BE  
ADJUSTED BY VARYING QUANTITY AND  
ARRANGEMENT OF THE TRULINE  
COMPONENTS

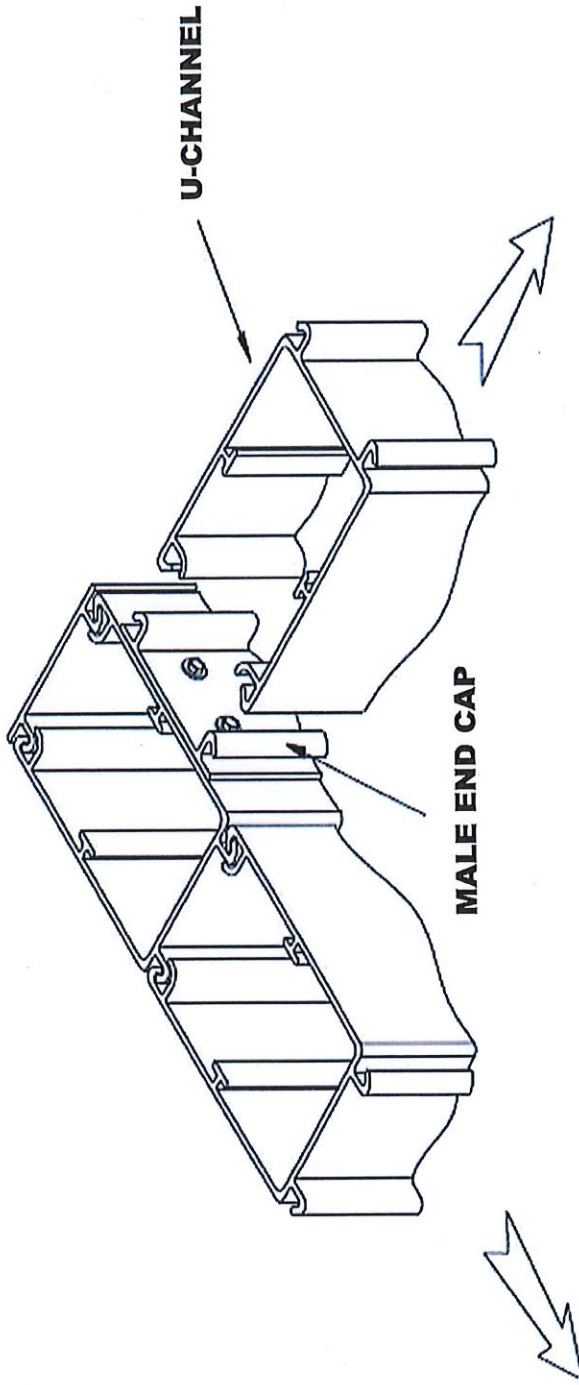


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## Drawing 109

basic 90 degree corner/return



To create a 90 degree corner/ return anywhere on the wall, simply pre-attach a male end cap to the u-channel face with stainless steel bolts, nut and flat washers on 24" centers prior to driving the u-channel. You can then begin driving u-channel parts starting on this end cap as shown.

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## Drawing 110

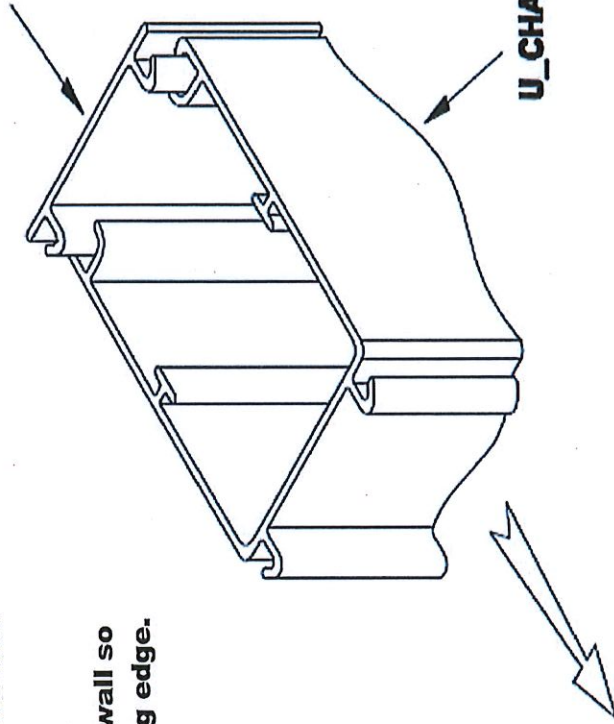
installation of male end cap

### IMPORTANT—PRIOR TO INSTALLATION

It is important to pre-attach the male end cap to the FIRST u-channel prior to driving. Simply slide in place and fasten with coarse thread deck screws on 24" spacing to the u-channel. This will close the open end of the first u-channel and provide a rigid box to drive.

To maintain hook spacing, always construct the wall so that the closed end of the u-channel is the leading edge.

MALE END CAP



U\_CHANNEL

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## Drawing 111

creating Truline expansion joints

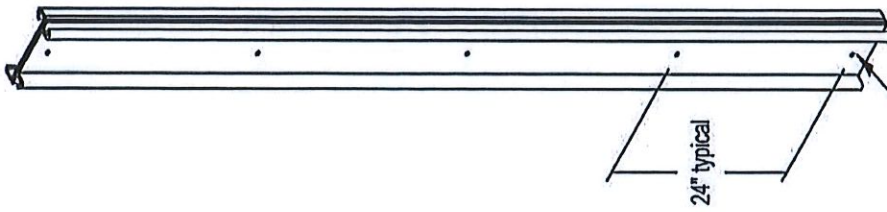
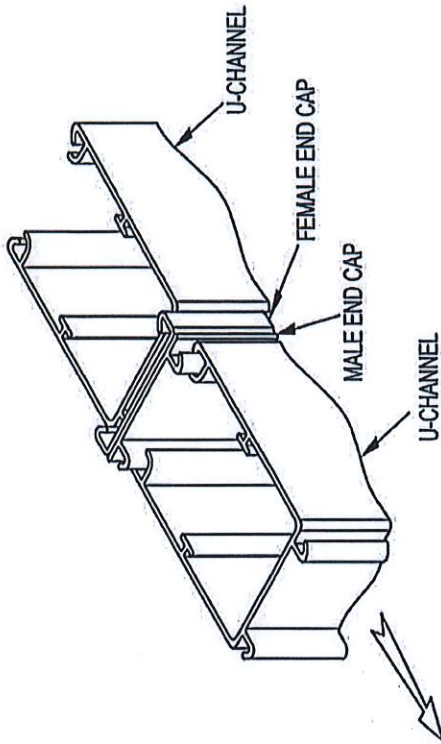
### CREATING TRULINE EXPANSION JOINTS FOR CONCRETE CAPS WITH EXPANSION JOINTS

If the design of the top cap for the wall specifies expansion joints, you must also design expansion joints into the Truline wall. The expansion joint in the wall and the top cap must be at the same location.

An expansion joint in the wall is made by ending a run of continuously engaged hooks with a female end cap and then starting a new run of u-channels with a male end cap.

#### Suggested Method:

1. Fasten together, using 1-1/4 #6 deck screws, one male and one female end cap in the arrangement shown.
2. Install this assembly on the u-channel of a section of continuously hooked pieces.
3. Remove all screws above the mudline except for those that are close enough to the top that they can be removed later after the other u-channels are installed.
4. Install the next u-channel on to the hooks of the male end cap and proceed with the remainder of the wall.
5. Prior to pouring the top cap, remove all remaining screws holding the male and female end caps together to allow for unrestricted movement above the mudline between these parts. While the screws fastening the end caps together remain in place below the mudline, this will not inhibit the movement of the joint. The pullout strength of the small screw is easily exceeded when the wall contracts stripping the threads which allows the wall to move.
6. Prior to backfilling, place filter fabric behind the wall at each expansion joint to prevent soil from entering the joint when it opens up.





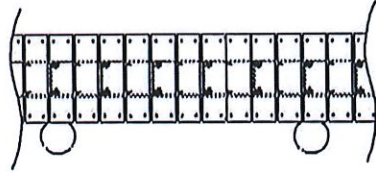
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## Drawing 112

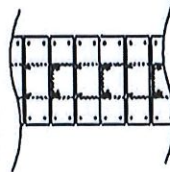
navy style installation

WOODEN PILING DRIVEN IN FRONT OF WALL. SIZE, SPACING AND DEPTH OF EMBEDMENT DETERMINED TO SUPPORT WALL IN A CANTILEVERED MANNER. ADDITIONAL MID WALES CAN BE ADDED AS NEEDED.

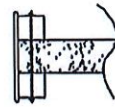


TYPICAL TOP VIEW

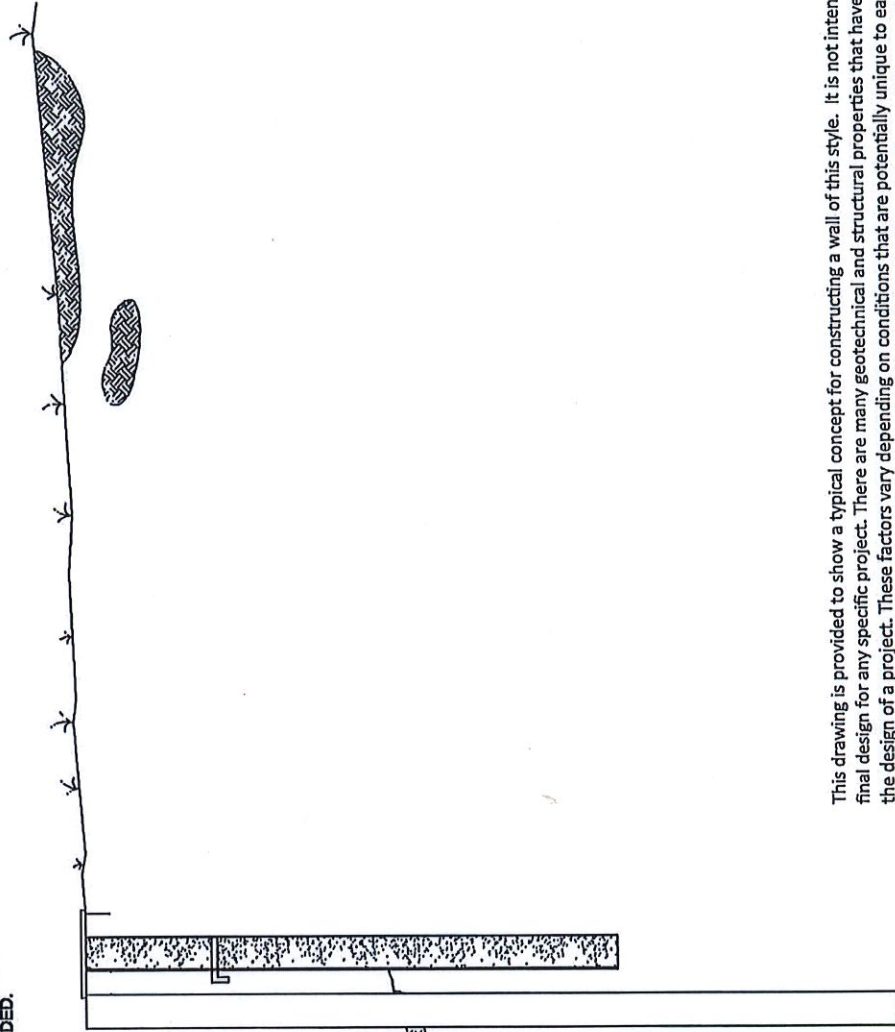
WOODEN TOP CAP CONSTRUCTED FROM PRESSURE TREATED TIMBERS AND COMPOSITE DECK BOARDS



FASTEN DECK BOARDS TO TIMBERS WITH STAINLESS FASTENERS TO PROVIDE FOR LONG TERM COMPOSITE ACTION OF ASSEMBLED CAP



FASTEN INNER AND OUTER TIMBERS TO THRU SHEETS AS SHOWN



This drawing is provided to show a typical concept for constructing a wall of this style. It is not intended to be used as a final design for any specific project. There are many geotechnical and structural properties that have to be considered in the design of a project. These factors vary depending on conditions that are potentially unique to each jobsite. As such, project specific designs must be performed by a qualified engineer familiar with the conditions on the actual site.

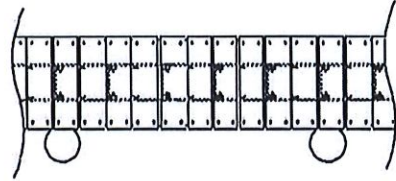
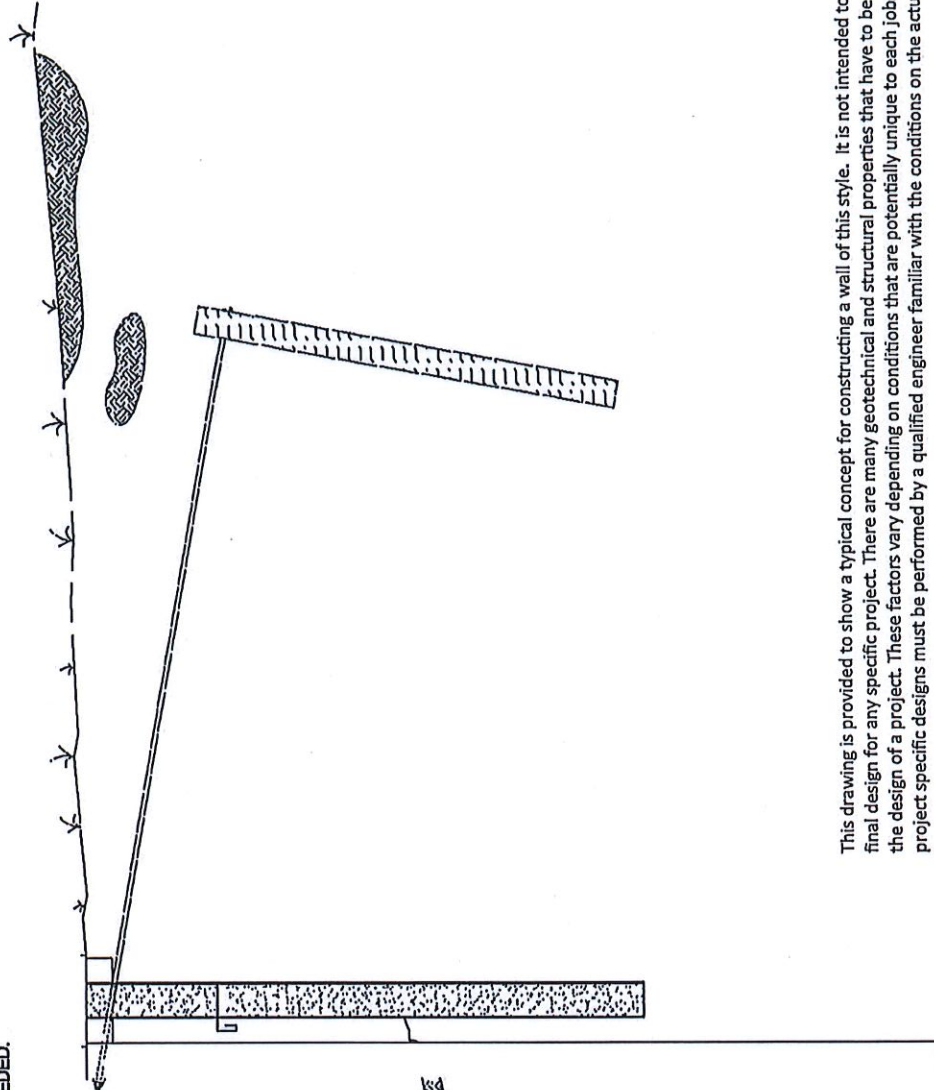
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The Innovative Hybrid Sheet Piling System

## Drawing 113

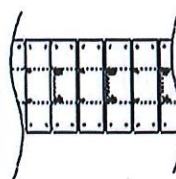
anchored navy style installation

WOODEN PILING DRIVEN IN FRONT OF WALL. SIZE, SPACING AND DEPTH OF EMBEDMENT DETERMINED TO SUPPORT WALL IN A CANTILEVERED MANNER. ADDITIONAL MID WALES CAN BE ADDED AS NEEDED.



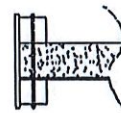
TYPICAL TOP VIEW

WOODEN TOP CAP CONSTRUCTED FROM PRESSURE TREATED TIMBERS AND COMPOSITE DECK BOARDS



FASTEN DECK BOARDS TO TIMBERS WITH STAINLESS FASTENERS TO PROVIDE FOR LONG TERM COMPOSITE ACTION OF ASSEMBLED CAP

FASTEN INNER AND OUTER TIMBERS THRU SHEETS AS SHOWN



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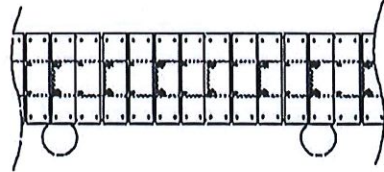
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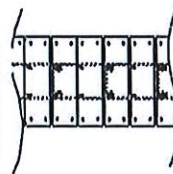
## Drawing 114

helical anchored navy style installation

WOODEN PILING DRIVEN IN FRONT OF WALL. SIZE, SPACING AND DEPTH OF EMBEDMENT DETERMINED TO SUPPORT WALL IN A CANTILEVERED MANNER. ADDITIONAL MID WALES CAN BE ADDED AS NEEDED.

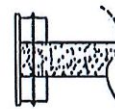


WOODEN TOP CAP CONSTRUCTED FROM PRESSURE TREATED TIMBERS AND COMPOSITE DECK BOARDS

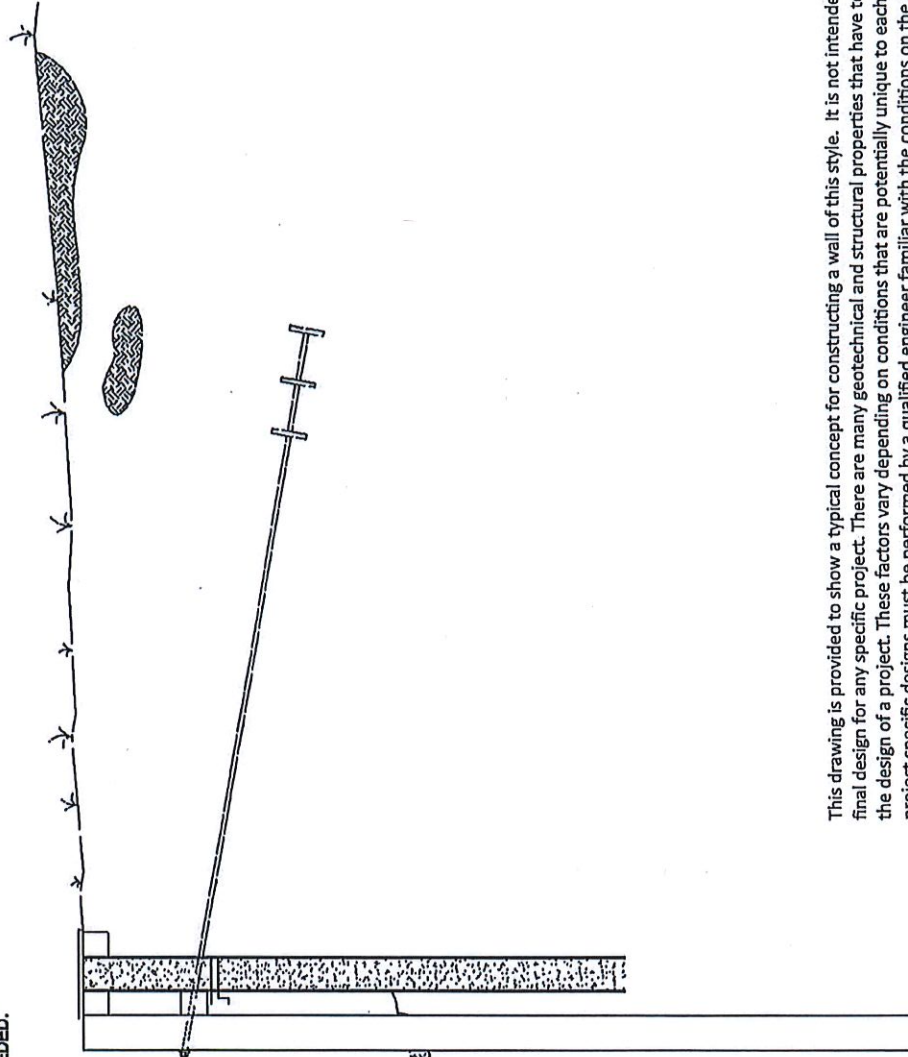


FASTEN DECK BOARDS TO TIMBERS WITH STAINLESS FASTENERS TO PROVIDE FOR LONG TERM COMPOSITE ACTION OF ASSEMBLED CAP

TYPICAL TOP VIEW



FASTEN INNER AND OUTER TIMBERS THRU SHEETS AS SHOWN



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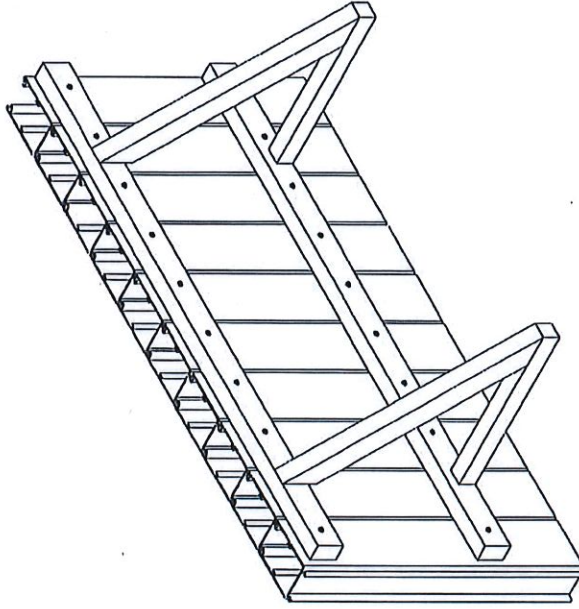
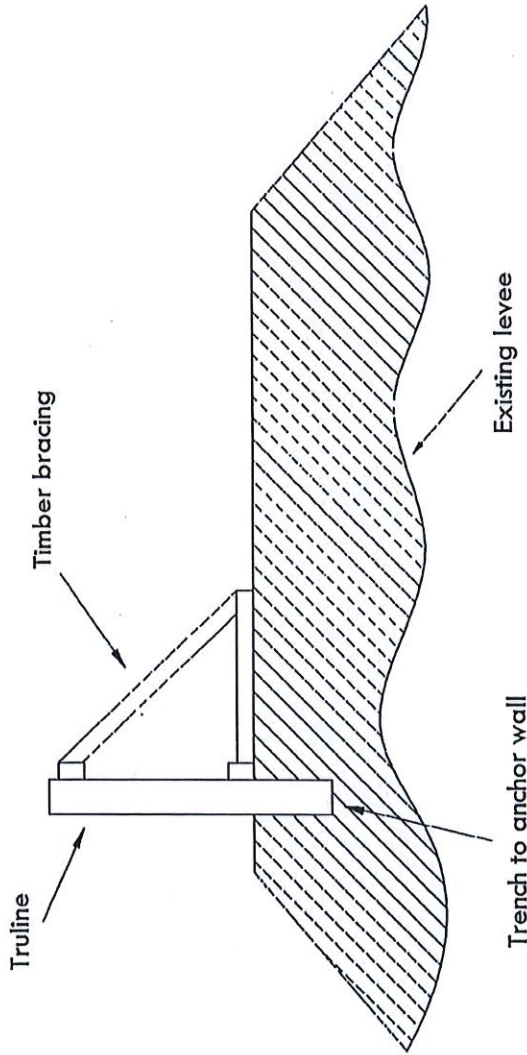


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## Drawing 115

temporary flood diversion wall concept



This drawing is provided to show a typical concept for constructing a wall of this style. It is not intended to be used as a final design for any specific project. There are many geotechnical and structural properties that have to be considered in the design of a project. These factors vary depending on conditions that are potentially unique to each jobsite. As such, project specific designs must be performed by a qualified engineer familiar with the conditions on the actual site.

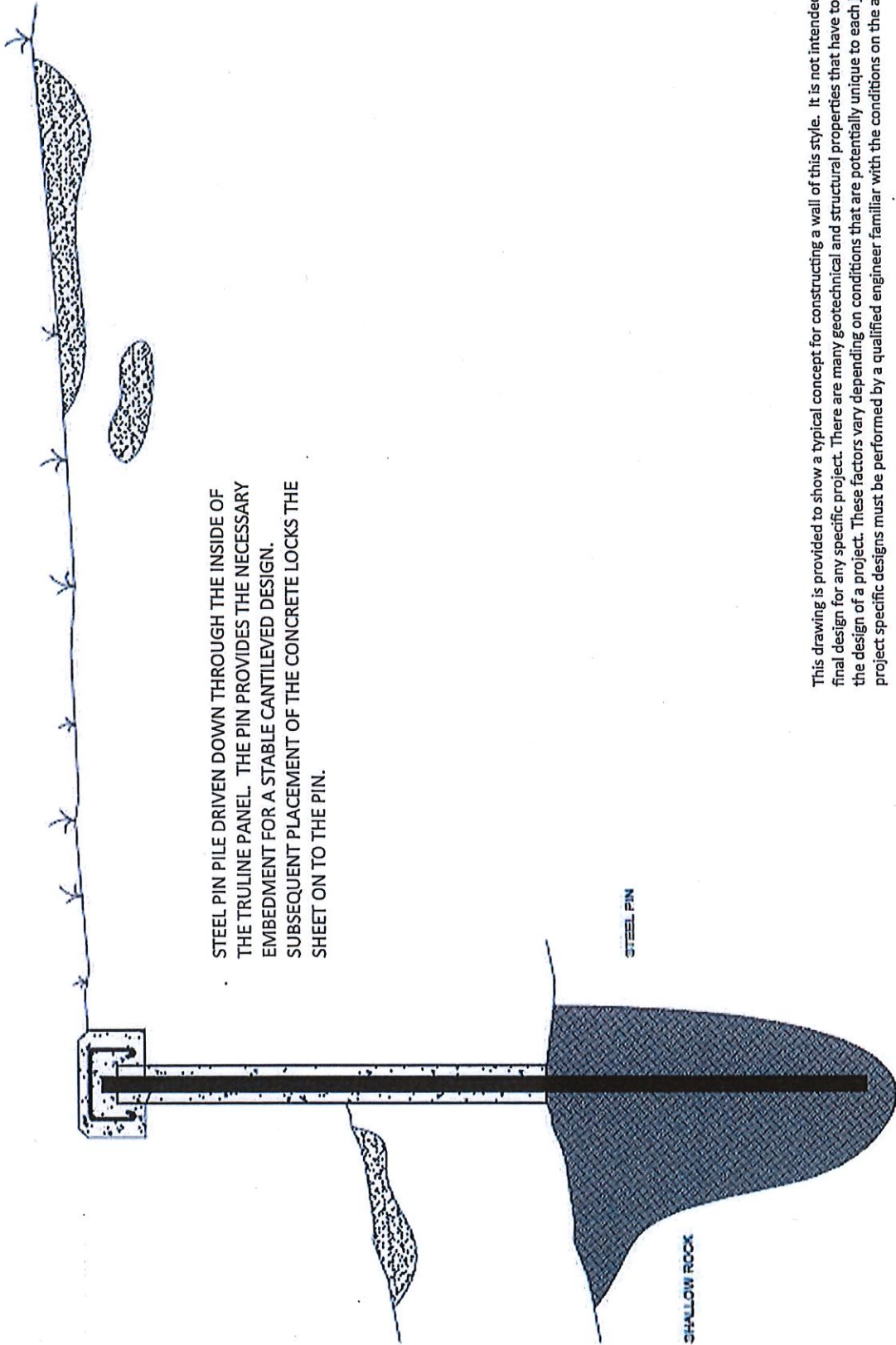
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US Patent Nos. 7,022,774, 6,811,759. Other patents pending. All rights reserved.

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## Drawing 116

Pin Pile Installation—Cantilevered



STEEL PIN DRIVEN DOWN THROUGH THE INSIDE OF THE TRULINE PANEL. THE PIN PROVIDES THE NECESSARY EMBEDMENT FOR A STABLE CANTILEVERED DESIGN. SUBSEQUENT PLACEMENT OF THE CONCRETE LOCKS THE SHEET ON TO THE PIN.

This drawing is provided to show a typical concept for constructing a wall of this style. It is not intended to be used as a final design for any specific project. There are many geotechnical and structural properties that have to be considered in the design of a project. These factors vary depending on conditions that are potentially unique to each jobsite. As such, project specific designs must be performed by a qualified engineer familiar with the conditions on the actual site.

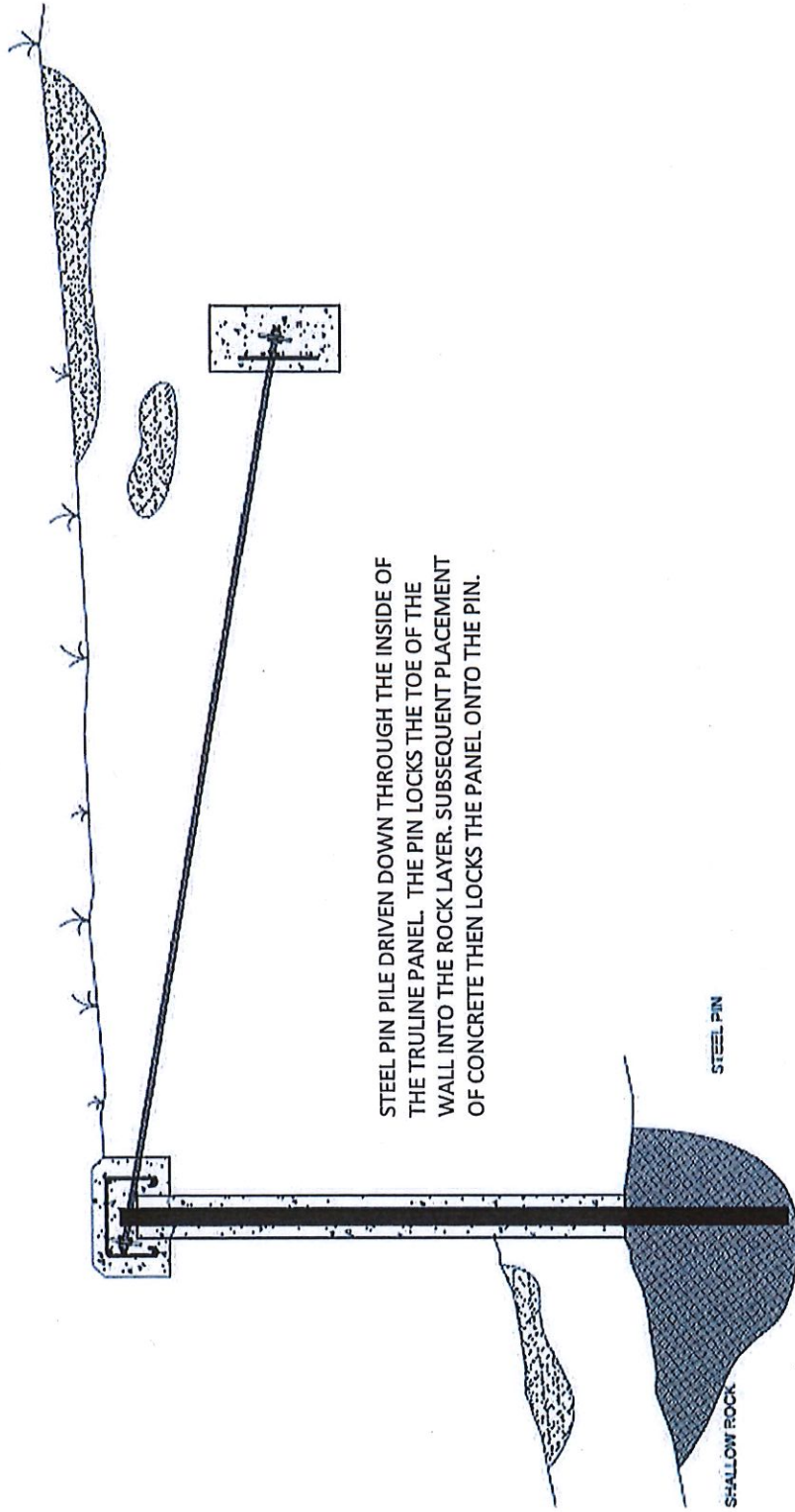
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US Patent No. 7,028,579, 6,833,729. Other patents pending. All rights reserved.

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## Drawing 117

Pin Pile Installation—Anchored



STEEL PIN DRIVEN DOWN THROUGH THE INSIDE OF THE TRULINE PANEL. THE PIN LOCKS THE TOE OF THE WALL INTO THE ROCK LAYER. SUBSEQUENT PLACEMENT OF CONCRETE THEN LOCKS THE PANEL ONTO THE PIN.

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May 9, 2024

City of Jamaica Beach  
16628 San Luis Pass  
Jamaica Beach, TX 77554

Attention: Robert Quintero

Reference: Jamaica Beach Bulkhead Wall Repairs

Subject: Price Proposal  
**TIPS 211001**

Dear Mr. Quintero,

Basic IDIQ Inc. is pleased for the opportunity to submit this proposal for the noted work and will be looking forward to hearing from you in the near future. Please contact me directly at any time if any clarifications or if further information is needed.

Respectfully,

A handwritten signature in black ink, appearing to read 'Nik Mitchell', is written over a light blue horizontal line.

Nikolaus Mitchell  
Project Manager  
Basic IDIQ, Inc  
832-334-6692  
nmitchell@basicidiq.com

Attachments:  
Scope of Work  
Estimate  
Cost Summary

**SCOPE OF WORK**  
**City of Jamaica Beach**  
***Jamaica Beach Headwall Repairs***  
**5/9/24**

**GENERAL:**

This project provides for the renovations at the City of Jamaica Beach.

**1.0 SCOPE OF WORK:**

In accordance with this scope of work and provided drawings, all labor, materials, supervision, equipment, insurance, taxes, overhead, and all other things or services necessary to furnish and install components and systems to provide for the renovation of the affected areas as indicated herein.

Work includes but is not limited to the following:

**1.1 Headwall Repairs**

**1.1.1 Excavation/Demo:**

Work includes but is not limited to the following:

- 1) Excavate behind the damaged headwall to alleviate pressure
- 2) Excavate trench for Deadman anchor wall
- 3) Haul off all debris and materials

**1.1.2 Installation:**

Work includes but is not limited to the following:

- 1) After excavation, pull damaged headwall straight
- 2) Prep, form and pour Deadman anchor wall – 30' L x 4' D x 1' W
- 3) Provide and install tie rods from new anchor wall to existing headwall
- 4) Backfill around anchor wall
- 5) Clean area after work is complete

**2.0 DRAWINGS AND SPECIFICATIONS:**

None

**2.1 DRAWING AND SKETCHES:**

None

**2.2 SPECIFICATIONS:**

Work shall be performed per the requirements of the latest edition of the applicable local, state and federal codes and standards.

**3.0 SUBMITTALS:**

Subcontractor shall submit the indicated number of copies of each required submittal. Submittals shall be submitted and approved prior to incorporating that material or activity into the project. Submittals required by specification and/or drawings shall be made regardless of whether or not they are listed on this schedule.

**3.1 SUBMITTAL TYPE AND DESCRIPTION OUTLINE:**

Type	Description	Type	Description
A	Shop Drawings	G	Application Instructions
B	Manufacturer's Catalog Cuts/Data	H	Operations & Maintenance (O&M) Manuals
C	Certificate/Certification	I	Color Samples
D	Performance Test Reports	J	Red Line Drawings
E	Sample of Testing		
F	Notification of Sample Availability		

**3.2 PROJECT SUBMITTAL REQUIREMENTS:**

Required Submittal	Quantity	Due Date	Type
None			

**4.0 SPECIAL CONSIDERATIONS:**

Special considerations are applicable to this project as outlined in the following:

- 4.1 BASIC IDIQ, Inc. will contact the client project manager for equipment outages as required. Basic will provide a minimum of two (2) working day(s) notice for proper outage coordination.
- 4.2 Normal working hours for this project is 0700 to 1700. Working outside of standard hours or on weekends and holidays will be coordinated and approved by the owner/client. Proposed numbers do include some premium time hours.
- 4.3 All work performed shall be in accordance with the applicable requirements of the latest edition of the Occupational Safety and Health Act (OSHA), Basic IDIQ, Inc. Safety Manual and Client procedures as applicable.
- 4.4 Work areas will be maintained in a clean and orderly manner with materials, tools, and equipment properly stored and utilized to prevent hazards for worker and incidental personnel in the area. Provide barricades, signs, and other devices as necessary to ensure facility occupants are notified and shielded from dangers that work areas may pose
- 4.8 Work activities and installations are subject to in process inspections and completion inspections by the Client personnel. No "hold points" are imposed on this project; however, items/materials installed which are not accessible after installation may be subject to rework if verification of acceptable installation is not possible
- 4.9 Owner property will be properly protected from damage by construction activities.



4.1.2 Please note that this proposal is good for 30 days unless extension is agreed by Basic IDIQ, Inc.

## 5.0 Exclusions:

All exclusions are applicable to this project as outlined in the following:

- 1) Anything not specifically stated in this SOW.
- 2) Abatement or remediation of any kind.
- 3) Electrical, HVAC, life systems or plumbing of any kind.
- 4) Additional repairs to any other part of the headwall not in this scope of work.
- 5) 3<sup>rd</sup> party inspections.
- 6) Permits.
- 7) Removal of any trees or foliage.
- 8) Install or maintenance of sod or foliage of any kind.
- 9) Engineered or stamped drawings.
- 10) After-hours or holiday work.

**CostWorks 2024 Quarter 2 - City of Jamaica Beach Bulkhead Repairs**

Qty	CSI Number	Description	Unit	Bare Mat.	Bare Labor	Bare Equip.	Total	Total Incl. O&P	Zip Code Prefix	Type	Release	Note	
1.000	01543 320 0150	Rent excavator diesel hydraulic crawler mounted 1 CY capacity	Week	0.00	0.00	2,825.00	2,825.00	3,107.50	775	R and R	2024 Qtr 2	Equipment used for pulling the wall straight	
2.000	01543 650 1400	Mobilization or demobilization, delivery charge for equipment, hauled on 20-ton capacity towed trailer	Ea.	0.00	610.00	494.00	1,104.00	1,500.00	775	R and R	2024 Qtr 2	Mob and demob of excavator	
4.000	02411 919 2005	Selective demolition, rubbish handling, 0'-50' haul, load, haul, dump and return, wheeled, cost to be added to demolition cost.	C.Y.	0.00	70.20	0.00	70.20	112.00	775	R and R	2024 Qtr 2	Hauling of excavated dirt to truck	
2.500	02411 920 0200	Selective demolition, dump charges, typical urban city, trees, brush, lumber, includes tipping fees only	Ton	187.50	0.00	0.00	187.50	166.25	775	R and R	2024 Qtr 2	Dump charges for dirt	
1.000	03050 510 1910	Selective concrete demolition, minimum labor/equipment charge	Job	0.00	610.00	170.00	780.00	1,150.00	775	R and R	2024 Qtr 2	Straightening of bulkhead	
3,250.000	03211 160 0702	Reinforcing steel, in place, walls, #3 to #7, A615, grade 60, incl labor for accessories, excl material for accessories	Lb.	1,852.50	617.50	0.00	2,470.00	2,957.50	775	R and R	2024 Qtr 2	Rebar for anchor wall	
1.000	03811 650 0890	Selective demolition, concrete cutting, wall, minimum labor/equipment charge	Job	0.00	290.00	655.00	945.00	1,175.00	775	R and R	2024 Qtr 2	For control/expansion joints in deadman wall	
1.000	05050 510 2950	Selective metals demolition, minimum labor/equipment charge	Job	0.00	625.00	435.00	1,060.00	1,475.00	775	R and R	2024 Qtr 2	Adjusting of rebar in bulkhead wall while straightening out	
1.000	31231 613 9000	Excavating, excludes sheeting or dewatering, minimum labor/equipment charge, hand trenching	Job	0.00	82.00	0.00	82.00	130.00	775	R and R	2024 Qtr 2	Excavation behind bulkhead	
2.250	31411 610 3000	Sheet piling, steel, tie rod, not upset, with turnbuckle, 1-1/2" to 4", excludes wales	Ton	6,243.75	0.00	0.00	6,243.75	6,862.50	775	R and R	2024 Qtr 2	Tie rods for deadman anchor wall system	
1.000	32112 323 0310	Base course drainage layers, aggregate base course, minimum labor/equipment charge	Job	0.00	2,425.00	1,750.00	4,175.00	5,775.00	775	R and R	2024 Qtr 2	Backfill around anchor wall	
30.000	32321 310 1900	Cast-in place retaining walls, concrete gravity wall with vertical face, level embankment 6' high, includes excavation & backfill, excludes reinforcing	L.F.	3,390.00	3,420.00	825.00	7,635.00	10,050.00	775	R and R	2024 Qtr 2	Deadman anchor wall - 30' L x 4' D x 1' W	
							<b>Totals</b>	<b>\$27,577.45</b>					
							<b>\$11,673.75</b>	<b>\$8,749.70</b>	<b>\$7,154.00</b>				<b>\$34,460.75</b>

**City of Jamaica Beach  
Bulkhead Wall Repairs  
TIPS 211001**



Means Based Pricing (Modified by City Cost Index) 34,460.75

Bid Coefficient (Means Based Pricing Only) 0.8900 (3,790.68)  
Subtotal 30,670.07

Non Pre-Priced Items: 0.00

Overhead Profit 0.00  
Subtotal - Non Pre-priced 0.00

Subtotal 30,670.07

Subtotal 30,670.07

Payment and Performance Bonds 766.75

**Final Total** 31,436.82

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

Estimated By: Nikolaus Mitchell - Project Manager





April 29, 2024

City of Jamaica Beach  
16628 San Luis Pass  
Jamaica Beach, TX 77554

Attention: Robert Quintero

Reference: Budgetary Price

Subject: Price Proposal

Dear Mr. Quintero,

Basic IDIQ Inc. is pleased for the opportunity to submit this budgetary price of \$34,750.00 for the below scope of work –

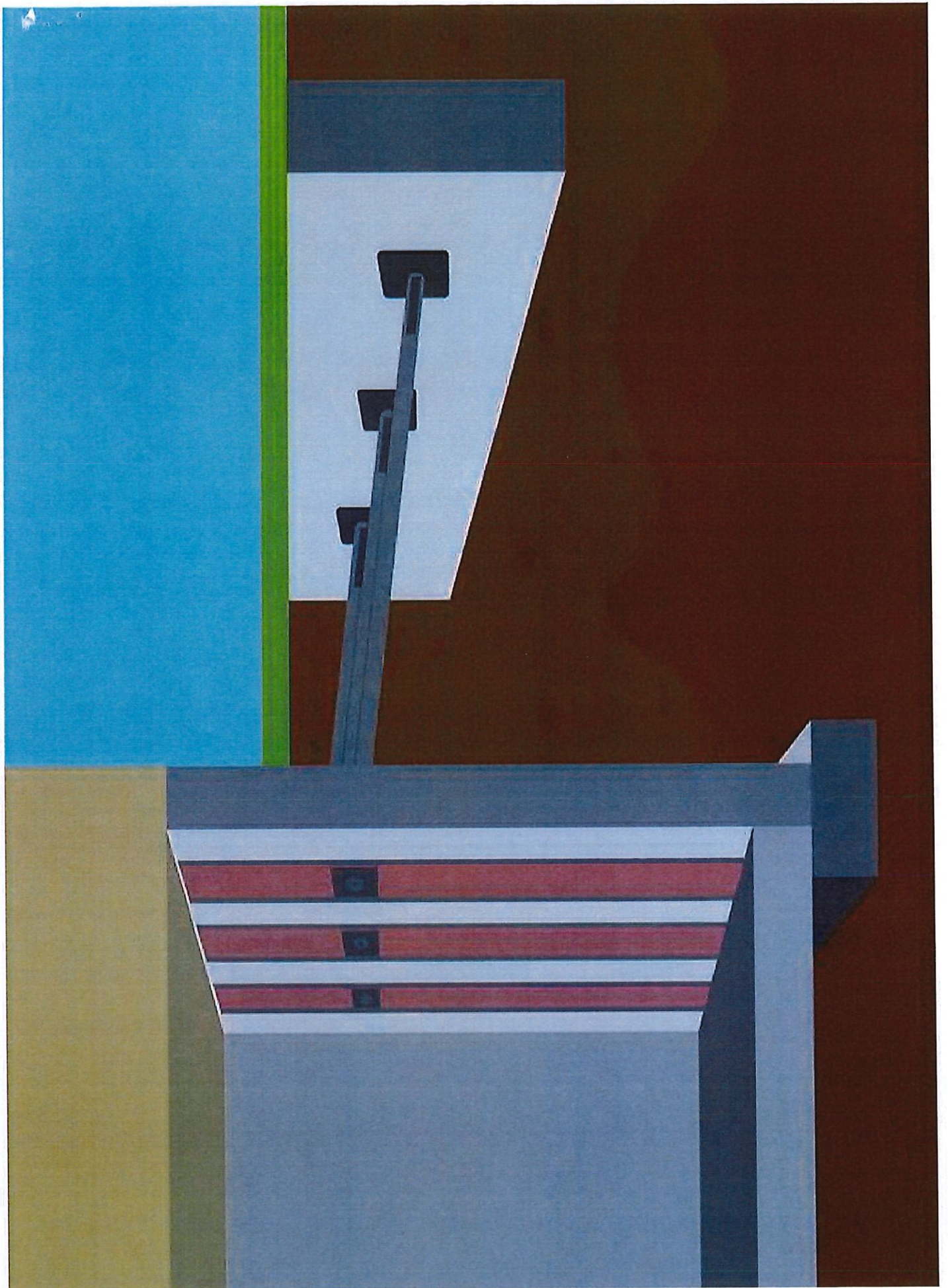
- Excavate behind concrete bulkhead to remove pressure and pull straight
- Excavate 12”W x 48” D x 30’ L trench for Deadman anchor wall
- Backfill, concrete, tie backs, equipment and labor included

Please contact me directly at any time if any clarifications or if further information is needed.

Respectfully,

A handwritten signature in blue ink, appearing to read 'J. Thigpen'.

Jeff Thigpen  
Vice President  
Basic IDIQ, Inc  
512-966-5686  
jthigpen@basicidiq.com







## Project Proposal

**Company:** City of Jamaica Beach

**Name:** Robert Quintero, Kyndal Francis

**Phone:** 409-737-1142

**Email:** [rquintero@jamaicabeachtx.com](mailto:rquintero@jamaicabeachtx.com), [kfrancis@jamaicabeachtx.com](mailto:kfrancis@jamaicabeachtx.com)

**Date:** April 18, 2024

**Reference:** Waste Water Plant Bulkhead

**SO#** 2649

**Service Date:** April 18, 2024

**TIPS Contract Number-23010401**

### Scope- Bulkhead Demo and Replacement

Remove and replace approximately 200' of 6" x 16' long concrete panels with cap and tie back system.

Demo existing bulkhead and excavate to demo damaged tie backs. (approx. 200LF). Pour new panels and install them with new tie backs. Install new cap along the entire run of panels.

Backfill, grade, and restore eroded area disturbed due to work. Complete in place.

**Price: \$540,000.00**

- **Proposal is valid for 15 days from date of issuance.**
- Delays not caused by Branch Construction Group will be billed at the applicable rate.
- If non-standard working hours are requested additional charges will be applied unless previously agreed on. Definition - Night Work 5:30PM – 7AM or Weekend Work Saturday/Sunday at applicable rate. Pricing does not include boring through rock, compensation for utility conflicts, locating services or delays not caused by Branch Construction Group. See unit pricing below for individual rates and charges.
  - Additional \$3.00/Lf will be charged for boring through rock, shale, slate, and similar materials
  - Mobilization will be billed at \$2.50/mile for boring rig setup if applicable.
  - Mobilization will be billed at \$1.50/mile for workforce mobilization if applicable





## Project Proposal

### Indemnification

- BRANCH CONSTRUCTION GROUP (HEREAFTER "BCG") SHALL INDEMNIFY CLIENT FOR DAMAGES ARISING OUT OF THE PERFORMANCE OF WORK, BUT ONLY TO THE EXTENT CAUSED BY THE NEGLIGENT ACTS, ERRORS OR OMISSIONS OF BCG AND THE TOTAL LIABILITY TO CLIENT AND ANYONE CLAIMING BY, THROUGH, OR UNDER CLIENT FOR ANY COST, LOSS, LEGAL FEES, OR DAMAGES SHALL NOT EXCEED THE PERCENTAGE SHARE THAT BCG'S NEGLIGENCE BEARS TO THE TOTAL NEGLIGENCE OF CLIENT, BCG, AND ALL OTHER NEGLIGENT ENTITIES AND INDIVIDUALS.
- BY WAY OF FURTHER LIMITATION, BCG SHALL NOT BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, WHETHER GROUNDED IN TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, OR CONTRACT, AND UNDER NO CIRCUMSTANCES WILL BCG'S LIABILITY EXCEED THE PROJECT PROPOSAL PRICE CLIENT PAID BCG FOR THE GOODS OR SERVICES UPON WHICH LIABILITY IS CLAIMED. ANY ACTION FOR BREACH OF CONTRACT MUST BE COMMENCED WITHIN ONE (1) YEAR AFTER THE CAUSE OF ACTION HAS ACCRUED.

Accepted by:

Company Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

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







## Mr. Home Repair

3300 Borden Gully Dr.  
Dickinson, TX  
77539  
4093922177  
imdavidtorres@gmail.com

THURSDAY 2/16 - SATURDAY 3/17

INV0116

DATE  
Mar 14, 2023

DUE DATE  
Mar 14, 2023

BALANCE DUE  
USD \$35,000.00

### BILL TO

### City Of Jamaica Beach

16628 Termini-San Luis Pass Rd  
Jamaica Beach Tx  
77554  
rqintero@jamaicabeachtx.gov

DESCRIPTION	RATE	QTY	AMOUNT
<b>Bulkhead</b> Adjust bulkhead to original position if possible. If bulkhead is not adjustable, will need to secure its position therefore it is permanent. Install 4 telephone poles on water side to secure bulkhead. Install 2 telephone poles on shore to anchor bulkhead. Add screen & cement as needed for bulkhead repairs. Add stabilizing sand in areas that are low.	\$35,000.00	1	\$35,000.00

Labor, Material & equipment.

**TOTAL** \$35,000.00

**BALANCE DUE** **USD \$35,000.00**

Mr. Home Repair.

Payment break down for project

1st payment due : 50% beginning of project

2nd payment due : completion of project

Before elevating the home I recommend:

Removing any valuable items on walls prior to the elevation process.

Clean up under home.

If not done prior, there will be an additional charge.



Disconnect gas line, main water line & main drain line.  
If not done prior, there will be an additional charge.

I am not responsible for any cracks on home while elevation is in process.  
I am not responsible for cracked nor broken windows while home is in process of elevation.

For any questions or concerns please do not hesitate to contact me at (409)392-2177 .  
Thank you for giving me the opportunity to bid on your project.

Home owner

X\_\_\_\_\_

Mr. Home Repair

X\_\_\_\_\_

Village of Jamaica Beach - Sewage Treatment Plant Bulkhead Repairs Project  
 Bid Tabulation - June 15, 2021

Days	Item No.	Description	Quantity	Units	JS Haren		D&P Coastal Marine Construction LLC	
					Unit Price	Total Price	Unit Price	Total Price
						90	60	
	1	Labor to Install Vinyl Piling, concrete Piling Cap, and return walls (Materials to be paid separate by City)	230	LF	\$ 416.00	\$ 95,680.00	\$ 391.00	\$ 89,930.00
	2	Demo of existing pile cap	230	LF	\$ 40.00	\$ 9,200.00	\$ 117.00	\$ 26,910.00
	3	Labor to install fill dirt between the Old and New Bulkheads (Material to be paid separate by City)	20	CY	\$ 50.00	\$ 1,000.00	\$ 113.00	\$ 2,260.00
	4	Excavate and Seal Leaking Bulkhead Seams in Existing B	150	LF	\$ 20.00	\$ 3,000.00	\$ 91.00	\$ 13,650.00
	5	Check and Replace the rods (Labor only new the rods if ne	15	EA	\$ 500.00	\$ 7,500.00	\$ 895.00	\$ 13,425.00
	6	Re-GROUT joints that are bad.	5	EA	\$ 100.00	\$ 500.00	\$ 445.00	\$ 2,240.00
	<b>Total</b>					<b>\$ 116,880.00</b>		<b>\$ 148,415.00</b>

BULKHEAD

Accepted By

Accepted Date



Gulf Coast Marine Construction  
 1412 42nd st  
 Galveston, TX 77550  
 (409) 356-3650  
 gulfcmc@yahoo.com

## Estimate



ADDRESS
PO BOX 5264 Attention John Brick JAMAICA BEACH, TX 77554

SHIP TO
CITY-VILLAGE OF JAMAICA BEACH PO BOX 5264 JAMAICA BEACH, TX 77554

ESTIMATE #	DATE	EXPIRATION DATE
1206	10/01/2021	11/30/2021

ACTIVITY	QTY	RATE	AMOUNT
<b>01 Permits</b> City Building Permits Marina Dr (Property R289442) Sewage Treatment Plant Bulkhead repair project	1	0.00	0.00
<b>Bulkhead Material</b> Bulkhead material 4.1 14ft esp vinyl sheets. 3ft concrete cap/side walk. Includes 2 10ft wing walls.	1	43,942.12	43,942.12
<b>Bulkhead Labor</b> Bulkhead Installing Labor. Demo cap and install new vinyl bulkhead.	234	200.00	46,800.00
<b>Fill Dirt *</b> Fill Dirt Unknown at the time of bid sold per rate	20	315.00	6,300.00
<b>Leak Repair</b> 150ft other bulkhead section that needs repair (L shape lot) (Repiar) Check and grout each joint that is bad. * QTY could change	6	450.00	2,700.00
<b>Tie Back</b> 150ft other bulkhead section that needs repair (L shape lot) (Repiar) Check and replace any tie-rods. *QTY could change	6	475.00	2,850.00
<b>34 Filter Cloth</b> 8oz Filter Cloth along the 150ft of concrete Bulkhead.	1	2,300.00	2,300.00

TOTAL

**\$104,892.12**

DISCUSSION, POSSIBLE ACTION TO BE TAKEN ON THE BULKHEAD REPAIR PROJECT  
AWARD OF JOB TO GULF COAST MARINE CONSTRUCTION IN THE AMOUNT OF \$115,382 .  
Mondragon

**Gulf Coast Marine Construction**  
 1412 42nd st  
 Galveston, TX 77550  
 (409) 356-3650  
 gulfcmc@yahoo.com

# Estimate



ADDRESS
PO BOX 5264 Attention John Brick JAMAICA BEACH, TX 77554

SHIP TO
CITY-VILLAGE OF JAMAICA BEACH PO BOX 5264 JAMAICA BEACH, TX 77554

ESTIMATE #	DATE	EXPIRATION DATE
1206	10/01/2021	11/30/2021

*add \$ 115,000 to  
\$ 120,800.*

ACTIVITY	QTY	RATE	AMOUNT
<b>01 Permits</b> City Building Permits Marina Dr (Property R289442) Sewage Treatment Plant Bulkhead repair project	1	0.00	0.00
<b>Bulkhead Material</b> Bulkhead material 4.1 14ft esp vinyl sheets. 3ft concrete cap/side walk. Includes 2 10ft wing walls.	1	43,942.12	43,942.12
<b>Bulkhead Labor</b> Bulkhead Instaling Labor. Demo cap and install new vinyl bulkhead.	234	200.00	46,800.00
<b>Fill Dirt *</b> Fill Dirt Unknown at the time of bid sold per rate	20	315.00	6,300.00
<b>Leak Repair</b> 150ft other bulkhead section that needs repair (L shape lot) (Repiar) Check and grout each joint that is bad. * QTY could change	6	450.00	2,700.00
<b>Tie Back</b> 150ft other bulkhead section that needs repair (L shape lot) (Repiar) Check and replace any tie-rods. *QTY could change	6	475.00	2,850.00
<b>34 Filter Cloth</b> 8oz Filter Cloth along the 150ft of concrete Bulkhead. CONTINGENCY: All work will be completed according to standard practice and as specified. Any changes to agreed upon specifications, including unforeseen obstacles inhibiting proper construction, will be billed seperately with owner's prior notification/approval.	1	2,300.00	2,300.00

TOTAL

**\$104,892.12**





## CITY OF JAMAICA BEACH CITY COUNCIL AGENDA ITEM

MEETING DATE	May 23, 2024	
RESOLUTION or ORDINANCE #		
AGENDA TITLE	Homestead Exemption Discussion	
REQUESTING DEPARTMENT	Administration	
PRESENTER	Sharon Bower, Mayor	
FISCAL INFORMATION	Cost as recommended:	
	Budget Line Item:	
	Balance Available:	
	New Appropriation Required:	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
PURPOSE	To discuss a proposal to offer residence homestead exemptions from city ad valorem taxation	
BACKGROUND	A residence homestead as defined by Section 11.13 of the Texas Tax Code receives exemptions from Galveston County ad valorem taxation but does not receive exemptions from city ad valorem taxation. Mayor Bower is proposing adopting residence homestead exemptions from city ad valorem taxation.	
TEAM RECOMMENDATION		
REFERENCE DOCUMENTS ATTACHED		



## CITY OF JAMAICA BEACH CITY COUNCIL AGENDA ITEM

MEETING DATE	May 23, 2024	
RESOLUTION or ORDINANCE #		
AGENDA TITLE	Beach User Fee Plan	
REQUESTING DEPARTMENT	Administration	
PRESENTER	Sharon Bower, Mayor	
FISCAL INFORMATION	Cost as recommended:	
	Budget Line Item:	
	Balance Available:	
	New Appropriation Required:	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
PURPOSE	To discuss a proposal to implement a Beach User Fee Plan	
BACKGROUND	A local government may charge beach users a fee in exchange for providing beach-related services to beach users in general. A proposed Beach User Fee Plan would help manage beach crowding and provide a revenue stream for maintenance and improvements.	
TEAM RECOMMENDATION		
REFERENCE DOCUMENTS ATTACHED		