

**November 9, 2016**  
**City Council**  
**Special Meeting**  
**7:00 p.m.**



Julie Masters, Mayor  
Charles Suderman  
Bruce Henderson  
Walter Wilson

**AGENDA**  
City of Dickinson  
**CITY COUNCIL**  
**SPECIAL MEETING**

Wally Deats, Mayor Pro Tem  
Louis Decker  
William H. King III  
Julie M. Robinson, City  
Administrator

**November 9, 2016**

**NOTICE** is hereby given of a **SPECIAL MEETING** of the City Council for the City of Dickinson, County of Galveston, State of Texas, to be held on **WEDNESDAY, November 9, 2016, at 7:00 p.m.** at: 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items. The City Council of the City of Dickinson, Texas, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM:**

Invocation and Pledge of Allegiance.

**ITEM 2.) PROCLAMATIONS AND COUNCIL COMMENTS:**

A.

**ITEM 3.) PUBLIC COMMENTS:** At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, The City Council may not deliberate. **Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.**

**ITEM 4.) CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION:**

The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Council member requests, in which event, the item will be removed from the consent agenda and discussed after the consent agenda.

A. Approval of the Minutes of the Regular Council Meeting of October 25, 2016.

B. Resolution Number XXX-2016 - **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS APPROVING THE TERMS AND CONDITIONS OF A NON-REAL ESTATE DONATION AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND THE DICKINSON CITIZENS POLICE ACADEMY ALUMNI ASSOCIATION (“DCPAAA”) FOR THE DONATION OF UP TO \$11,500 IN EQUIPMENT FOR THE PURCHASE OF A ROBOT DEVICE AND RELATED EQUIPMENT TO SUPPORT THE CRIME PREVENTION EFFORTS OF DICKINSON POLICE DEPARTMENT; AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH**

**AGREEMENT; PROVIDING FOR THE INCORPORATION OF PREMISES; AND PROVIDING AN EFFECTIVE DATE.**

- C. Award of Competitive Sealed Bid #1609-07 for Four (4) New 2017 Full-Size ½ Ton Crew Cab 4-Door Pickup Trucks To Caldwell Country Chevrolet In An Amount Not To Exceed \$107,956.00 and One (1) New 2017 Mid-Size Police Package Sport Utility Vehicle to McRee Ford In An Amount Not To Exceed \$28,635.89.
- D. Award of Competitive Sealed Bid #1609-08 For All Supervision, Materials, Labor And Equipment Necessary For Improvement On Oleander Drive From Hwy 3 To Palm Drive, And Ecret Drive From City Limits To Dead End In Dickinson, Texas To AR Turnkey Construction for an amount not to exceed \$526,642.00.
- E. Authorizing The Purchase Of A Slope Mower From Power Trac For An Amount Not To Exceed \$64,210.00 To Preserve Or Protect The Public Health Or Safety Of The Municipality's Residents.

**OLD BUSINESS**

**ITEM 5.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Update on the Activities of the Galveston County Transit District Board.

**ITEM 6.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Update of Public Works Projects.

- A. Fiscal Year 2014-2015 Street Maintenance Sales Tax Projects [48<sup>th</sup> Street (East of Highway 3), 33<sup>rd</sup> Street (East), 28<sup>th</sup> Street (West of Highway 3), Leonetti Lane, Oleander (Palm to Bridge), and Greenbriar Street].
- B. Fiscal Year 2015-2016 Street Maintenance Sales Tax Projects [35<sup>th</sup> Street (East of Kansas Avenue), Nebraska Street, Hollywood Street, Gill Road, Johnson Street, Mariner's Way, Pine Oak Circle].
- C. Fiscal Year 2016-2017 Street Maintenance Sales Tax Projects [Winding Way, Pine Lane, Timber Lane, Chicago Street, Holly Drive, Woodlawn and Benson Street].
- D. Status of slope mower purchase.
- E. Status of equipment purchase.

**ITEM 7.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number XXX-2016 – **(Zoning Case ZMC-16-0924) AN ORDINANCE OF**

**THE CITY OF DICKINSON, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY, ORDINANCE NUMBER 420-2001, AS HERETOFORE AMENDED, SO AS TO REZONE APPROXIMATELY +/- 0.718 ACRES, LEGALLY DESCRIBED AS ABSTRACT 19 PERRY & AUSTIN .718 ACRES RESERVE A OF EDGEWOOD SUBDIVISION ADJACENT & NORTHWEST OF FM 1266, GENERALLY LOCATED NORTH OF EDGEWOOD DRIVE AND WEST OF FM 1266, WITH THE ADDRESSES BEING 2900, 2902, AND 2904 DICKINSON AVENUE IN THE CITY OF DICKINSON, GALVESTON COUNTY, TEXAS, FROM CONVENTIONAL RESIDENTIAL (CR) TO NEIGHBORHOOD COMMERCIAL (NC); DIRECTING A CHANGE ACCORDINGLY IN THE OFFICIAL ZONING MAP OF THE CITY; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION HEREOF; AND PROVIDING A REPEALER CLAUSE, A SAVINGS CLAUSE, A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.**  
(Second of Three Readings)

### **NEW BUSINESS**

- ITEM 8.) PUBLIC HEARING:** Concerning the City of Dickinson's Fair Housing Activity Statement Form – Texas ("FHA Form") And Any Proposed Revisions Thereto.
- A. Presentation of FHA Form And Any Proposed Revisions Thereto
  - B. Those In Favor
  - C. Those Against
  - D. Adjourn Public Hearing
- ITEM 9.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number XXX-2016 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RE-APPROVING A FAIR HOUSING ACTIVITY STATEMENT – TEXAS FORM ("FHA FORM"); PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.**
- ITEM 10.) PUBLIC HEARING:** Proposed Assessments Against Properties In The Dickinson Public Improvement District No. 1 (Bayou Lakes)
- A. Presentation of Proposed Assessments
  - B. Those In Favor
  - C. Those Against
  - D. Adjourn Public Hearing
- ITEM 11.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance #XXX-2016 – **AN ORDINANCE LEVYING A SPECIAL ASSESSMENT ON CERTAIN PROPERTY IN PUBLIC IMPROVEMENT DISTRICT NO. ONE**

**(BAYOU LAKES); PROVIDING FOR THE INCORPORATION OF A PREAMBLE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.**

**ITEM 12.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number XXX-2016 - **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS APPROVING THE TERMS AND CONDITIONS OF A NON-REAL ESTATE DONATION AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND LARRY BURK, OWNER OF MAINLAND CONCRETE FOR THE DONATION OF \$41,513.00 IN MATERIALS AND LABOR FOR THE RECONSTRUCTION OF LUHNING ROAD; AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; PROVIDING FOR THE INCORPORATION OF PREMISES; AND PROVIDING AN EFFECTIVE DATE.**

**ITEM 13.) EXECUTIVE SESSION:** The City Council will now hold a closed executive meeting pursuant to the provision of Chapter 551, Government Code, Vernon's Texas Codes annotated, in accordance with the authority contained in:

A. Section 551.071 – Consultation with Attorney regarding pending or contemplated litigation or a matter in which the duty of the City Attorney requires to be discussed in closed meeting.

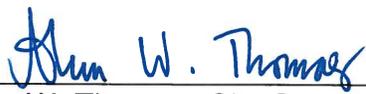
**ITEM 14.) RECONVENE**

**ITEM 15.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Matters Discussed in Executive Session.

**ITEM 16.) ADJOURN**

### **CERTIFICATION**

This is to certify that a copy of the Notice of the Special City Council Meeting for **WEDNESDAY, November 9, 2016**, was posted on the bulletin board at City Hall, 4403 Highway 3, Dickinson, Texas, on this the **30th day** of November, 2016, prior to 6:00 p.m.

  
\_\_\_\_\_  
Alun W. Thomas, City Secretary



In compliance with the Americans with Disabilities Act, the City of Dickinson will provide reasonable accommodations for disabled persons attending City Council Meetings. Requests should be received at least 24 hours prior to the scheduled meeting, by contacting the City Secretary's office at 281-337-6217, or by FAX at 281-337-6190.

# ITEM 1

# **City Council Meeting**

## **CALL TO ORDER**

### **Invocation**

**Given by:** \_\_\_\_\_

### **Pledge of Allegiance**

**Given by:** \_\_\_\_\_

### **Roll Call**

**CITY OF DICKINSON, TEXAS  
CITY COUNCIL MEETING  
ATTENDANCE LIST**

**MEETING DATE: November 9, 2016  
Special Meeting**

<b><u>MAYOR/COUNCIL</u></b>	<b><u>PRESENT</u></b>	<b><u>ABSENT</u></b>
MAYOR JULIE MASTERS	_____	_____
POS. 1: COUNCILMEMBER CHARLES SUDERMAN	_____	_____
POS. 2: COUNCILMEMBER BRUCE HENDERSON	_____	_____
POS. 3: COUNCILMEMBER WALTER WILSON	_____	_____
POS. 4: COUNCILMEMBER WALLY DEATS	_____	_____
POS. 5: COUNCILMEMBER LOUIS DECKER	_____	_____
POS. 6: COUNCILMEMBER WILLIAM KING	_____	_____
 <b><u>ALSO IN ATTENDANCE:</u></b>		
CITY ATTORNEY David W. Olson	_____	_____
CITY ADMINISTRATOR Julie M. Robinson	_____	_____
City Secretary Alun W. Thomas	_____	_____
Management Assistant Bryan Milward	_____	_____
Chief Financial Officer Stephanie Russell	_____	_____
Director of Community Dev. Zachary Meadows	_____	_____
Public Works Director Paul Booth	_____	_____
Fire Marshal Lee Darrow	_____	_____
Police Chief Ron Morales	_____	_____
EMS Director Derek Hunt	_____	_____
Court Administrator Irma Rivera	_____	_____
Library Director Lindsay Henson	_____	_____

# ITEM 2



# ITEM 3



# ITEM 4

# **CONSENT AGENDA**

# ITEM 4A

Julie Masters, Mayor  
Charles Suderman  
Bruce Henderson  
Walter Wilson

**MINUTES**  
City of Dickinson  
**CITY COUNCIL**  
**REGULAR MEETING**

Wally Deats, Mayor Pro Tem  
Louis Decker  
William H. King III  
Julie M. Robinson, City  
Administrator

**October 25, 2016**

**NOTICE** is hereby given of a **REGULAR MEETING** of the City Council for the City of Dickinson, County of Galveston, State of Texas, to be held on **TUESDAY, October 25, 2016, at 7:00 p.m.** at: 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items. The City Council of the City of Dickinson, Texas, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM:**

Invocation and Pledge of Allegiance.

Mayor Masters called the meeting to order at 7:03 p.m. City Secretary Alun Thomas called roll and certified a quorum. Council Members present were as follows: Mayor Julie Masters, Mayor Pro-Tem Wally Deats, and Council Members Charles Suderman, Bruce Henderson, Walter Wilson, Louis Decker and William H. King, III. Also present were City Administrator Julie Robinson, Management Assistant Bryan Milward, Chief Financial Officer Stephanie Russell, Director of Community Development Zachary Meadows, Director of Public Works Paul Booth, Fire Marshal Lee Darrow, Police Chief Ron Morales, Assistant Library Director Kathy Soehl, and Library Director Lindsay Henson. Council Member King gave the invocation, and Council Member Wilson led the Pledge of Allegiance.

**ITEM 2.) PROCLAMATIONS AND COUNCIL COMMENTS:**

A. Introduction of Lindsay Henson, New Library Director

City Administrator Julie Robinson introduced Ms. Henson to Council, and Council welcomed her.

Council Comments:

- Welcome and thank you to all attending.
- Last Thursday was a retirement party for Officer Elias "EJ" Juarez, who is retiring from the City after 22 years. He was a model officer and is held in high regard by all who know him.
- The Knights of Columbus will host a Fish Fry on Friday, November 4, 2016 from 5:00 p.m. through 7:30 p.m. at their facility at 27th Street and FM 1266.
- The Festival of Lights is in need of volunteers to help set up and prepare for the event this year.

- Several Council Members have eaten at TJ Reed's Better Burgers & Shakes since it opened last week on FM 517 West, and recommend the restaurant to all.
- Registered voters are urged to participate in the November 8, 2016 General Election by casting their votes.
- Congratulations on her selection and welcome to the City's new Library Director, Lindsay Henson.
- Congratulations to Keep Dickinson Beautiful for a successful "Art in the Park" event last Saturday.
- November 12, 2016 at 9:00 a.m. is the Veterans Day parade, which starts at the intersection of Timber Drive and FM 517. Everyone is encouraged to attend the parade in support of our veterans.
- The Rotary Club of Dickinson will host its annual Christmas parade on December 8, 2016. This year's theme is "A Star-Spangled Christmas."
- "Avec Appetit" recently opened on Saint Goar Street, behind the Library, and is a good place to eat.
- Dickinson First United Methodist Church has a pumpkin patch at their church on FM 517 West and is selling pumpkins for anyone interested.
- The City of League City recently passed a masonry ordinance, a copy of which our City Administrator has. Council Member Deats would like other members of Council to consider adding discussion of a similar ordinance to a future City of Dickinson Council agenda.
- Condolences to Diana Glass, wife of Howard "Buddy" Glass Jr. who passed away last week.
- Prayers are needed for the quick recovery of the Webster police officer who was struck by a vehicle this morning while directing traffic on FM 517 by the new Lobit Elementary and Middle Schools. Motorists are asked to pay extra attention to their driving to help avoid such accidents.
- Congratulations to Police Chief Ron Morales, who today is celebrating 20 years as Chief of the Dickinson Police Department.
- The Dickinson High School Gators football team faces Clear Falls High School next week, and we hope that the team manages to reach the playoffs and the championship this season.

**ITEM 3.) PUBLIC COMMENTS:** At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, The City Council may not deliberate. **Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.**

Scott Shrader, c/o 4500 FM 517 Rd E, Dickinson, Texas: On behalf of the members of the Dickinson Volunteer Fire Department, thank you to the

Council for approving an increase to the City's contributions to Dickinson Volunteer Fire Department firefighters' pensions.

**ITEM 4.) CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION:**

The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Council member requests, in which event, the item will be removed from the consent agenda and discussed after the consent agenda.

A. Approval of the Minutes of the Regular Council Meeting of October 11, 2016.

B. Resolution Number XXX-2016 - **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RATIFYING THE ACTIONS OF THE CITY ADMINISTRATOR IN SUBMITTING A NOTICE OF INTENT TO APPLY FOR THE SPECIAL DISTRICTS CALL FOR PLANNING STUDY PARTNERS 2017 PEDESTRIAN/BICYCLE (SPECIAL DISTRICTS) STUDIES GRANT PROGRAM SPONSORED BY HOUSTON-GALVESTON AREA COUNCIL; AND PROVIDING FOR INCORPORATION OF PREAMBLE AND AN EFFECTIVE DATE.**

Council Member Wilson made a motion to approve the Consent Agenda. Council Member Deats seconded the motion. There being no discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Henderson, Wilson, Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**OLD BUSINESS**

**ITEM 5.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Update on Activities of Houston-Galveston Area Council.

Council Member King provided an update of the activities of the Houston-Galveston Area Council meeting of October 18, 2016.

**ITEM 6.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number XXX-2016 – **AN ORDINANCE OF THE CITY OF DICKINSON, TEXAS, AMENDING SUBSECTION (1), 20 MILE PER HOUR SCHOOL ZONES, OF SUBSECTION (f), SCHOOL ZONES, OF SECTION 10-3, TRAFFIC-CONTROL DEVICES, OF CHAPTER 10, MOTOR VEHICLES AND TRAFFIC, OF THE CODE OF ORDINANCES BY ADDING THERETO A SCHOOL ZONE ON WINDING BROOK DRIVE FROM ITS**

**INTERSECTION WITH STATE FARM-TO-MARKET ROAD 517 TO A POINT ONE-HUNDRED NINE FEET (109') EAST OF WOOD SORREL DRIVE; PROVIDING FOR THE INCORPORATION OF PREAMBLE; PROVIDING FOR A PENALTY NOT TO EXCEED \$200 AND THAT EACH DAY DURING OR ON WHICH A VIOLATION OCCURS OR CONTINUES SHALL BE DEEMED A SEPARATE OFFENSE; AND PROVIDING A REPEALER CLAUSE, A SAVINGS CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE. (Second of Three Readings)**

Mayor Masters read the ordinance by caption only. Council Member Deats made a motion to approve the ordinance in two readings, and Council Member Decker seconded the motion. There being no discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Henderson, Wilson, Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**ITEM 7.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number XXX-2016 - **AN ORDINANCE OF THE CITY OF DICKINSON, TEXAS REVISING THE ORDINANCE NUMBER ASSIGNED TO THE ORDINANCE APPROVING AND ADOPTING THE CITY OF DICKINSON'S BUDGET FOR FISCAL YEAR 2001-2002 FROM ORDINANCE NUMBER 428-2001 TO ORDINANCE NUMBER 428-2001(A) TO CORRECT A CLERICAL ERROR IN ORDINANCE NUMBERING; PROVIDING FOR THE INCORPORATION OF A PREAMBLE; AND PROVIDING A REPEALER CLAUSE, A SAVINGS CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE. (Second of Three Readings)**

Mayor Masters read the ordinance by caption only. Council Member King made a motion to approve the ordinance in two readings, and Council Member Deats seconded the motion. There being no discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Henderson, Wilson, Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**NEW BUSINESS**

**ITEM 8.) CONDUCT A PUBLIC HEARING CONCERNING:** Zoning Case ZMC-16-0924, A Request To Amend The Official Zoning Map Of The City Of Dickinson On Approximately +/- 0.718 Acres, Legally Described As Abstract 19 Perry & Austin .718 Acres Reserve A Of Edgewood

Subdivision Adjacent & Northwest Of FM 1266, Generally Located North Of Edgewood Drive And West Of FM 1266, With The Addresses Being 2900, 2902, And 2904 Dickinson Avenue, In The City Of Dickinson, Galveston County, Texas, From Conventional Residential (CR) To Neighborhood Commercial (NC).

Mayor Masters opened the Public Hearing at 7:21 p.m.

A. Staff Presentation of Zoning Case.

Director of Community Development Zachary Meadows presented the zoning case to Council, and advised Council that the rezoning aligns with the City's Future Land Use Map. Mr. Meadows added that granting the rezoning would allow the property owner to lease out the available space on the property.

B. Applicant's Statement.

None.

C. Those In Favor.

None.

D. Those Opposed.

None.

E. Applicant's Rebuttal.

None.

F. Adjourn Public Hearing.

Mayor Masters adjourned the Public Hearing at 7:23 p.m.

- ITEM 9.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number XXX-2016 – **(Zoning Case ZMC-16-0924) AN ORDINANCE OF THE CITY OF DICKINSON, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY, ORDINANCE NUMBER 420-2001, AS HERETOFORE AMENDED, SO AS TO REZONE APPROXIMATELY +/- 0.718 ACRES, LEGALLY DESCRIBED AS ABSTRACT 19 PERRY & AUSTIN .718 ACRES RESERVE A OF EDGEWOOD SUBDIVISION ADJACENT & NORTHWEST OF FM 1266, GENERALLY LOCATED NORTH OF EDGEWOOD DRIVE AND WEST OF FM 1266, WITH THE ADDRESSES BEING 2900, 2902, AND 2904 DICKINSON AVENUE IN THE CITY OF DICKINSON, GALVESTON COUNTY, TEXAS, FROM**

**CONVENTIONAL RESIDENTIAL (CR) TO NEIGHBORHOOD COMMERCIAL (NC); DIRECTING A CHANGE ACCORDINGLY IN THE OFFICIAL ZONING MAP OF THE CITY; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION HEREOF; AND PROVIDING A REPEALER CLAUSE, A SAVINGS CLAUSE, A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE. (First of Three Readings)**

Mayor Masters read the ordinance by caption only. Council Member Wilson made a motion to approve the first reading of the ordinance, and Council Member Decker seconded the motion. Council discussed the length of time that the rezoning process takes to complete and the future possibility of proactively rezoning properties. There being no further discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Wilson, Henderson Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**ITEM 10.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Submission of Letter to Public Utility Commission of Texas and/or Texas Commission on Environmental Quality Supporting Approval of Proposed Fire Protection Plan and Contract Between Galveston County Water Control & Improvement District Number 1 and Dickinson Volunteer Fire Department.

City Administrator Julie Robinson provided Council with an overview of the item. Garland Copelin (3717 Kellner Road, Dickinson, Texas) and Chief Keith Morgan with Dickinson Volunteer Fire Department addressed the questions of Council regarding the proposed rate structure and oversight. Mr. Morgan informed Council that the rate would be based on the Dickinson Volunteer Fire Department's proposed annual budget, as approved by Galveston County Water Control & Improvement District Number 1.

Council Member Suderman made a motion to approve the submission of the letter, and Council Member Decker seconded the motion. There being no further discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Wilson, Henderson Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**ITEM 11.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number XXX-2016 - **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING THE SUBMISSION OF AN APPLICATION FOR FUNDS TO SOUTHEAST TEXAS HOUSING**

**FINANCE CORPORATION; AND PROVIDING FOR INCORPORATION OF PREAMBLE AND AN EFFECTIVE DATE.**

Mayor Masters read the resolution by caption only. Council Member Wilson made a motion to approve the resolution, and Council Member Henderson seconded the motion. There being no further discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Wilson, Henderson Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**ITEM 12.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Round 1 Proposed Road Stabilization Projects.

City Administrator Julie Robinson provided Council with an overview of the projects and distributed updated information to Council that corrected the details concerning proposed improvements to Colorado Avenue.

Council Member Wilson made a motion to move forward with the Round 1 Proposed Road Stabilization Projects, and Council Member Henderson seconded the motion. Director of Public Works Paul Booth addressed the questions of Council. There being no further discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Wilson, Henderson Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**ITEM 13.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Request from Festival of Lights to Temporarily Close the Northbound Lane on Maple Drive From 5:45 pm Until 10:00 pm Every Friday, Saturday and Sunday From November 26, 2016, Through December 11, 2016, and From 5:45 pm Until 10:00 pm Every Day From December 16, 2016, Through December 30, 2016.

Council Member Wilson made a motion to approve the request, and Council Member Deats seconded the motion. There being no discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Henderson, Wilson, Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**ITEM 14.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Cancellation of November 8, 2016 Regular City Council Meeting and Scheduling of November 9, 2016 Special City Council Meeting Due to Election Day.

Council Member Deats made a motion to approve cancellation of the November 8, 2016 Regular City Council Meeting and the scheduling of a November 9, 2016 Special City Council Meeting due to Election Day, and Council Member Decker seconded the motion. There being no discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Henderson, Wilson, Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**ITEM 15.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Cancellation of November 22, 2016 and December 27, 2016 Regular City Council Meetings Due to Holidays.

Council Member Wilson made a motion to approve cancellation of the November 22, 2016 and December 27, 2016 Regular City Council Meetings due to holidays, and Council Member Henderson seconded the motion. There being no discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Henderson, Wilson, Deats, Decker and King)

0 NAYS

**MOTION PASSED**

Mayor Masters recessed the regular meeting at 7:44 p.m.

**ITEM 16.) EXECUTIVE SESSION:** The City Council will now hold a closed executive meeting pursuant to the provision of Chapter 551, Government Code, Vernon's Texas Codes annotated, in accordance with the authority contained in:

A. Section 551.071 – Consultation with Attorney regarding pending or contemplated litigation or a matter in which the duty of the City Attorney requires to be discussed in closed meeting.

**ITEM 17.) RECONVENE**

Mayor Masters reconvened the regular meeting at 7:59 p.m.

**ITEM 18.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Matters Discussed in Executive Session.

None.

**ITEM 19.) ADJOURN**

Council Member Wilson made a motion to adjourn the meeting at 8:00 p.m., and Council Member King seconded the motion.

**VOTE:**

6 AYES (Suderman, Wilson, Henderson Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**PASSED, APPROVED AND ADOPTED** this the 9th day of November, 2016.

\_\_\_\_\_  
Julie Masters, Mayor

**ATTEST:**

\_\_\_\_\_  
Alun W. Thomas, City Secretary

# ITEM 4B

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**            November 9, 2016

**TOPIC:**                      Resolution Number XXX-2016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS APPROVING THE TERMS AND CONDITIONS OF A NON-REAL ESTATE DONATION AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND THE DICKINSON CITIZENS POLICE ACADEMY ALUMNI ASSOCIATION (“DCPAAA”) FOR THE DONATION OF UP TO \$11,500 IN EQUIPMENT FOR THE PURCHASE OF A ROBOT DEVICE AND RELATED EQUIPMENT TO SUPPORT THE CRIME PREVENTION EFFORTS OF DICKINSON POLICE DEPARTMENT; AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; PROVIDING FOR THE INCORPORATION OF PREMISES; AND PROVIDING AN EFFECTIVE DATE.**

**BACKGROUND:**            The DCPAAA has purchased a KC Cruiser Robot device to donate to the Dickinson Police Department for the purposes of supporting the Crime Prevention Program during oral presentations to youth groups and other organizations. The robot donation will include the purchase of the following support equipment: Light Bar Option, Custom Paint, Vinyl Decal Package, Robot Voice Modifier and Vehicle Water Squirter. The total cost of the equipment is: \$12,500. DCPAAA will contribute \$11,500 towards the purchase and requests that the City contribute \$1,000 to the project.

There are funds available in the Child Safety Fund to support the City’s \$1,000 donation to the project.

**RECOMMENDATION:**    Staff recommends approval of the Resolution

**ATTACHMENTS:**            • Resolution Number XXX-2016

**FUNDING ISSUES**             Not applicable  
 Not budgeted – funding is available in the Child Safety Fund revenue account.  
 Full Amount already budgeted.  
 Funds to be transferred from Acct.#            -            -

<b>SUBMITTING STAFF MEMBER</b>  Chief Ron Morales	<b>CITY ADMINISTRATOR APPROVAL</b> 
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<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**RESOLUTION NUMBER XXX-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS APPROVING THE TERMS AND CONDITIONS OF A NON-REAL ESTATE DONATION AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND THE DICKINSON CITIZENS POLICE ACADEMY ALUMNI ASSOCIATION (“DCPAAA”) FOR THE DONATION OF UP TO \$11,500 IN EQUIPMENT FOR THE PURCHASE OF A ROBOT DEVICE AND RELATED EQUIPMENT TO SUPPORT THE CRIME PREVENTION EFFORTS OF DICKINSON POLICE DEPARTMENT; AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; PROVIDING FOR THE INCORPORATION OF PREMISES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Dickinson, Texas, has been presented a proposed Non-Real Estate Donation Agreement by and between the City of Dickinson, Texas and the Dickinson Citizens Police Academy Alumni Association (hereinafter called “Agreement”), a copy of which is attached hereto as Exhibit “A” and incorporated herein by reference; and

**WHEREAS**, upon full review and consideration of the Agreement and all matters attendant and related thereto, the City Council is of the opinion that the terms and conditions thereof should be approved, and that the City Administrator should be authorized to execute the Agreement on behalf of the City of Dickinson and any and all documents necessary to effectuate such Agreement on behalf of the City of Dickinson.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

Section 1. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The terms and conditions of the Agreement, having been reviewed by the City Council of the City of Dickinson and found to be acceptable and in the best interests of the City of Dickinson and its citizens, are hereby in all things approved.

Section 3. The City Administrator is hereby authorized to execute the Agreement and empowered, for and on behalf of the City, to take all such actions and to execute, verify, acknowledge, certify to, file and deliver all such instruments and documents as shall in the judgment of the City Administrator be appropriate in order to effect the purposes of the foregoing resolution.

Section 4. This Resolution shall become effective immediately upon its passage.

**DULY PASSED AND APPROVED** on this the 9<sup>th</sup> day of November, 2016.

---

Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

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Alun W. Thomas, City Secretary  
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

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David W. Olson, City Attorney  
City of Dickinson, Texas

**EXHIBIT “A”**

**TO**

**RESOLUTION XXX-2016**

## NON-REAL ESTATE DONATION AGREEMENT FORM

The Non-Real Estate Donation Agreement Form must be signed by the donor and approved by the City Council of City for donations valued in an amount equal to or greater than \$1,001.00

THIS NON-REAL ESTATE DONATION AGREEMENT ("Agreement") dated this **12<sup>th</sup>** day of **July, 2016**, by and between the City of Dickinson, Texas, ("Donee") and **Dickinson Citizens Police Academy Alumni Association "DCPAAA"** ("Donor").

For and in consideration of the mutual covenants herein set forth, it is agreed as follows:

1. I/we would like to contribute \$\_\_\_\_\_ in cash to the City of Dickinson, Texas, with \_\_\_\_\_ restrictions \_\_\_\_\_no restrictions. (or)
2. I/we would like to contribute the following described personal property valued at \$ **12,500**\_\_\_\_\_ to the City of Dickinson, Texas, with **X**\_\_\_\_\_ conditions \_\_\_\_\_no conditions.

Property Description: **KC & Cruiser Robot, Cruiser Light Bar, Custom Paint, Vinyl Decal Package, Robot Voice Modifier and Vehicle Water Squirter equipment.**

If this Donation is with conditions, the following conditions apply: (please specify) **The City will reimburse the DCPAAA \$1,000 towards the purchase price of the said property description. The Robot will be used by the Dickinson Police Department during oral crime prevention presentations to youth groups and other organizations.**

This Agreement transfers legal title of the Donation to the City of Dickinson, Texas.

The City will notify the Donor upon approval of this Donation by the appropriate parties.

### Donor Information

Name of Donor: **Dickinson Citizens Police Academy Alumni Association "DCPAAA"**  
Address of Donor: **P.O. Box 269  
Dickinson, TX 77539-0269**

Please make checks payable to the City of Dickinson.

Please return this form to the City Administrator.

**DONOR HEREBY AGREES THAT I HAVE READ THE DONATION POLICY PROVISIONS OF THE CITY OF DICKINSON AND AGREE THAT THEY ARE ACCEPTABLE AND THAT THIS DONATION IS MADE WITHOUT ANY AGREEMENT**

**FROM THE CITY TO PROVIDE ANYTHING IN RETURN AND IS MADE WITHOUT EXPECTATION OF ANY OTHER BENEFITS FROM THE CITY.**

DONOR:

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

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

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

DONEE:

The City of Dickinson, Texas

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

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

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

Date of City Council Approval for Donations Equal to or Greater Than \$1,001.00:

\_\_\_\_\_

# ITEM 4C

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**            November 9, 2016

<b>TOPIC</b>	Award of Competitive Sealed Bid #1609-07 for Four (4) New 2017 Full-Sized ½ Ton Crew Cab 4-Door Pickup Trucks To Caldwell Country Chevrolet In An Amount Not To Exceed \$107,956.00 and One (1) New 2017 Mid-Size Police Package Sport Utility Vehicle to McRee Ford In An Amount Not To Exceed \$28,635.89.
--------------	--

<b>BACKGROUND</b>	<p>The City of Dickinson opened bids for Competitive Sealed Bid #1609-07 for Four (4) New 2017 Full-Sized ½ Ton Crew Cab 4-Door Pickup Trucks and One (1) New 2017 Mid-Size Police Package Sport Utility Vehicle on October 13, 2016 at approximately 11:10 AM. A total of Seven (7) written bids were submitted for these vehicles (for details see bid tabulation sheet provided with this agenda item).</p> <p>The lowest qualified bidder for the four pickup trucks was Caldwell Country Chevrolet, with a unit price of \$26,989 for each 2017 Chevy Silverado pickup truck.</p> <p>The lowest qualified bidder that had the lowest estimated delivery date for the mid-size sports utility vehicle was McRee Ford, with a unit price of \$28,635.89 for a 2017 Ford Explorer Police Package Vehicle.</p> <p>Both Caldwell Country Chevrolet and McRee Ford met all of the bid specifications in the Competitive Sealed Bid. Delivery of the vehicles will be made within 60-90 days from the date of order.</p>
-------------------	--

<b>RECOMMENDATION</b>	Staff recommends awarding Competitive Sealed Bid #1609-07 for Four (4) New 2017 Full-Sized ½ Ton Crew Cab 4-Door Pickup Trucks To Caldwell Country Chevrolet In An Amount Not To Exceed \$107,956.00 and One (1) New 2017 Mid-Size Police Package Sport Utility Vehicle to McRee Ford In An Amount Not To Exceed \$28,635.89.
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<b>ATTACHMENTS</b>	<ul style="list-style-type: none"> <li>• Bid Tabulation Sheet</li> <li>• Copy of Caldwell Country Chevrolet CSB#1609-07 Forms</li> <li>• Copy of McRee Ford CSB#1609-07 Forms</li> </ul>
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<b>FUNDING ISSUES</b>	<input type="checkbox"/> None <input checked="" type="checkbox"/> Full Amount already budgeted.
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**ACTIONS TAKEN**

<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>
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**Dickinson City Council  
Agenda Item Data Sheet**

<input type="checkbox"/> Funds to be transferred from Acct.#	-	-
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<b>SUBMITTING STAFF MEMBER</b> Chief Ron Morales	<b>CITY ADMINISTRATOR APPROVAL</b> <i>Stephanie Russell</i> for Julie Robinson
---	---

<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**CITY OF DICKINSON**  
**COMPETITIVE SEALED BID #1609-07: 2017 PICKUP TRUCKS AND A MID-SIZE SUV**  
**BID TABULATION**

<b>A. Four (4) 2017 Full-Size ½ ton Crew Cab 4-door Pickup Trucks (i.e. F-150, Silverado, GMC, RAM, etc.):*</b>	<b>Caldwell Country Ford</b>	<b>Caldwell Country Chevy</b>	<b>Love Field CDJR</b>	<b>McRee Ford</b>	<b>Jim Bass Ford</b>	<b>Grapevine Dodge</b>	<b>Classic Ford</b>
MAKE	Ford	Chevy	Ram	Ford	Ford	Ram	Ford
MODEL	F150 Supercrew	Silverado 4x2 Crewcab	1500	F150	F150 XL	1500 Crew Cab	F150 Supercrew XLT
UNIT PRICE	\$ 26,989.00	\$ 26,989.00	\$ 27,270.15	\$ 31,905.19	\$ 28,523.00	\$ 27,676.00	\$ 30,628.00
<b>TOTAL BID PRICE (ITEM A)</b>	<b>\$ 107,956.00</b>	<b>\$ 107,956.00</b>	<b>\$ 109,080.60</b>	<b>\$ 127,620.76</b>	<b>\$ 114,092.00</b>	<b>\$ 110,704.00</b>	<b>\$ 122,512.00</b>
ESTIMATED DELIVERY DAYS (ITEM A)	90-120 Days	60-90 Days	N/A	50-75 Days	75-85 Days	75-90 Days	100 Days
<b>B. One (1) Mid-Size 2017 Sport Utility Vehicle; Police Package Model (Ex: Explorer, Durango, equivalent):</b>	<b>Caldwell Country Ford</b>	<b>Country Chevy</b>	<b>Love Field CDJR</b>	<b>McRee Ford</b>	<b>Jim Bass Ford</b>	<b>Grapevine Dodge</b>	<b>Classic Ford</b>
MAKE	Ford	Chevy	No Bid	Ford	Ford	No Bid	Ford
MODEL	Explorer PPV K8A	Tahoe PPV	No Bid	Explorer	Utility Police Interceptor	No Bid	Explorer Police Interceptor
UNIT PRICE	\$ 29,775.00	\$ 30,975.00	\$ -	\$ 28,635.89	\$ 28,139.00	\$ -	\$ 30,428.00
<b>TOTAL BID PRICE (ITEM B)</b>	<b>\$ 29,775.00</b>	<b>\$ 30,975.00</b>	<b>\$ -</b>	<b>\$ 28,635.89</b>	<b>\$ 28,139.00</b>	<b>\$ -</b>	<b>\$ 30,428.00</b>
ESTIMATED DELIVERY DAYS (ITEM B)	90-120 Days	60-75 Days	No Bid	50-75 Days	85-100 Days	No Bid	100 Days
<b>TOTAL FOR ITEM A &amp; B (Excluding Warranties)</b>	<b>\$ 137,731.00</b>	<b>\$ 138,931.00</b>	<b>\$ 109,080.60</b>	<b>\$ 156,256.65</b>	<b>\$ 142,231.00</b>	<b>\$ 110,704.00</b>	<b>\$ 152,940.00</b>

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1609-07  
2017 PICKUP TRUCKS AND A MID-SIZE SUV**

**BID FORM CONTINUED**

- 1 In submitting this Bid, Bidder represents the following:
- a. Bidder has examined copies of these bidding and contract documents and of the following Addenda (receipt of which is hereby acknowledged):  
Addenda: NONE  
Date: 10/11/2016 Signature: [Signature]
  - b. Bidder has familiarized itself with the nature and extent of these documents, and all local conditions and Laws and Regulations that in any manner may affect cost of fulfilling the terms of contract.
  - c. Bidder has given the owner written notice of all conflict, errors, or discrepancies that it has discovered in these documents and the written resolution thereof by the City is acceptable to Bidder.
  - d. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or titles of any group, association, organization or corporation. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other bidder or over the City.
  - e. Bidder hereby certifies that the bid prices contained in this bid have been carefully reviewed and are submitted as correct and final.
  - f. This Bid will remain open and subject to acceptance for sixty (60) days after the day of Bid opening.
- 2 Bidder further certifies and agrees to furnish any and/or all product/service upon which prices are extended at the price offered, and accepts all of the terms and conditions of the Invitation to Bid, Specifications, Instructions to Bidders, General Conditions for Bidding and any Special Conditions contained herein.
- 3 Bidder hereby certifies that, if this bid is accepted, the undersigned Bidder shall enter into a contract with the City of Dickinson to furnish the services as specified or indicated in these Bid documents for the price indicated in this Bid and in accordance with the other terms and conditions of such contract documents.

**BIDDER:**

Company: Caldwell Country Chevrolet Date: 10/11/2016  
Signature: [Signature]  
Printed Name: AVENT KNAPP Title: Fleet Director  
Address: PO BOX 27  
City, State & Zip: Caldwell, TX 77036  
Telephone Number: 979 567 6116 Fax: 979 567 0053  
E-mail address: AKNAPP@CALDWELLCOUNTRY.COM  
Federal EID #/SSN #: 14-1956072

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1609-07  
2017 PICKUP TRUCKS AND A MID-SIZE SUV**

**BID FORM**

**A. FOUR (4) NEW 2017 FULL-SIZED ½ TON CREW CAB 4-DOOR PICKUP TRUCKS:**

Year	Make	Model	Unit Price	Total Bid Price*
2017	CHEVROLET	Silverado K12 Crewcab CC15743	\$26,989	\$26,989

\*Total Bid Price must include Standard Warranty

ESTIMATED DELIVERY DAYS AFTER RECEIPT OF PURCHASE ORDER: 60-90 days

Extended Warranty Information for Four Trucks			Bid Price
Power Train Warranty	5yr / 100,000 miles		\$ N/C
Base Care Warranty	5yr / 100,000 miles		\$ N/C
Extra Care Warranty	3yr / 36,000 miles		\$ N/C
Premium Care Warranty	3yr / 36,000 miles		\$ N/C
Other Warranty(ies)			\$ N/C

**B. ONE (1) NEW 2017 MID-SIZE POLICE PACKAGE SPORT UTILITY VEHICLE:**

Year	Make	Model	Unit Price	Total Bid Price*
2017	Chrysler	Tatone PPV CC15706	\$30,975	\$30,975

\*Total Bid Price must include Standard Warranty

ESTIMATED DELIVERY DAYS AFTER RECEIPT OF PURCHASE ORDER: 60-75 days

Extended Warranty Information for One SUV			Bid Price
Power Train Warranty	5yr / 100,000 miles		\$ N/C
Base Care Warranty	5yr / 100,000 miles		\$ N/C
Extra Care Warranty	3yr / 36,000 miles		\$ N/C
Premium Care Warranty	3yr / 36,000 miles		\$ N/C
Other Warranty(ies)			\$ N/C

**1 TOTAL BID PRICE (A & B Excluding Extended Warranty Information):** \$ 57,964.

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1609-07  
2017 PICKUP TRUCKS AND A MID-SIZE SUV**

*Caldwell Country  
Minivlet*

**SPECIFICATIONS & SPECIAL CONDITIONS**

**1. SPECIFICATIONS**

Unless otherwise stated, all specifications listed are minimum requirements:

ITEM	Check to confirm that product quoted meets each specification.
<b>A. Four (4) 2017 Full-Size ½ ton Crew Cab 4-door Pickup Trucks (i.e. F-150, Silverado, GMC, RAM, etc.):</b>	<i>Minivlet Silverado</i>
1. Engine Size: V-8, 5.0 Liter or Equivalent, Fuel Injection	<i>Y40 - 5.3L V8</i>
2. Cloth Split/Bench Front Seats - Cloth Rear Seats	<i>Y40</i>
3. Heavy Duty Floor Covering (Carpet) w/ front and rear floor mats	<i>Y40</i>
4. AM/FM Stereo	<i>Y40</i>
5. Limited Slip Differential	<i>Y45 - Locking Differential</i>
6. Automatic Overdrive Transmission	<i>Y40</i>
7. Power Windows/Door Locks	<i>Y40</i>
8. Keyless Remote Entry w/ Security System and Keyfob	<i>Y40</i>
9. Color: Clearcoat Metallic or Equivalent (flexible)	<i>Y40</i>
10. 4-Wheel Disc Brakes	<i>Y40</i>
11. Running Boards	<i>Y40</i>
12. Air Conditioning	<i>Y40</i>
13. Chrome appearance package	<i>Y40</i>
14. Towing Package	<i>Y40</i>
15. 4 x 2 wheel Drive	<i>Y40</i>
16. Factory Bluetooth	<i>Y40</i>
17.	
18.	
19.	
20.	

See Next Page for Item B and Special Conditions.

**CITY OF DICKINSON  
 COMPETITIVE SEALED BID #1609-07  
 2017 PICKUP TRUCKS AND A MID-SIZE SUV**

*Caldwell  
 Country Chevrolet*

ITEM	Check to confirm that product quoted meets each specification.
<b>B. One (1) Mid-Size 2017 Sport Utility Vehicle; Police Package Model (Ex: Explorer, Durango, equivalent):</b>	<i>PROVIDED TANOE PPV</i>
1. Engine Size: V-6 (350 Eco-Boost or Equivalent), Fuel Injection	<i>5.3L-V8</i>
2. 5 Passenger Seating	<i>Y</i>
3. Cloth Front Bucket Seating/Vinyl Rear Seating	<i>Y</i>
4. Heavy Duty Floor Covering (Rubber) with Floor Mats	<i>Y</i>
5. 4 x 2 Wheel Drive	<i>Y</i>
6. Automatic Overdrive Transmission	<i>Y</i>
7. Radio Suppression	<i>Y</i>
8. Power Windows/Door Locks	<i>Y</i>
9. Heavy Duty Belts & Hoses	<i>Y</i>
10. Heavy Duty Front & Rear Springs; Front and Rear Stabilizer Bars	<i>Y</i>
11. Remote Keyless Entry	<i>Y</i>
12. Color: Black Clearcoat <i>HBA</i>	<i>Y</i>
13. AM/FM Stereo	<i>Y</i>
14. Running Boards	<i>Y</i>
15. Air Conditioning (Front & Rear)	<i>Y</i>
16. Driver's Side Spotlight <i>7X6</i>	<i>Y</i>
17. Pre-wired for Emergency Equipment installation <i>Y</i>	<i>Y</i>
18. Wiring for horn & siren circuit <i>6J3</i>	<i>Y</i>
19. Wiring for grille lamps & siren speaker <i>6J4</i>	<i>Y</i>
20. Standard Warranty (5yr. 100,000 miles)	<i>Y</i>
21. Factory Bluetooth	<i>Y</i>
22.	
23.	
24.	
25.	

**2. SPECIAL CONDITIONS**

\*The City reserves the right to purchase vehicles with the above minimum specifications from the existing dealer's vehicle inventory.

Standard equipment is required on all items not specified. All Federal safety requirements must be met on delivery.

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1609-07  
2017 PICKUP TRUCKS AND A MID-SIZE SUV**

**BID FORM CONTINUED**

- 1 In submitting this Bid, Bidder represents the following:
- a. Bidder has examined copies of these bidding and contract documents and of the following Addenda (receipt of which is hereby acknowledged):  
Addenda: \_\_\_\_\_  
Date: \_\_\_\_\_ Signature: \_\_\_\_\_
  - b. Bidder has familiarized itself with the nature and extent of these documents, and all local conditions and Laws and Regulations that in any manner may affect cost of fulfilling the terms of contract.
  - c. Bidder has given the owner written notice of all conflict, errors, or discrepancies that it has discovered in these documents and the written resolution thereof by the City is acceptable to Bidder.
  - d. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or titles of any group, association, organization or corporation. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other bidder or over the City.
  - e. Bidder hereby certifies that the bid prices contained in this bid have been carefully reviewed and are submitted as correct and final.
  - f. This Bid will remain open and subject to acceptance for sixty (60) days after the day of Bid opening.
- 2 Bidder further certifies and agrees to furnish any and/or all product/service upon which prices are extended at the price offered, and accepts all of the terms and conditions of the Invitation to Bid, Specifications, Instructions to Bidders, General Conditions for Bidding and any Special Conditions contained herein.
- 3 Bidder hereby certifies that, if this bid is accepted, the undersigned Bidder shall enter into a contract with the City of Dickinson to furnish the services as specified or indicated in these Bid documents for the price indicated in this Bid and in accordance with the other terms and conditions of such contract documents.

**BIDDER:**

Company: McREE FORD, INC Date: 10-11-16  
Signature: Denny Stephens  
Printed Name: DENNY STEPHENS Title: CAM  
Address: 2800 GULF FREEWAY  
City, State & Zip: DICKINSON, TX 77539  
Telephone Number: 281-337-1529 Fax: 281-337-4024  
E-mail address: dstephens@mcreeford.com  
Federal EID #/SSN #: 74-1547557

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1609-07  
2017 PICKUP TRUCKS AND A MID-SIZE SUV**

**BID FORM**

**A. FOUR (4) NEW 2017 FULL-SIZED ½ TON CREW CAB 4-DOOR PICKUP TRUCKS:**

Year	Make	Model	Unit Price	Total Bid Price*
2017	FORD	F-150 SUPERCREW	\$31905.19	\$127,620.76

\*Total Bid Price must include Standard Warranty

ESTIMATED DELIVERY DAYS AFTER RECEIPT OF PURCHASE ORDER: 50-75

Extended Warranty Information for Four Trucks		Bid Price
Power Train Warranty	3YR, 100,000 MILES	\$ 6050
Base Care Warranty	3YR, 100,000 MILES	\$ 1,115.00
Extra Care Warranty	3YR, 100,000 MILES	\$ 1,200.00
Premium Care Warranty	3YR, 100,000 MILES	\$ 1,470.00
Other Warranty(ies)		\$ _____

**B. ONE (1) NEW 2017 MID-SIZE POLICE PACKAGE SPORT UTILITY VEHICLE:**

Year	Make	Model	Unit Price	Total Bid Price*
2017	FORD	EXPLORER POLICE	\$28635.89	\$28635.89

\*Total Bid Price must include Standard Warranty

ESTIMATED DELIVERY DAYS AFTER RECEIPT OF PURCHASE ORDER: 50-75

Extended Warranty Information for One SUV		Bid Price
Power Train Warranty	5YR, 100,000 MILES	\$ N/C
Base Care Warranty	3YR, 100,000 MILES	\$ 1,115.00
Extra Care Warranty	3YR, 100,000 MILES	\$ 1,200.00
Premium Care Warranty	3YR, 100,000 MILES	\$ 1,470.00
Other Warranty(ies)		\$ _____

**1 TOTAL BID PRICE (A & B Excluding Extended Warranty Information): \$156,256.65**

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1609-07  
2017 PICKUP TRUCKS AND A MID-SIZE SUV**

ITEM	Check to confirm that product quoted meets each specification.	
<b>B. One (1) Mid-Size 2017 Sport Utility Vehicle; Police Package Model (Ex: Explorer, Durango, equivalent):</b>		
1.	Engine Size: V-6 (350 Eco-Boost or Equivalent), Fuel Injection	✓
2.	5 Passenger Seating	✓
3.	Cloth Front Bucket Seating/Vinyl Rear Seating	✓
4.	Heavy Duty Floor Covering (Rubber) with Floor Mats	✓
5.	4 x 2 Wheel Drive	✓
6.	Automatic Overdrive Transmission	✓
7.	Radio Suppression	✓
8.	Power Windows/Door Locks	✓
9.	Heavy Duty Belts & Hoses	✓
10.	Heavy Duty Front & Rear Springs; Front and Rear Stabilizer Bars	✓
11.	Remote Keyless Entry	✓
12.	Color: Black Clearcoat	✓
13.	AM/FM Stereo	✓
14.	Running Boards	N/A
15.	Air Conditioning (Front & Rear)	✓
16.	Driver's Side Spotlight	✓
17.	Pre-wired for Emergency Equipment installation	✓
18.	Wiring for horn & siren circuit	✓
19.	Wiring for grille lamps & siren speaker	✓
20.	Standard Warranty (5yr. 100,000 miles)	✓
21.	Factory Bluetooth	✓
22.		
23.		
24.		
25.		

**2. SPECIAL CONDITIONS**

\*The City reserves the right to purchase vehicles with the above minimum specifications from the existing dealer's vehicle inventory.

Standard equipment is required on all items not specified. All Federal safety requirements must be met on delivery.

==>

Dealer: F52052

2017 EXPLORER 4-DOOR

Page: 1 of 1

Order No: 9999 Priority: M1 Ord FIN: QC376 Order Type: 5B Price Level: 745

Ord Code: 500A Cust/Flt Name: DICKINSON PO Number:

		RETAIL	DLR INV		RETAIL	DLR INV
K8A	4DR AWD POLICE	\$31510	\$30407.00	60R	NOISE SUPPRESS	\$100 \$95.00
	.112.6" WB			76D	DEFLECTOR PLATE	NC NC
G1	SHADOW BLACK			153	FRT LICENSE BKT	NC NC
9	CLTH BKTS/VNL R				SP FLT ACCT CR	(1003.00)
W	EBONY BLACK				FUEL CHARGE	4.14
500A	EQUIP GRP				DEST AND DELIV	945 945.00
	.PREM SINGLE CD				TOTAL BASE AND OPTIONS	37385 35038.14
99T	3.5 V6 ECOBOOST	3295	3130.00	TOTAL		37385 35038.14
44C	.6-SPD AUTO TRAN	NC	NC	*THIS IS NOT AN INVOICE*		
53M	SYNC SYSTEM	295	280.00			
17A	AUX CLIMATE CTL	610	579.00			
47C	WIRING KIT-FRT	105	100.00			
51Y	DRV SDE SPT LMP	215	204.00			
595	KEYLESS 2 FOBS	260	248.00			
60A	GRILL WIRING	50	49.00			

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC04443

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1609-07  
2017 PICKUP TRUCKS AND A MID-SIZE SUV**

**SPECIFICATIONS & SPECIAL CONDITIONS**

**1. SPECIFICATIONS**

Unless otherwise stated, all specifications listed are minimum requirements:

ITEM	Check to confirm that product quoted meets each specification.
<b>A. Four (4) 2017 Full-Size ½ ton Crew Cab 4-door Pickup Trucks (i.e. F-150, Silverado, GMC, RAM, etc.):*</b>	
1. Engine Size: V-8, 5.0 Liter or Equivalent, Fuel Injection	✓
2. Cloth Split/Bench Front Seats – Cloth Rear Seats	✓
3. Heavy Duty Floor Covering (Carpet) w/ front and rear floor mats	✓
4. AM/FM Stereo	✓
5. Limited Slip Differential	<i>E-LOCKING</i>
6. Automatic Overdrive Transmission	✓
7. Power Windows/Door Locks	✓
8. Keyless Remote Entry w/ Security System and Keyfob	✓
9. Color: Clearcoat Metallic or Equivalent (flexible)	✓
10. 4-Wheel Disc Brakes	✓
11. Running Boards	✓
12. Air Conditioning	✓
13. Chrome appearance package	✓
14. Towing Package	✓
15. 4 x 2 wheel Drive	✓
16. Factory Bluetooth	✓
17.	
18.	
19.	
20.	

See Next Page for Item B and Special Conditions.

CNGP530

VEHICLE ORDER CONFIRMATION

10/05/16 12:01:07

==>

Dealer: F52052

Page: 1 of 2

2017 F-150

Order No: 9999 Priority: L4 Ord FIN:

Order Type: 5B Price Level: 745

Ord PEP: 301A Cust/Flt Name:

PO Number:

		RETAIL	DLR INV		RETAIL	DLR INV
W1C	F150 4X2 CREW	\$37140	\$34540.00	6800#	GVWR	
	145" WHEELBASE			FRT LICENSE BKT	NC	NC
YZ	OXFORD WHITE			SELECTSHIFT		
M	PREM CLOTH			PRO TRAILER AST		
C	MED LIGHT CAMEL			53A TRAILER TOW PKG	895	824.00
301A	EQUIP GRP	2150	1979.00	MIR DUAL PWR		
	.XLT SERIES			23 GAL TANK		
	.REAR DEFROSTER			86B XLT CHROME PKG	1695	1560.00
	.8-WAY PWR SEAT			.265 BSW A-S		
	.BOXLINK			.CHROME STEP BAR		
	.REARVIEW CAMERA			.18" CHROME-LIKE		
	.SIRIUSXM SAT			FLEX FUEL		
99F	5.0L V8 FFV ENG	1595	1468.00	SP FLT ACCT CR		(1160.00)
446	ELEC 6-SPD AUTO			FUEL CHARGE		9.44
XL9	3.55 ELEC LOCK	470	433.00	DEST AND DELIV	1195	1195.00

TOTAL BASE AND OPTIONS 45140 40848.44

XLT MID DISCOUNT (1000) (920.00)

XLT DISCT CHRМ OR SPRT (750) (691.00)

TOTAL 43390 39237.44

\*THIS IS NOT AN INVOICE\*

# ITEM 4D

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE:** November 09, 2016

**TOPIC:** **CONSIDERATION AND POSSIBLE ACTION CONERNING:**  
Award Of Competitive Sealed Bid #1609-08 For All Supervision, Materials, Labor And Equipment Necessary For Improvement On Oleander Drive From Hwy 3 To Palm Drive, And Ecret Drive From City Limits To Dead End In Dickinson, Texas To AR Turnkee Construction for an amount not to exceed \$526,642.00.

**BACKGROUND:** On October 20, 2016, at approximately 10:10 a.m., the City opened competitive sealed bids for City of Dickinson Southside Drainage Improvements (CSB #1609-08) for all supervision, materials, labor and equipment necessary for improvement on Oleander Drive from Hwy 3 to Palm Drive, and Ecret Drive from city limits to dead end in Dickinson, Texas. The City received four bids for the project. IDS Engineering reviewed and qualified each of the bids and recommends that the City award the bid to AR Turnkee Construction, the lowest qualified bidder, at a bid of \$526,642.00.

The Southside Drainage Improvements include installation of 108 linear feet of storm sewer and placement of 6-inch concrete paving on Oleander Dr. at proposed storm sewer crossings and installation of 1,422 linear feet of storm sewer, concrete headwall, timber retaining wall, and placement of full depth asphalt or gravel at proposed storm sewer crossings on Ecret Drive from City limits to dead end. This project is funded by the CDBG Disaster Recovery Program Round 2.2.

**RECOMMENDATION:** Staff recommends Council award Competitive Sealed Bid #1609-08 for all supervision, materials, labor and equipment necessary for improvement on Oleander Drive from Hwy 3 to Palm Drive, and Ecret Drive from city limits to dead end in Dickinson, Texas to AR Turnkee Construction for an amount not to exceed \$526,642.00.

**ATTACHMENTS:**

- Recommendation Letter from IDS Engineering Group including Tabulation

**FUNDING ISSUES:**

Not applicable – no dollars are being spent or received.  
 Full amount funded by CDBG Disaster Recovery Program Round 2.2  
 Not budgeted.

**FINANCE VERIFICATION OF FUNDING:**  
*Stephanie Russell*

ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	

Dickinson City Council  
Agenda Item Data Sheet

<b>SUBMITTING STAFF MEMBER:</b> Stephanie Russell, CFO	<b>CITY ADMINISTRATOR APPROVAL:</b> <i>Stephanie Russell</i> for Julie Robinson
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<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>



October 25, 2016

City of Dickinson  
4403 State Highway 3  
Dickinson, Texas 77539

Attention: Ms. Stephanie Russell

Reference: Southside Drainage Improvements, City of Dickinson;  
Competitive Sealed Bid No. 1609-08 / IDS Job No. 0456-146-00, Contract No. 1

Dear Ms. Russell:

In accordance with your instructions, bids were opened and read on October 20, 2016, for construction of the above referenced project. A copy of the Bid Tabulation is attached.

We have examined the bids and find all of them to be complete and in order with the exception of minor mathematical errors which did not affect the outcome. The references and financial statements have been checked.

We, therefore, recommend award of the contract to the low bidder, AR Turnkey Construction Company, Inc. in the amount of \$526,642.00. Attached is the Certificate of Interested Parties (Form 1295) completed by contractor recommended for award of the above referenced project.

If you have any questions or comments, please call.

Sincerely,

A handwritten signature in blue ink, appearing to read "Travis S. Sellers".

Travis S. Sellers, P.E.  
Vice President

TSS/jbw

\\fs3\Projects\1800\184100407 Southside Drainage\Engr\450 CPS (rebid 2016)\060 Corres\REC\_OF\_AWARD\_TO\_OWNER.docx

cc: Paul Booth, Director of Public Works, City of Dickinson  
Patrick Wiltshire, Public Management, Inc.  
IDS CP File (B)

**Southside Drainage Improvements  
Competitive Sealed Bid No. 1609-08  
Opened October 20, 2016 at 10:00 A.M.**

				AR Turknee		RAC Industries		Tandem Services		Conrad Construction	
<b>A. Ecret Street from City Limits to Dead End – Base Bid</b>											
Item	Description	Unit	Budgeted Qty.	Unit Cost	Extended Cost						
1.	Mobilization	L.S.	1	\$20,000.00 (Fixed)	\$ 20,000.00						
2.	Traffic Control Plan	L.S.	1	\$ 5,000.00 (Fixed)	\$ 5,000.00						
<b>EARTHWORK ITEMS:</b>											
3.	Remove and Properly Dispose of Existing Stabilized Base and Asphalt Pavement, All Depths	STA.	0.2	\$ 1,000.00	\$ 200.00	\$ 1,800.00	\$ 360.00	\$ 10,000.00	\$ 2,000.00	\$ 17,500.00	\$ 3,500.00
4.	Excavation (Roadway) and Haul-Off, Complete in Place	C.Y.	60	\$ 4.00	\$ 240.00	\$ 20.00	\$ 1,200.00	\$ 15.00	\$ 900.00	\$ 30.00	\$ 1,800.00
5.	Borrow, Complete in Place	C.Y.	15	\$ 11.00	\$ 165.00	\$ 27.00	\$ 405.00	\$ 160.00	\$ 2,400.00	\$ 15.00	\$ 225.00
<b>PAVING ITEMS:</b>											
6.	Remove and dispose driveway, All types, All Thicknesses	S.Y.	504	\$ 12.00	\$ 6,048.00	\$ 7.00	\$ 3,528.00	\$ 36.00	\$ 18,144.00	\$ 8.00	\$ 4,032.00
7.	Furnish and Install Reinforced Concrete Driveway, All Thicknesses, Complete in Place	S.Y.	443	\$ 87.00	\$ 38,541.00	\$ 93.00	\$ 41,199.00	\$ 70.00	\$ 31,010.00	\$ 72.50	\$ 32,117.50
8.	Full Depth Asphalt Roadway Repair	S.Y.	83	\$ 60.00	\$ 4,980.00	\$ 85.00	\$ 7,055.00	\$ 150.00	\$ 12,450.00	\$ 150.00	\$ 12,450.00
9.	Full Depth Gravel Roadway Repair	S.Y.	54	\$ 36.00	\$ 1,944.00	\$ 50.00	\$ 2,700.00	\$ 100.00	\$ 5,400.00	\$ 75.00	\$ 4,050.00
10.	Remove and replace walkway with reinforced concrete, Complete in Place	S.Y.	5	\$ 60.00	\$ 300.00	\$ 81.00	\$ 405.00	\$ 100.00	\$ 500.00	\$ 100.00	\$ 500.00
<b>EROSION CONTROL ITEMS:</b>											
11.	Implementation of Storm Water Pollution Prevention Plan including Materials, installation, maintenance, permitting, inspections, and reporting for all pollution prevention measures as shown on the plans, Complete in Place	L.S.	1	\$ 1,200.00	\$ 1,200.00	\$ 1,380.00	\$ 1,380.00	\$ 1,560.00	\$ 1,560.00	\$ 57,500.00	\$ 57,500.00
12.	Furnish and Install Sodding, Complete in Place	S.Y.	206	\$ 5.00	\$ 1,030.00	\$ 5.50	\$ 1,133.00	\$ 6.00	\$ 1,236.00	\$ 7.50	\$ 1,545.00
<b>WATER LINE ITEMS:</b>											
13.	Remove Existing 8" Water Line	L.F.	180	\$ 10.00	\$ 1,800.00	\$ 9.20	\$ 1,656.00	\$ 15.00	\$ 2,700.00	\$ 15.00	\$ 2,700.00
14.	Remove and Replace Existing 8" Water Valve	EA.	2	\$ 1,800.00	\$ 3,600.00	\$ 1,150.00	\$ 2,300.00	\$ 1,485.00	\$ 2,970.00	\$ 3,000.00	\$ 6,000.00
15.	Adjust Water Valve to Finished Grade	EA.	2	\$ 200.00	\$ 400.00	\$ 345.00	\$ 690.00	\$ 300.00	\$ 600.00	\$ 800.00	\$ 1,600.00
16.	Furnish and Install 8" Water Line, Complete in Place	L.F.	180	\$ 90.00	\$ 16,200.00	\$ 50.00	\$ 9,000.00	\$ 60.00	\$ 10,800.00	\$ 75.00	\$ 13,500.00
17.	Furnish and Install 8" Wet Connection	EA.	6	\$ 1,000.00	\$ 6,000.00	\$ 1,380.00	\$ 8,280.00	\$ 825.00	\$ 4,950.00	\$ 2,000.00	\$ 12,000.00

DRAINAGE ITEMS:											
18.	Remove Existing Inlet	EA.	2	\$ 300.00	\$ 600.00	\$ 230.00	\$ 460.00	\$ 495.00	\$ 990.00	\$ 500.00	\$ 1,000.00
19.	Remove Existing 12" Culvert	L.F.	57	\$ 10.00	\$ 570.00	\$ 18.00	\$ 1,026.00	\$ 20.00	\$ 1,140.00	\$ 12.00	\$ 684.00
20.	Remove Existing 15" Culvert	L.F.	74	\$ 12.00	\$ 888.00	\$ 18.00	\$ 1,332.00	\$ 27.00	\$ 1,998.00	\$ 12.00	\$ 888.00
21.	Remove Existing 18" Culvert	L.F.	202	\$ 14.00	\$ 2,828.00	\$ 18.00	\$ 3,636.00	\$ 29.00	\$ 5,858.00	\$ 12.00	\$ 2,424.00
22.	Remove Existing 24" Culvert/24" stm lead	L.F.	33	\$ 14.00	\$ 462.00	\$ 18.00	\$ 594.00	\$ 32.00	\$ 1,056.00	\$ 12.00	\$ 396.00
23.	Remove Existing 30" Culvert	L.F.	68	\$ 15.00	\$ 1,020.00	\$ 25.00	\$ 1,700.00	\$ 34.00	\$ 2,312.00	\$ 15.00	\$ 1,020.00
24.	Remove Existing 36" Culvert	L.F.	267	\$ 16.00	\$ 4,272.00	\$ 25.00	\$ 6,675.00	\$ 36.00	\$ 9,612.00	\$ 15.00	\$ 4,005.00
25.	Remove Existing 48" Culvert	L.F.	31	\$ 16.00	\$ 496.00	\$ 30.00	\$ 930.00	\$ 43.00	\$ 1,333.00	\$ 20.00	\$ 620.00
26.	Regrade Ditches	L.F.	100	\$ 5.00	\$ 500.00	\$ 10.00	\$ 1,000.00	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00
27.	Furnish and Install 15" RCP, Complete in Place	L.F.	416	\$ 55.50	\$ 23,088.00	\$ 61.00	\$ 25,376.00	\$ 42.00	\$ 17,472.00	\$ 82.00	\$ 34,112.00
28.	Furnish and Install 18" RCP, Complete in Place	L.F.	248	\$ 62.00	\$ 15,376.00	\$ 63.00	\$ 15,624.00	\$ 44.00	\$ 10,912.00	\$ 85.00	\$ 21,080.00
29.	Furnish and Install 24" RCP, Complete in Place	L.F.	32	\$ 77.00	\$ 2,464.00	\$ 72.00	\$ 2,304.00	\$ 54.00	\$ 1,728.00	\$ 118.00	\$ 3,776.00
30.	Furnish and Install 30" RCP, Complete in Place	L.F.	240	\$ 92.00	\$ 22,080.00	\$ 98.00	\$ 23,520.00	\$ 70.00	\$ 16,800.00	\$ 120.00	\$ 28,800.00
31.	Furnish and Install 36" RCP, Complete in Place	L.F.	392	\$ 125.00	\$ 49,000.00	\$ 123.00	\$ 48,216.00	\$ 78.00	\$ 30,576.00	\$ 150.00	\$ 58,800.00
32.	Furnish and Install 42" RCP, Complete in Place	L.F.	70	\$ 150.00	\$ 10,500.00	\$ 148.00	\$ 10,360.00	\$ 88.00	\$ 6,160.00	\$ 195.00	\$ 13,650.00
33.	Furnish and Install Type "A" Inlets	EA.	3	\$ 2,200.00	\$ 6,600.00	\$ 2,740.00	\$ 8,220.00	\$ 1,900.00	\$ 5,700.00	\$ 3,200.00	\$ 9,600.00
34.	Furnish and Install Combination Concrete Headwalls for 2x42" RCP's and 1x36" RCP and one FW-0 Wingwall Including 5" Concrete Apron, Complete in Place	EA.	1	\$ 35,000.00	\$ 35,000.00	\$ 9,500.00	\$ 9,500.00	\$ 30,800.00	\$ 30,800.00	\$ 60,000.00	\$ 60,000.00
35.	Furnish and Install Timber Retaining Wall, Complete in Place	EA.	1	\$ 2,000.00	\$ 2,000.00	\$ 1,200.00	\$ 1,200.00	\$ 5,800.00	\$ 5,800.00	\$ 4,500.00	\$ 4,500.00
36.	Furnish and Install Rip-Rap Gradation No. 1 with Geotextile Fabric, 18-inch thick mat	S.Y.	71	\$ 72.00	\$ 5,112.00	\$ 79.00	\$ 5,609.00	\$ 200.00	\$ 14,200.00	\$ 95.00	\$ 6,745.00
MISCELLANEOUS ITEMS:											
37.	Furnish and Install Project Sign, Complete in Place	EA.	1	\$ 900.00	\$ 900.00	\$ 900.00	\$ 900.00	\$ 800.00	\$ 800.00	\$ 1,000.00	\$ 1,000.00
<b>ECRET STREET FROM CITY LIMITS TO DEAD END – BASE BID</b>				<b>SUBTOTAL:</b>	<b>\$ 291,404.00</b>	<b>\$ 274,473.00</b>	<b>\$ 289,867.00</b>	<b>\$ 433,619.50</b>			

B. Oleander Drive											
Item	Description	Unit	Budgeted Qty.	Unit Cost	Extended Cost						
38.	Mobilization	L.S.	1	\$20,000.00 (Fixed)	\$ 20,000.00						
39.	Traffic Control Plan	L.S.	1	\$10,000.00 (Fixed)	\$ 10,000.00						
<b>EARTHWORK ITEMS:</b>											
40.	Remove and Properly Dispose of Existing Stabilized Base and Asphalt Pavement, All Depths	STA.	1.4	\$ 1,000.00	\$ 1,400.00	\$ 2,000.00	\$ 2,800.00	\$ 10,000.00	\$ 14,000.00	\$ 4,000.00	\$ 5,600.00
41.	Excavation (Roadway) and Haul-Off, Complete in Place	C.Y.	135	\$ 15.00	\$ 2,025.00	\$ 16.00	\$ 2,160.00	\$ 15.00	\$ 2,025.00	\$ 30.00	\$ 4,050.00
42.	Borrow, Complete in Place	C.Y.	34	\$ 11.00	\$ 374.00	\$ 25.00	\$ 850.00	\$ 160.00	\$ 5,440.00	\$ 15.00	\$ 510.00
<b>PAVING ITEMS:</b>											
43.	Furnish and Install 6" Reinforced Concrete Paving, Complete in Place	S.Y.	168	\$ 87.00	\$ 14,616.00	\$ 95.00	\$ 15,960.00	\$ 70.00	\$ 11,760.00	\$ 125.00	\$ 21,000.00
44.	Furnish and Install 6" Cement-Stabilized Sand, Complete in Place	S.Y.	185	\$ 20.00	\$ 3,700.00	\$ 25.00	\$ 4,625.00	\$ 12.00	\$ 2,220.00	\$ 33.00	\$ 6,105.00
45.	Full Depth Asphalt Roadway Repair	S.Y.	60	\$ 60.00	\$ 3,600.00	\$ 70.00	\$ 4,200.00	\$ 150.00	\$ 9,000.00	\$ 120.00	\$ 7,200.00
46.	Remove Guard Rail, Complete in Place	L.F.	284	\$ 20.00	\$ 5,680.00	\$ 5.00	\$ 1,420.00	\$ 10.00	\$ 2,840.00	\$ 10.00	\$ 2,840.00
47.	Furnish and Install Guard Rail with 3' Mow Strip, Complete in Place	L.F.	475	\$ 30.00	\$ 14,250.00	\$ 52.00	\$ 24,700.00	\$ 38.50	\$ 18,287.50	\$ 65.00	\$ 30,875.00
48.	Furnish and Install Terminal Anchor Section, Complete in Place	EA.	4	\$ 1,200.00	\$ 4,800.00	\$ 1,700.00	\$ 6,800.00	\$ 630.00	\$ 2,520.00	\$ 2,000.00	\$ 8,000.00
<b>EROSION CONTROL ITEMS:</b>											
49.	Implementation of Storm Water Pollution Prevention Plan including Materials, installation, maintenance, permitting, inspections, and reporting for all pollution prevention measures as shown on the plans, Complete in Place	L.S.	1	\$ 750.00	\$ 750.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00	\$ 55,000.00	\$ 55,000.00
50.	Furnish and Install Sodding, Complete in Place	S.Y.	21	\$ 5.00	\$ 105.00	\$ 6.00	\$ 126.00	\$ 6.00	\$ 126.00	\$ 20.00	\$ 420.00

DRAINAGE ITEMS:											
51.	Remove Existing 78" Culvert	L.F.	32	\$ 25.00	\$ 800.00	\$ 35.00	\$ 1,120.00	\$ 140.00	\$ 4,480.00	\$ 150.00	\$ 4,800.00
52.	Remove Existing 84" Culvert	L.F.	56	\$ 35.00	\$ 1,960.00	\$ 35.00	\$ 1,960.00	\$ 140.00	\$ 7,840.00	\$ 100.00	\$ 5,600.00
53.	Furnish and Install 5-inch concrete channel lining, Complete in Place	S.Y.	694	\$ 77.00	\$ 53,438.00	\$ 70.00	\$ 48,580.00	\$ 122.00	\$ 84,668.00	\$ 88.00	\$ 61,072.00
54.	Regrade Ditches	L.F.	100	\$ 5.00	\$ 500.00	\$ 12.00	\$ 1,200.00	\$ 20.00	\$ 2,000.00	\$ 20.00	\$ 2,000.00
55.	Furnish and Install 7'x6' RCB, Complete in Place	L.F.	80	\$ 475.00	\$ 38,000.00	\$ 750.00	\$ 60,000.00	\$ 320.00	\$ 25,600.00	\$ 625.00	\$ 50,000.00
56.	Furnish and Install 7'x7' RCB, Complete in Place	L.F.	28	\$ 495.00	\$ 13,860.00	\$ 800.00	\$ 22,400.00	\$ 340.00	\$ 9,520.00	\$ 900.00	\$ 25,200.00
57.	Furnish and Install Concrete Headwall and Wingwalls Including 5" Concrete Aprons, As Shown In The Plans, Complete in Place	EA.	4	\$ 9,500.00	\$ 38,000.00	\$ 11,000.00	\$ 44,000.00	\$ 20,000.00	\$ 80,000.00	\$ 19,500.00	\$ 78,000.00
58.	Furnish and Install Rip-rap Gradation No. 1 with Geotextile fabric, 18-inch thick mat	S.Y.	157	\$ 40.00	\$ 6,280.00	\$ 70.00	\$ 10,990.00	\$ 200.00	\$ 31,400.00	\$ 95.00	\$ 14,915.00
MISCELLANEOUS ITEMS:											
59.	Furnish and Install Project Sign, Complete in Place	EA.	2	\$ 550.00	\$ 1,100.00	\$ 900.00	\$ 1,800.00	\$ 800.00	\$ 1,600.00	\$ 1,000.00	\$ 2,000.00
<b>OLEANDER DRIVE</b>				<b>SUBTOTAL: \$ 235,238.00</b>		<b>\$ 286,691.00</b>		<b>\$ 348,326.50</b>		<b>\$ 415,187.00</b>	
<b>A. SUBTOTAL ECRET STREET FROM CITY LIMITS TO DEAD END</b>				<b>\$ 291,404.00</b>		<b>\$ 274,473.00</b>		<b>\$ 289,867.00</b>		<b>\$ 433,619.50</b>	
<b>B. SUBTOTAL OLEANDER DRIVE</b>				<b>\$ 235,238.00</b>		<b>\$ 286,691.00</b>		<b>\$ 348,326.50</b>		<b>\$ 415,187.00</b>	
<b>A. AND B. TOTAL AMOUNT BID (All Sections):</b>				<b>\$ 526,642.00</b>		<b>\$ 561,164.00</b>		<b>\$ 638,193.50</b>		<b>\$ 848,806.50</b>	

indicates math error

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

AR TURNKEE CONSTRUCTION CO INC  
HOUSTON, TX United States

Certificate Number:  
2016-126218

Date Filed:  
10/19/2016

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

CITY OF DICKINSON

Date Acknowledged:

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

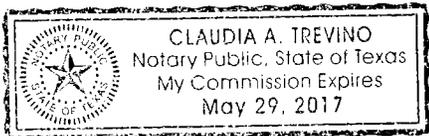
1609-08  
SOUTHSIDE DRAINAGE IMPROVEMENTS

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	TURNER, ADAM	Houston, TX United States	X	

**5 Check only if there is NO Interested Party.**

**6 AFFIDAVIT**

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



*Adam Turner*

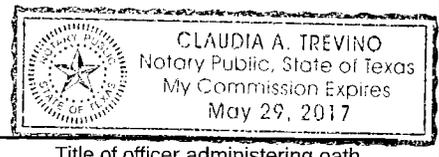
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Adam Turner, this the 20<sup>th</sup> day of October, 2016, to certify which, witness my hand and seal of office.

*[Signature]*  
Signature of officer administering oath

Claudia Trevino  
Printed name of officer administering oath



Title of officer administering oath

# ITEM 4E

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE:** November 9, 2016

**TOPIC:** Authorizing The Purchase Of A Slope Mower From Power Trac For An Amount Not To Exceed \$64,210.00 To Preserve Or Protect The Public Health Or Safety Of The Municipality's Residents.

**BACKGROUND:** In accordance with Texas Local Government Code Chapter 252 the City advertised Competitive Sealed Bid #1710-01 for a Slope Mower. No bids were received as of 10:00 AM October 20, 2016. However, after the bid opening Power Trac, a prospective vendor, informed the City that their submission was mailed via UPS and they had confirmation of delivery. After confirming the package was not delivered to the City Power Trac filed a claim with UPS and the original package is being located.

Power Trac has provided a copy of their original bid to the City which meets all of the specified requirements for a total of \$64,210.00 including shipping. Due to the current condition of the City's ditches staff recommends proceeding with Power Trac's bid rather than re-advertising in order to preserve or protect the public health or safety of the municipality's residents per Section 252.022 of Texas Local Government Code Chapter 252.

If approved, the estimated delivery for the new slope mower is 90 calendar days from receipt of a purchase order.

**RECOMMENDATION:** Staff recommends authorizing the purchase of the slope mower from Power Trac for an amount not to exceed \$64,210.00 to preserve or protect the public health or safety of the municipality's residents.

**ATTACHMENTS:**

- Copy of Bid from Power Trac
- Confirmation of delivery from UPS

**FUNDING ISSUES:**

Not applicable – no dollars are being spent or received.

Full amount already budgeted in Acct/Project# 21-8604-12

Not budgeted. \_\_\_\_\_

**FINANCE VERIFICATION OF FUNDING:**

*Stephanie Russell*

<p><b>SUBMITTING STAFF MEMBER:</b> Stephanie Russell, CFO</p>	<p><b>CITY ADMINISTRATOR APPROVAL:</b> <i>Stephanie Russell</i> for Julie Robinson</p>
---	--

ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	

***Power Trac***  
***P O Box 539***  
***Tazewell, VA 24651***  
***1-800-843-9273***  
***FAX:276-988-9566***

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**City of Dickinson**  
**Dickinson City Hall**  
**4403 State Highway 3**  
**Dickinson, TX 77539**

**Re: Sealed Bid #1710-01**  
**Slope Mower**

**October 17, 2016**

**To Whom It May Concern:**

Please find enclosed our bid for Competitive Sealed Bid #1710-01 Slope Mower. We have bid out Power Trac PT-1850 slope mower that mows 45 degrees. We are an original equipment manufacturer located in Tazewell, VA and we sell direct through North America.

We do deviate from your terms and conditions slightly as written below:

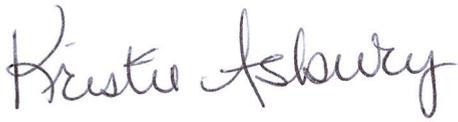
1. We do not travel to your location for service/repairs or training, etc. Since we do not sell through dealers, we work with you to replace parts on the machine during the warranty period and after. We keep a huge inventory of replacement parts so we can get them to you quickly.
2. Our shipping terms are FOB Tazewell, VA. The shipper who quoted your order has a large amount of cargo insurance and is a private shipper which means he will not be driving the machine to several trucking terminals, etc. but will haul the equipment directly to you. This ensures safer travel for the shipment and the shipper's insurance would cover any damage that may incur during shipping.
3. Our frame is made from steel plate but no anchors are needed.
4. The PT-1850 runs the 90" mower – not the 72" mower. The 90" mower comes standard as a rough-cut mower but a finish cut kit is used to convert the mowing deck to a finish-cut deck. (This kit is included in the bid).
5. The PT-1850 runs the 10 ft knuckle boom mower, not the 8 ft knuckle boom mower. (Correct mower is quoted in the bid).

6. An 84" Sweeper is recommended to run on an 1850 – not a 60" Sweeper which is not as wide as the machine.
7. Our parts manual includes service and operating instructions – we do not offer separate manuals.

We offer demos and operational/service training at our facility at any time. If you travel to our facility and need a hotel during your stay, we have an account with a small hotel in our town and will pay for your stay there.

Please let me know if you have any questions. Thank you for the opportunity to bid our machine.

**Best Regards,**



**Kristie Asbury  
Power Trac**

**POWER TRAC for Slope Mower**  
**Diesel - 1,200 lb. Lift - 1/2" Quick Attach**

- PT1845** - 45 HP Deutz - 72" Lift Height for 40° Slope----- \$36,900
- PT1850** - 65 HP Deutz - 72" Lift Height for 45° Slope----- \$38,000

**ATTACHMENTS**

- |   |   |
|---|---|
| <p>1. Mowers for PT1845:</p> <ul style="list-style-type: none"> <li>T3011 - 72" - 3 Blade Finish Mower 40°----- \$4,000 <input type="checkbox"/></li> <li>T3015 - 72" Flail (35° Slope)----- \$5,500 <input type="checkbox"/></li> </ul> <p>2. Mowers for PT1850:</p> <ul style="list-style-type: none"> <li>T3013 - 90"3 Blade Rough Cut Mower 45° -- \$5,500 <input checked="" type="checkbox"/></li> <li>K137 - Finish Cut Kit----- \$500 <input checked="" type="checkbox"/></li> <li>T3017 - 96" Flail (40° Slope)----- \$6,000 <input type="checkbox"/></li> </ul> <p>3. T3298 - Knuckle Boom Mower, 10 ft.----- \$6,000 <input checked="" type="checkbox"/></p> <p>4. Buckets:</p> <ul style="list-style-type: none"> <li>T3055 - 9 cu. ft. Bucket, 60" wide----- \$650 <input type="checkbox"/></li> <li>T3056 - 18" cu. ft. Bucket, 60" wide----- \$800 <input type="checkbox"/></li> <li>T3296 - 54" Grapple Bucket----- \$1,800 <input type="checkbox"/></li> <li>T3324 - 54" 4 in 1 Bucket----- \$2,000 <input type="checkbox"/></li> <li>T3425 - 29" Utility Grapple ----- \$1,300 <input type="checkbox"/></li> </ul> <p>5. Blades:</p> <ul style="list-style-type: none"> <li>T3187- 72" wide Scraper Blade----- \$800 <input type="checkbox"/></li> <li>K139 - Rubber Lip Kit for Snow (72")----- \$200 <input type="checkbox"/></li> <li>K148 - Steel Cutter Bar Kit for Grading(72")-\$250 <input type="checkbox"/></li> <li>T3431- 84" wide Scraper Blade----- \$1,000 <input type="checkbox"/></li> <li>K140- Rubber Lip Kit for Snow (84")----- \$220 <input type="checkbox"/></li> <li>K149 - Steel Cutter Bar Kit for Grading (84")- \$250 <input type="checkbox"/></li> <li>K164 - Caster Wheel Kit for Leveling----- \$295 <input type="checkbox"/></li> <li>T3294 - 60" Box Blade----- \$650 <input type="checkbox"/></li> <li>T3426 - 72" Box Blade----- \$850 <input type="checkbox"/></li> </ul> <p>6. T3214 - Post Driver up to 8" x 96"----- \$4,000 <input checked="" type="checkbox"/></p> <ul style="list-style-type: none"> <li>K174 - Concrete Breaker Foot----- \$350 <input type="checkbox"/></li> </ul> <p>7. T3311 - Plugger - 60" - Core Aerator----- \$1,900 <input type="checkbox"/></p> <ul style="list-style-type: none"> <li>T3427- Plugger - 72" - Core Aerator----- \$2,300 <input type="checkbox"/></li> </ul> | <p>8. T3358 - Stump Cutter, 22"----- \$2,000 <input type="checkbox"/></p> <p>9. Drill Heads:</p> <ul style="list-style-type: none"> <li>T3359 - Post Hole - Pivot (6" to 18" Augers)----- \$1,700 <input checked="" type="checkbox"/></li> <li>T3360 - Planter - Fixed - (6" to 36" Augers)----- \$1,900 <input type="checkbox"/></li> </ul> <p>10. Augers:</p> <ul style="list-style-type: none"> <li>T1106 - 6" dia. x 48" long----- \$240 <input checked="" type="checkbox"/></li> <li>T1107 - 9" dia. x 48" long----- \$260 <input checked="" type="checkbox"/></li> <li>T1108 - 12" dia. x 48" long----- \$300 <input checked="" type="checkbox"/></li> <li>T1112 - 14" dia. x 30" long----- \$470 <input type="checkbox"/></li> <li>T1104 - 18" dia. x 30" long----- \$650 <input type="checkbox"/></li> <li>T1105 - 24" dia. x 30" long----- \$800 <input type="checkbox"/></li> <li>T1110 - 30" dia. x 36" long----- \$1,000 <input type="checkbox"/></li> <li>T1111 - 36" dia. x 36" long----- \$1,200 <input type="checkbox"/></li> </ul> <p>11. Trenchers:</p> <ul style="list-style-type: none"> <li>T3361 - Trencher - 4' long x 4" wide----- \$2,600 <input type="checkbox"/></li> <li>K089 - Kit for 6" wide Trench----- \$240 <input type="checkbox"/></li> <li>T3362 - Wheel Trencher 2 1/2" x 12" deep----- \$2,300 <input type="checkbox"/></li> <li>T3363 - 60" Power Ditch Filler----- \$1,600 <input type="checkbox"/></li> </ul> <p>12. T3364 - 60" Power Rake with Front Casters----- \$3,000 <input type="checkbox"/></p> <p>13. T3428 - 72" Power Rake with Front Casters----- \$3,300 <input type="checkbox"/></p> <p>14. T3273 - 42" Adjustable Forks----- \$1,900 <input checked="" type="checkbox"/></p> <p>15. T3396 - 72" Snow Blower----- \$4,500 <input type="checkbox"/></p> <p>16. T3405 - 60" Sweeper----- \$2,700 <input type="checkbox"/></p> <p>17. T3429 - 72" Sweeper----- \$2,900 <input type="checkbox"/></p> <p>18. T3430 - 84" Sweeper----- \$3,400 <input checked="" type="checkbox"/></p> <p>19. T3418 - Cement Mixer, 6 cu. ft.----- \$1,600 <input type="checkbox"/></p> <p>20. T3432 - 10 Ton Tree Shear----- \$3,200 <input type="checkbox"/></p> |
|---|---|

**OTHER ITEMS**

- |  |  |
|--|--|
| Turf Tires instead of Bar Tires----- \$0 <input type="checkbox"/>      | Extra Bar Tire & Wheel - PT1850----- \$410 <input type="checkbox"/>    |
| Extra Bar Tire and Wheel - PT1845----- \$300 <input type="checkbox"/>  | Extra Turf Tire and Wheel - PT1850----- \$410 <input type="checkbox"/> |
| Extra Turf Tire and Wheel - PT1845----- \$300 <input type="checkbox"/> | F050-1- Hydraulic Oil Filter----- \$30 <input type="checkbox"/>        |
| Custom Attachment Plate - T12----- \$200 <input type="checkbox"/>      |  |

Name: City of Dickenson Date: 10-17-16  
 Address: 4403 State Hwy 3  
Dickenson, TX. 77539  
 Phone: 281-337-6267 Fax: \_\_\_\_\_  
 E-Mail: pbooth@ci.dickenson.tx.us  
 Check#: \_\_\_\_\_ Credit Card Type: \_\_\_\_\_  
 Card #: \_\_\_\_\_  
 Expiration Date: \_\_\_\_\_  
 Cardholder's Signature: \_\_\_\_\_

Sub Total: \$61,560.00  
 Tax: \_\_\_\_\_  
 Shipping: 2650.00  
 Total: \$64,210.00  
 Salesman Signature: Kristie Asbury / CA

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature of customer is acceptance of warranty and other provisions on reverse side. All Sales are Final. No Returns - No Refunds.

## Warranty Power Trac

The Equipment and attachments are sold by **PWTI Inc. T/A POWER TRAC** under the warranty set forth in the following paragraph. Such warranty is extended only to the buyer who purchases the equipment directly from **POWER TRAC** as new merchandise. Buyer agrees to indemnify and hold harmless **POWER TRAC**, its owners, employees, or agents from any and all charges and expenses arising from any and all claims of any nature from Buyer, Buyer's insurance company, employees, owners, agents, clients, or any third party resulting in any expense to **POWER TRAC** beyond the limited warranty below.

LIMITED one year warranty on faulty workmanship and materials on wheel motors, frames, and pumps.

In addition, this limited warranty shall not apply to engines, batteries, tires, hydraulic hoses, trailers, etc., which are not manufactured by **POWER TRAC**, as they are covered by the manufacturer's warranty. **POWER TRAC** reserves the right to make design and specification changes on future equipment without notice and without obligation on its part to present owners.

For the time period indicated, after delivery by **POWER TRAC**, this equipment is warranted to be free from manufacturing defects, provided that the same is properly operated under conditions of normal use, with approved attachments, and that regular periodic maintenance is performed or replacements made. **POWER TRAC's** sole obligation under this warranty is limited to replacing equipment or parts which are returned to it at its nearest designated repair location, transportation charges prepaid, and which, upon **POWER TRAC's** examination are, in the sole and final discretion of **POWER TRAC**, found to be defective. The option of repair or replacement will be f.o.b. factory or authorized service facility. **POWER TRAC** shall not be liable for consequential damages or special damages.

The foregoing warranty shall not apply if this equipment has been altered or if it has been subjected to abuse, misuse, negligence, or accident. **POWER TRAC MAKES NO WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE IN RESPECT TO THIS EQUIPMENT. ALL SALES ARE FINAL. NO RETURNS OR REFUNDS. PRICES AND SPECIFICATIONS SUBJECT TO CHANGE WITHOUT NOTICE. DUE TO STEEL PRICE FLUCTUATIONS, PRICE CHANGES ARE EFFECTIVE THE BEGINNING OF EACH MONTH.**

### WARRANTY REPLACEMENT PROCEDURE

All parts to be returned, which failed within the warranty period or not, must be tagged with an **RGA** (returned goods authorization) number. To obtain an **RGA** number, contact the service department with the model and ID number of equipment and a brief description of the part being returned. Upon receipt at the factory, shipping prepaid by customer, the part will be inspected. If factory inspection indicates failure was due to defect of material or workmanship, and the part failed during the warranty period, the part will be repaired or replaced and shipped prepaid by the factory via UPS ground service. Shipping arrangements other than UPS ground service will be invoiced to the customer. **If a warranty or exchange part is not received within 30 days after the RGA is issued, the customer must pay for the part.**

No warranty consideration will be given on parts not tagged with an **RGA** number.  
No warranty consideration will be give on parts showing evidence of tampering or disassembly.  
Replacement parts are warranted on faulty workmanship and materials for 30 days.

### RENEWAL PARTS

In order that shipment of correct replacement parts for the particular equipment involved can be made, it is absolutely necessary that the following information is supplied with every order:

1. Full description of the part or equipment.
2. Model number and ID number of equipment.

### GOVERNING LAW, FORUM, AND VENUE

This Agreement and the rights and obligations of the parties hereunder shall in all respects be governed by, and construed in accordance with, the internal laws of the Commonwealth of Virginia (without regard to the conflict-of-laws principles of such state), including all matters of construction, validity, and performance. In the event of litigation pertaining to this Agreement, the exclusive forum, venue and place of jurisdiction shall be in the Commonwealth of Virginia.

### INTEGRATION CLAUSE

This written Agreement and all documents executed concurrently herewith, represent the entire understanding between the parties and may not be contradicted by evidence of prior, contemporaneous, or subsequent oral agreements of the parties.

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1710-01  
SLOPE MOWER**

**SPECIFICATIONS**

ITEM #	DESCRIPTION	COMPLY?		COMMENTS
		YES	NO	
1.	<b>Slope Mower</b>			
	<b>Engine</b>			
	Minimum 65 HP	✓		
	Multi-stage engine air filter		✓	Available through engine manufacturer
	<b>Fuel</b>			
	Minimum 10 gallon capacity	✓		
	<b>Traction Drive</b>			
	Must have all wheel drive	✓		
	<b>Ground Speed</b>			
	Minimum 0-8 MPH	✓		
	<b>Tires</b>			
	Minimum 26x12:00x12; 4-ply	✓		
	<b>Main Frame</b>			
	All welded steel frame with integral tied down anchors		✓	Steel frame-no anchors
	Should have Roll Over Protection System (ROPS) Must Meet SAE specs	✓		
	<b>Gauges</b>			
	Hour meter, fuel gauge	✓		
	Fuel level gauge	✓		
	Engine temperature gauge	✓		
	Indicator light for high temperature		✓	
	Oil pressure gauge	✓		
	<b>Controls</b>			
	Ignition switch, throttle	✓		
	PTO	✓		
	Parking brake lock	✓		
	<b>Interlocks</b>			
	Must have auto stop if operator leave seat	✓		
	<b>Ground Clearance</b>			
	Minimum 6"	✓		
	<b>Angle Mowing</b>			
	Must have the ability to mow on slopes of 0-45 degrees	✓		
	<b>Width of Cut</b>			
	Minimum overall: 72"	✓		90" mower for 45° slope mower
	<b>Height of Cut</b>			
	Minimum of 4"	✓		
	<b>Deck Drive</b>			
	Hydraulic Operated	✓		
	Belts must be accessible for service	✓		
	<b>Wing Protection</b>			
	Trailer Jack Knife resistance/stops		✓	
	<b>Overall Dimensions</b>			
	Mower (minimum): 72" wide, 116" long		✓	90" mower-not 72"

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1710-01  
SLOPE MOWER**

	With Attachments (minimum): 72" wide, 165" long			
<b>Warranty</b>				
	Minimum one (1) year warranty parts and labor		✓	1 year Parts Only *
<b>Manuals</b>				
	Complete parts manual must be provided	✓		warranty
	Complete repair manual must be provided			Parts manual has
	Complete operator's manual must be provided			Service and Operational Instructions
<b>ATTACHMENTS</b>				
<b>Mower</b>				
2.	90" 3 Blade Rough Cut Mower, 45 degrees	✓		
3.	Finish Cut Kit 72" 3 blade	✓		90" Mower Kit
<b>Knuckle Boom Mower</b>				
4.	Knuckle Boom Mower, 8 foot reach		✓	10ft. Knuckle Boom on this Machine
<b>Post Driver</b>				
5.	Post Driver up to 8" x 96"	✓		
<b>Drill Heads</b>				
6.	Post Hole - Pivot (6" to 18" Augers)	✓		
<b>Augers</b>				
7.	9" diameter x 48" long	✓		
8.	12" diameter x 48" long	✓		
<b>Forks</b>				
9.	42" Adjustable Forks	✓		
<b>Sweeper</b>				
10.	60" Sweeper		✓	84" Sweeper for PT-1850

\* We do not travel on-site for repairs/service

Our warranty is 1 year parts only- we will ship parts to you as needed during warranty period, original part is returned.

See warranty on back of our Purchase Order

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1710-01  
SLOPE MOWER**

**SUPPLEMENTAL INFORMATION**

Texas Government Code Section 2252.002 Non-resident bidders. A governmental entity may not award a governmental contract to a nonresident bidder unless the nonresident underbids the lowest bid submitted by a responsible resident bidder by an amount that is not less than the amount by which a resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located.

In order to make this determination, please answer the following questions:

1. Address and phone number of your principal place of business:  
Power Trac  
1160 Industrial Dr.  
Lazewell, VA. 24651
  
2. Name and address of principal place of business, and phone number of your company's majority owner:  
n/a
  
3. Name and address of principal place of business, and phone number of your company's ultimate parent company:  
n/a

**MINORITY/WOMAN-OWNED BUSINESS PARTICIPATION**

It is the policy of the City of Dickinson to involve small businesses and qualified minority/women-owned businesses to the greatest extent possible in the procurement of goods, equipment, services and construction projects. To assist us in our record keeping, please list below the names of the minority or woman-owned firms you would be utilizing in this bid, and note the monetary involvement:

NAME OF FIRM	TELEPHONE #	\$ INVOLVEMENT

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1710-01  
SLOPE MOWER**

**BID FORM**

ITEM #	QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1.	1	Slope Mower with a 65 Horsepower Diesel Engine and a 45 Degree Slope Rating	\$ 40,650	\$ 40,650 *
2.	1	90"3 Blade Rough Cut Mower 45 Degrees	\$ 5,500	\$ 5,500
3.	1	Finish Cut Kit	\$ 500	\$ 500
4.	1	Knuckle Boom Mower	\$ 6,000	\$ 6,000
5.	1	Post Driver up to 8" x 96"	\$ 4,000	\$ 4,000
6.	1	Drill Head, Post Hole Pivot (6" to 18" Augers)	\$ 1,700	\$ 1,700
7.	1	Auger - 9" diameter x 48" long	\$ 260	\$ 260
8.	1	Auger - 12" diameter x 48"	\$ 300	\$ 300
9.	1	42" Adjustable Forks	\$ 1,900	\$ 1,900
10.	1	84" Sweeper	\$ 3,400	\$ 3,400

Manufacturer Offered: Power Trac

Model Offered: PT-1850

Please indicate delivery time after receipt of Purchase Order: Stock-90 calendar days.

Delivery shall be made between 8:00 a.m. and 4:00 p.m. Monday through Thursday, except holidays. Delivery at other times shall be by special arrangement only.

Delivery should not exceed 90 calendar days of the receipt of Purchase Order. Delivery MUST be FOB destination; freight included and shall be inclusive of all costs. Current and/or anticipated applicable fuel costs should be considered and included in the priced quoted.

\* Machine price includes shipping for entire order.  
FOB Tazewell

**CITY OF DICKINSON  
COMPETITIVE SEALED BID #1710-01  
SLOPE MOWER**

**In submitting this Bid, Bidder represents the following:**

- a. Bidder has examined copies of these bidding and contract documents and of the following Addenda (receipt of which is hereby acknowledged):

Addenda: \_\_\_\_\_

Date: 10-17-16      Signature: Kristie R. Asbury

- b. Bidder has familiarized itself with the nature and extent of these documents, and all local conditions and Laws and Regulations that in any manner may affect cost of fulfilling the terms of contract.
- c. Bidder has given the owner written notice of all conflict, errors, or discrepancies that it has discovered in these documents and the written resolution thereof by the City is acceptable to Bidder.
- d. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or titles of any group, association, organization or corporation. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other bidder or over the City.
- e. Bidder hereby certifies that the bid prices contained in this bid have been carefully reviewed and are submitted as correct and final.
- f. This Bid will remain open and subject to acceptance for sixty (60) days after the day of Bid opening.

Bidder further certifies and agrees to furnish any and/or all product/service upon which prices are extended at the price offered, and accepts all of the terms and conditions of the Invitation to Bid, Specifications, Instructions to Bidders, General Conditions for Bidding and any Special Conditions contained herein.

Bidder hereby certifies that, if this bid is accepted, the undersigned Bidder shall enter into a contract with the City of Dickinson to furnish the services as specified or indicated in these Bid documents for the price indicated in this Bid and in accordance with the other terms and conditions of such contract documents.

**BIDDER:**

Company: PWTI, Inc. (Power Trac)      Date: 10-17-16

Signature: Kristie R. Asbury

Printed Name: Kristie Asbury      Title: Sales Manager

Address: P.O. Box 539

City, State & Zip: Tazewell, VA 24651

Telephone Number: 800-843-9273      Fax: 276-988-9566

E-mail address: Kristie@power-trac.com

Federal EID #/SSN #: 54 165 3794

CITY OF DICKINSON  
COMPETITIVE SEALED BID #1710-01  
SLOPE MOWER

SUPPLEMENTAL INFORMATION

Please provide the following information for contract development.

Is your firm?

- 1. Sole Proprietorship  YES  NO
- 2. Partnership  YES  NO
- 3. Corporation  YES  NO

If company is a sole proprietorship, list the owner's full legal name:

\_\_\_\_\_

If company is a partnership, list the partner's full legal name(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If company is a corporation, list the full legal name as listed on the corporate charter:

PWTI, Inc. (Power Trac)

Is this firm a minority, or woman-owned business enterprise?

NO  YES If yes, specify () MBE () WBE

Has this firm been certified as a minority/woman-owned business enterprise by any governmental agency?  NO  YES

If yes, specify governmental agency: \_\_\_\_\_

Date of certification: \_\_\_\_\_



ATTN : PAUL BOOTH  
PHONE : (276)988-6543

**DELIVERY NOTIFICATION**

INQUIRY FROM: CAROL FULLER  
CLA  
PO BOX 539  
TAZEWELL VA 24651

SHIPMENT TO:	ATTN: CITY SECRETARY CITY OF DICKENSON 4403 HIGHWAY 3 DICKINSON TX 77539
Shipper Number.....	<b>23X974</b>
Tracking Identification Number...	<b>1Z23X9740168602860</b>

According to our records 1 parcel was delivered on 10/18/16 at 9:47 A.M., and left at OFFICE. The shipment was received by VELA as follows:

SHIPPER NUMBER	PKG ID NO.	TRACKING NUMBER	ADDRESS (NO/STREET,CITY)	SIGNATURE
23X974		1Z23X9740168602860	4403 HIGHWAY 3 DICKINSON	

# ITEM 5

**UPDATE ON ACTIVITIES  
OF THE GALVESTON  
COUNTY TRANSIT  
DISTRICT BOARD**

# ITEM 6

**UPDATE OF  
PUBLIC WORKS  
PROJECTS**





# ITEM 7

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE:** November 9, 2016

**TOPIC:** **Ordinance Number XXX-2016 (Zoning Case ZMC-16-0924)**

**AN ORDINANCE OF THE CITY OF DICKINSON, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY, ORDINANCE NUMBER 420-2001, AS HERETOFORE AMENDED, SO AS TO REZONE APPROXIMATELY +/- 0.718 ACRES, LEGALLY DESCRIBED AS ABSTRACT 19 PERRY & AUSTIN .718 ACRES RESERVE A OF EDGEWOOD SUBDIVISION ADJACENT & NORTHWEST OF FM 1266, GENERALLY LOCATED NORTH OF EDGEWOOD DRIVE AND WEST OF FM 1266, WITH THE ADDRESSES BEING 2900, 2902, AND 2904 DICKINSON AVENUE IN THE CITY OF DICKINSON, GALVESTON COUNTY, TEXAS, FROM CONVENTIONAL RESIDENTIAL (CR) TO NEIGHBORHOOD COMMERCIAL (NC); DIRECTING A CHANGE ACCORDINGLY IN THE OFFICIAL ZONING MAP OF THE CITY; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION HEREOF; AND PROVIDING A REPEALER CLAUSE, A SAVINGS CLAUSE, A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.**

**BACKGROUND:** **(This is the second of three readings)**

During the October 25, 2016 City Council meeting, the Council conducted a public hearing on a request to amend the Comprehensive Zoning Ordinance by changing the zoning from Conventional Residential (“CR”) to Neighborhood Commercial (“NC”) at 2900, 2902, and 2904 Dickinson Avenue, located at the corner of FM 1266 and Edgewood Drive, in Dickinson.

As indicated during the public hearing, the Planning and Zoning Commission conducted a public hearing on this zoning change request on October 18, 2016, and the motion to approve the requested zoning change was unanimously approved.

If approved, this Ordinance would implement the requested zoning change.

**RECOMMENDATION:** **The Planning and Zoning Commission unanimously recommended approval of the zoning change request.**

**ATTACHMENTS:** • Ordinance XXX-2016

**FUNDING ISSUES:**  Not applicable – no dollars are being spent or received.

**ACTIONS TAKEN**

<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>
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**Dickinson City Council  
Agenda Item Data Sheet**

<input type="checkbox"/> Full amount already budgeted in Acct/Project# _____ <input type="checkbox"/> Not budgeted, if approved, the following will be included in the next Budget Amendment: <input type="checkbox"/> \$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____ <input type="checkbox"/> \$_____ from unassigned fund balance will be used and added to Acct/Project# _____ <input type="checkbox"/> \$_____ will be added to Revenue Acct# __-__ and \$_____ added to Expenditure Acct/Project# _____
---

**FINANCE VERIFICATION OF FUNDING:**  
*Stephanie Russell*

<b>SUBMITTING STAFF MEMBER:</b> Zachary Meadows, Director of Community Development	<b>CITY ADMINISTRATOR APPROVAL:</b> 
---	---



ACTIONS TAKEN		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**ORDINANCE NUMBER XXX-2016  
(Zoning Case ZMC-16-0924)**

**AN ORDINANCE OF THE CITY OF DICKINSON, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY, ORDINANCE NUMBER 420-2001, AS HERETOFORE AMENDED, SO AS TO REZONE APPROXIMATELY +/- 0.718 ACRES, LEGALLY DESCRIBED AS ABSTRACT 19 PERRY & AUSTIN .718 ACRES RESERVE A OF EDGEWOOD SUBDIVISION ADJACENT & NORTHWEST OF FM 1266, GENERALLY LOCATED NORTH OF EDGEWOOD DRIVE AND WEST OF FM 1266, WITH THE ADDRESSES BEING 2900, 2902, AND 2904 DICKINSON AVENUE IN THE CITY OF DICKINSON, GALVESTON COUNTY, TEXAS, FROM CONVENTIONAL RESIDENTIAL (CR) TO NEIGHBORHOOD COMMERCIAL (NC); DIRECTING A CHANGE ACCORDINGLY IN THE OFFICIAL ZONING MAP OF THE CITY; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION HEREOF; AND PROVIDING A REPEALER CLAUSE, A SAVINGS CLAUSE, A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.**

**WHEREAS**, Dickinson Management Company is the owner of approximately ± 0.718 acres, legally described as Abstract 19 Perry & Austin .718 Acres Reserve A of Edgewood Subdivision Adjacent & Northwest of FM 1266, generally located North of Edgewood Drive and West of FM 1266, with the addresses being 2900, 2902, and 2904 Dickinson Avenue (the "Property"), in the City of Dickinson, Galveston County, Texas (the "City"); and

**WHEREAS**, the Property presently has a zoning classification of Conventional Residential (CR) under Ordinance Number 420-2001, the City's Comprehensive Zoning Ordinance; and

**WHEREAS**, Mary McKinney ("Applicant") has requested such zoning classification change of said Property from Conventional Residential (CR) to Neighborhood Commercial (NC) as authorized by the City's Zoning Ordinance; and

**WHEREAS**, the City Secretary of Dickinson, Texas, directed that notices of a hearing be issued, as required by the Zoning Ordinance of the City of Dickinson and laws of the State of Texas, at a meeting of the City Council, to be held on the 25th day of October 2016, for the purpose of considering rezoning the Property from Conventional Residential (CR) to Neighborhood Commercial (NC); and

**WHEREAS**, the City Secretary of the said City accordingly caused to be issued and published the notices required by its Zoning Ordinance and laws of the State of Texas applicable thereto, the same having been published in a paper of general circulation in the City of Dickinson, Texas, at least fifteen (15) days prior to the time set for such hearing; and

**WHEREAS**, the City Council of said City, pursuant to such notice, held its public hearing and heard all persons wishing to be heard both for and against the aforesaid change in the Zoning Ordinance, on the 25th day of October 2016; and

**WHEREAS**, the City Council is of the opinion and finds that such rezoning would not be detrimental to the public health, safety, or general welfare, and will promote the best and most orderly development of the properties affected thereby, and to be affected thereby, in the City of Dickinson, and as well, the owners and occupants thereof, and the City generally.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The Comprehensive Zoning Ordinance Number 420-2001, as the same has been heretofore amended, is hereby further amended so as to rezone ± 0.718 acres, legally described as Abstract 19 Perry & Austin .718 Acres Reserve A of Edgewood Subdivision Adjacent & Northwest of FM 1266, generally located North of Edgewood Drive and West of FM 1266, with the addresses being 2900, 2902, and 2904 Dickinson Avenue, (the "Property"), in the City of Dickinson, Galveston County, Texas from Conventional Residential (CR) to Neighborhood Commercial (NC).

Section 3. It is directed that the official zoning map of the City of Dickinson, adopted on the 24<sup>th</sup> day of June, 2001, by Ordinance Number 420-2001, shall be revised and amended to reflect the zoning classification established by this Ordinance, with the appropriate reference thereon to the number and effective date of this Ordinance and a brief description of the nature of the change.

Section 4. All provisions of the ordinances of the City of Dickinson in conflict with the provisions of this Ordinance are hereby repealed, and all other provisions of the Ordinances of the City of Dickinson not in conflict with the provisions of this Ordinance shall remain in full force and effect.

Section 5. The repeal of any ordinance or part of ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions of any ordinance at the time of passage of this Ordinance.

Section 6. Any person who shall intentionally, knowingly, recklessly, or with criminal negligence violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be subject to a fine in an amount not to exceed \$2,000.00. Each day a violation continues shall constitute a separate offense.

Section 7. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Dickinson, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

Section 8. This Ordinance shall become effective upon final reading and adoption of this Ordinance, in accordance with law.

**DULY PASSED AND APPROVED** on first reading this 25th day of October, 2016.

**DULY PASSED AND APPROVED** on second reading this \_\_\_\_ day of \_\_\_\_\_, 2016.

**DULY PASSED, APPROVED, AND ADOPTED** on third and final reading this \_\_\_\_ day of \_\_\_\_\_, 2016.

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Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

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Alun W. Thomas, City Secretary  
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

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David W. Olson, City Attorney  
City of Dickinson, Texas

# ITEM 8

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**            November 9, 2016

**TOPIC:**                      Conduct a Public Hearing Concerning the City of Dickinson’s Fair Housing Activity Statement Form – Texas (“FHA<sup>ST</sup> Form”) And Any Proposed Revisions Thereto.

**BACKGROUND:**            As a recipient of CDBG-Disaster Recovery funds, the City of Dickinson was obligated to approve a Fair Housing Activity Statement-Texas (“FHA<sup>ST</sup>”) Form in 2011 which it did after public hearing on November 8, 2011 by Resolution Number 1227-2011. According to the Appendix A – FHA<sup>ST</sup> Form Guide, the City is required to review and reapprove the FHA<sup>ST</sup> Form, with any necessary changes, annually.

On October 13, 2016, the Fair Housing Work Group met to review the FHA<sup>ST</sup> Form and re-approved the FHA<sup>ST</sup> Form with no changes. On October 28, 2016, notices were placed on the City’s website notifying the public of the notice and comment period and of the public hearing to be held on November 9, 2016. During the public hearing, residents may provide comments on the FHA<sup>ST</sup> Form before it is presented for the Council for re-approval.

**RECOMMENDATION:**    Not applicable

**ATTACHMENTS:**            • October 13, 2016 Progress Report Presented to Fair Housing Work Group

**FUNDING ISSUES**         Not applicable  
                                        Not budgeted  
                                        Full Amount already budgeted.  
                                        Funds to be transferred from Acct.#            -            -

<b>SUBMITTING STAFF MEMBER</b>  Alun W. Thomas, City Secretary	<b>CITY ADMINISTRATOR APPROVAL</b> 
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<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b>	<b>READINGS PASSED</b>	<b>OTHER</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	

**DIVIDER PAGE**

CITY OF DICKINSON					
FHA ST FORM PROGRESS REPORT					
Impediment No.	Task	Individual or Group Responsible	Proposed Completion Date	Completed (Y/N)	Notes
3.1	Commit to take Fair Housing Month activities: Passage of resolution or proclamation by governing body establishing fair housing month	City Council	2012, ongoing	Y	Fair Housing Month Proclamation made by City Council on April 12, 2016.
3.1	Commit to take Fair Housing Month activities: Activities in schools	Fair Housing Work Group	2011, 2012, 2013	N	Need clarification on what activities will be.
3.1	Commit to take Fair Housing Month activities: Placing posters in public buildings	City Staff	2011, 2012, 2013	Y	Posters have been placed in City Hall and Library and have been distributed at other City facilities.
3.1	Commit to take Fair Housing Month activities: Governing body will hold special hearing to solicit input from the community	City Council	2011, 2012, 2013	Y	A public hearing was held in 2012, 2013, and 2014, 2015 and one is scheduled for the November 9, 2016 City Council meeting.
3.1	Commit to take Fair Housing Month activities: Other - Update the Fair Housing webpage	City Staff	2011, 2012, 2013	Y	The Fair Housing webpage is reviewed periodically for necessary updates.
3.1; 3.2	Commit to take Fair Housing Month activities: Other - Hold Housing Family Fair	Fair Housing Work Group; City Staff	2011, 2012, 2013	Y	The 6th annual Housing Family Fair was held at Mt. Carmel Missionary Baptist Church in Dickinson on February 20, 2016. The 7th annual housing fair is scheduled for February 18, 2017.
4.2	Develop Anti-NIMBYism Action Plan	City Staff; City Council	2012	Y	The Anti-NIMBYism Action Plan was presented to and approved by the Dickinson City Council on October 23, 2012.
5.1	Review of long-term infrastructure plan to determine if it promotes racial concentrations or otherwise inadvertently results in disparate treatment of members of protected classes as it	City Administrator; Public Works Department;	2011, ongoing	Y	The City has recently adopted a Capital Improvement Plan, and it is currently being reviewed for compliance with this Item.
5.2	Review and ensure that Fair Housing implications are addressed in all aspects of planning in a manner consistent with the guidelines provided by the State of Texas and maintain documentation of review	City Administrator; Community Development Department	2012	N	The City of Dickinson's compliance with this objective is contingent upon provision of guidelines by the State, as stated in the FHA ST form. No guidance has been provided by the State to date.
5.3	Establish a written policy that requires senior staff to receive available Fair Housing training within the first 12 months of their employment	City Administrator	2012	Y	A policy was written and adopted by the City Council on October 23, 2012 . Staff attendance was required at a training session provided by J. Rice of Public Management.

**CITY OF DICKINSON**

**FHAST FORM PROGRESS REPORT**

<b>Impediment No.</b>	<b>Task</b>	<b>Individual or Group Responsible</b>	<b>Proposed Completion Date</b>	<b>Completed (Y/N)</b>	<b>Notes</b>
5.5	Develop a written policy that limits the concentration of undesirable infrastructure improvements or policies and procedures that take the residential location of members of protected classes into account for such improvements	City Administrator; City Council; Fair Housing Work Group	2013	Y	The City Council passed a Fair Housing Policies resolution on October 23, 2012 stating that, to the extent that the City of Dickinson has control in decisions on location, infrastructure projects such as wastewater pumping stations, solid waste handling or collection points, or other improvements that tend to adversely impact housing shall not be geographically concentrated in a manner that disproportionately impacts protected classes.
5.7	Develop a process to consider making applications for additional sources of funding to provide assistance to repair substandard housing associated with roads/infrastructure projects	City Council; City Administrator	2012	Y	The City of Dickinson stated in its FHAST form that it may not be able to participate in housing funding applications through the HOME program. However, the City has had communication with Galveston County subrecipients of the CDBG-DR housing program in regards to housing applicants in Dickinson. In addition, the City has considered local projects for the housing program.
5.8	Establish a formal requirement that all non-federally funded infrastructure projects are ADA compliant and address other legacy discrimination issues	City Administrator, City Council, Public Works Department, Community Development Department	2012	N	The City of Dickinson's compliance with this objective is contingent upon provision of guidelines by the State, as stated in the FHAST form. No guidance has been provided by the State to date.
5.15	Establish clear policies and procedures to ensure that all infrastructure projects funded with disaster recovery funds be designed so that publicly accessible infrastructure projects and associated facilities are fully accessible to persons with disabilities	City Administrator	2012	Y	The City Council passed a Fair Housing Policies Resolution on October 23, 2012 stating that all public infrastructure projects, whether federally funded or not, are required to meet ADA requirements.

CITY OF DICKINSON					
FHA ST FORM PROGRESS REPORT					
Impediment No.	Task	Individual or Group Responsible	Proposed Completion Date	Completed (Y/N)	Notes
6.1	Establish a testing program for fair housing violations	State of Texas		N	The City of Dickinson's compliance with this objective is contingent upon provision of guidelines by the State, as stated in the FHA ST form. No guidance has been provided by the State to date.
7.1	Establish a policy statement/guidance for those responsible for developing codes/ordinances that reminds them to consider and document the Fair Housing/AFFH implications of any new rule	City Council; City Administrator; Community Development	2012	N	The City of Dickinson's compliance with this objective is contingent upon provision of guidelines by the State, as stated in the FHA ST form. No guidance has been provided by the State to date.
7.2	Conduct a Fair Housing Review and take appropriate action concerning the City's long-term planning documents for housing growth or redevelopment	Fair Housing Work Group; City Administrator; Community Development Department	2012	N	The City of Dickinson's compliance with this objective is contingent upon provision of guidelines by the State, as stated in the FHA ST form. No guidance has been provided by the State to date.
7.2	Identify residential areas that show concentrations or underrepresentation of protected groups and encourage mixed-income affordable housing and other strategies to widen housing choice throughout our jurisdiction	City Administrator	Ongoing	Y	The City has maps that show demographic and socioeconomic status of residents and uses these maps and other available data when evaluating affordable housing development.
9.3	Coordinate with the legislatively created Housing and Health Services Coordination Council for best practices on working with support services	City Administrator; City Staff	2012	N	The City of Dickinson's compliance with this objective is contingent upon provision of guidelines by the State, as stated in the FHA ST form. No guidance has been provided by the State to date. As required by the GLO, Staff are now registered to receive emails distributed through the HHSCC listserve.
12.2	Develop a Section 3 program that meets the requirements of federal law and regulations and ensure appropriate staff receive training	City Council	2012	Y	City Council approved a Section 3 Policy on September 25, 2012. Public Management, Inc. provided Fair Housing Training to the City Council and Senior Staff on November 12, 2013.

**CITY OF DICKINSON**

**FHAST FORM PROGRESS REPORT**

<b>Impediment No.</b>	<b>Task</b>	<b>Individual or Group Responsible</b>	<b>Proposed Completion Date</b>	<b>Completed (Y/N)</b>	<b>Notes</b>
	Consider: 1) establishing incentives for affordable housing developers to create an increased set-aside of housing units for persons with disabilities or persons who are elderly without violating the existing TDHCA Integrated Housing Rule; 2) providing point incentives for units in proximity to medical facilities for competitive programs using federal funds; and 3) requiring new housing built with federal funds to be built with structures that allow for accessible features, regardless of whether the original occupant needs the features, as called for by State law	City Council; City Administrator; Fair Housing Work Group	2013	N	This action will have to be done in conjunction with Galveston County and the GLO.

# ITEM 9

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**            November 9, 2016

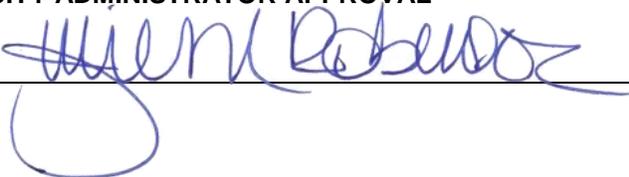
<b>TOPIC:</b>	<p><b>RESOLUTION NUMBER XXX-2016</b></p> <p><b>A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RE-APPROVING A FAIR HOUSING ACTIVITY STATEMENT – TEXAS FORM (“FHA ST FORM”); PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.</b></p>
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<b>BACKGROUND:</b>	<p>In the previous agenda item, the City Council held a public hearing during which the Fair Housing Work Group presented the Fair Housing Activity Statement – Texas Form (“FHA ST Form”) and any proposed revisions thereto, and the public was given an opportunity to comment thereon.</p> <p>No revisions to the FHA ST Form have been proposed by the Fair Housing Work Group.</p> <p>This agenda item formally re-approves the FHA ST Form as required by the State and as previously approved by the Council. After adoption, the reapproved FHA ST form will become part of the City’s Fair Housing Action Plan.</p>
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<b>RECOMMENDATION:</b>	Staff recommends approval of the Resolution.
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<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"> <li>• Resolution Number XXX-2016</li> </ul>
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<b>FUNDING ISSUES</b>	<input checked="" type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input type="checkbox"/> Full Amount already budgeted. <input type="checkbox"/> Funds to be transferred from Acct.#            -            -
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<b>SUBMITTING STAFF MEMBER</b>	<b>CITY ADMINISTRATOR APPROVAL</b>
Alun W. Thomas, City Secretary	

<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**RESOLUTION NUMBER XXX-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RE-APPROVING A FAIR HOUSING ACTIVITY STATEMENT – TEXAS FORM (“FHA ST FORM”); PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on November 8, 2011, by Resolution Number 1227-2011, the City of Dickinson approved the Fair Housing Activity Statement – Texas Form (the “FHA ST Form”) in compliance with the requirements of the State of Texas Appendix A – FHA ST Form Guide; and

**WHEREAS**, the State of Texas Appendix A – FHA ST Form Guide requires an annual review of the FHA ST Form by the Fair Housing Work Group, a determination of necessary changes to the FHA ST Form, a public notice and comment period, a public hearing, and re-approval of the FHA ST Form by the City Council of the City of Dickinson; and

**WHEREAS**, on October 13, 2016, the City of Dickinson Fair Housing Work Group undertook each of the required actions including, but not limited to, reviewing and discussing the City of Dickinson FHA ST Form and any and all necessary revisions to the City of Dickinson FHA ST Form and made no changes thereto; and

**WHEREAS**, on or about October 28, 2016, the City of Dickinson’s FHA ST Form, notice of a public comment period, and notice of a public meeting at which the public could comment on the City of Dickinson’s FHA ST Form were posted on the City’s website; and

**WHEREAS**, on November 9, 2016, the City Council, pursuant to such notice, held its public hearing and heard all persons wishing to be heard both for and against the FHA ST Form; and

**WHEREAS**, the City Council is of the opinion and finds that the City of Dickinson’s FHA ST Form should be re-approved.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

Section 1. The facts and matters set forth in the preamble of this Resolution are hereby found to be true and correct.

Section 2. The City Council hereby re-approves the City of Dickinson’s FHA ST Form, a copy of which is attached hereto as Exhibit “A” and incorporated herein by reference.

Section 3. This Resolution shall become effective immediately upon its passage.

**DULY PASSED AND APPROVED** this the 9th day of November, 2016.

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Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

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Alun W. Thomas, City Secretary  
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

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David W. Olson, City Attorney  
City of Dickinson, Texas

**EXHIBIT “A”**

**TO**

**RESOLUTION XXX-2016**

## Fair Housing Activity Statement – Texas

Recognizing that each jurisdiction is unique, this Fair Housing Activity Statement - Texas is intended to be used in conjunction with the AI as a form to help the applying jurisdictions perform assessments of their impediments to fair housing choice, plan actions to address identified impediments, and communicate their plans to the State of Texas and HUD.

BEFORE beginning to fill out this form, each jurisdiction should:

- (1) Participate in the regional FFAST Form training.
- (2) Review the 2010 Texas Interim AI in detail;
- (3) Gather relevant information (see instructions in Appendix A);
- (4) Convene a FFAST Working Group to assess the data collected in #2 and fill out the FFAST form (see instructions in Appendix A.)

<b><u>Impediment #1</u></b>	Protected classes may experience disparities in home mortgage lending and high cost loans.
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**No local action is required at this time.**

<b><u>Impediment #2</u></b>	There is inadequate information available to the real estate community, governments and the public about fair housing requirements and enforcement procedures.
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**No local action is required at this time.**

<b><u>Impediment #3</u></b>	The public is not sufficiently aware of their Fair Housing rights and how to obtain the assistance necessary to protect those rights.
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1. Consistent with the Fair Housing Act, TDHCA, TDRA, and funded sub-recipients should continue to promote and conduct events to celebrate April as Fair Housing Month, and direct sub-recipients to do the same. These events can demonstrate support for fair housing and build awareness.

We will commit to undertake Fair Housing Month activities. (Check all that apply.)

Passage of a resolution or proclamation by our governing body.

The City of Dickinson has established either the month of March or April as "Fair Housing Month" in 1993, 1994, 1996, 2001, 2004, 2009, 2010, and 2011, and will continue to do so in the coming years.

Activities in schools.

Placing posters in public buildings.

Posters and brochures are currently being developed and will be displayed upon completion in City-owned buildings.

Governing body will hold a special hearing to solicit input from the community.

Other. Please specify.

In addition to the above activities, the City of Dickinson is adding a Fair Housing page to the City's website that will be updated as needed to keep information current, and the City of Dickinson plans on conducting a Housing Fair annually to provide information to attendees on Fair Housing rights, housing assistance programs, and other information that may be of interest to attendees.

When will you undertake these activities?  2011  2012  2013

Not Applicable (Explain)

2. Consistent with the Fair Housing Act, TDHCA, TDRA and funded sub-recipients have historically conducted fair housing activities at various times of the year and should continue to fund, depending on sufficient appropriations, or collaborate with public and private agencies, organizations and groups to plan and conduct fair housing activities.

We will conduct/sponsor/fund fair housing activities at various times of the year other than "April as Fair Housing Month". Attach a description of these activities and identify the organizations and agencies you have worked with.

When will you do this?  2011  2012  2013

On February 26, 2011, the City of Dickinson conducted its first Housing Family Fair to provide citizens with direct access to housing information. The Housing Family Fair provided attendees with an opportunity to learn about community resources and housing programs available to residents, and more than 150 people attended the event. Some of the organizations that participated were South East Texas Housing Finance Corporation, Bay Area Habitat for Humanity, Galveston County Water Control & Improvement District #1, Galveston County Health District, Bayou Realtors, and United Realtors.

As resources allow, the City of Dickinson will undertake additional fair housing activities during the year.

Not Applicable (Explain)

**Impediment #4**

"Not in my Backyard" (NIMBY) may be an impediment to fair housing in Texas communities.

1. NIMBY opposition needs to be anticipated and planning and outreach should occur on the front end of projects. To mitigate defensive and reactive responses, planning should include strategies for education, outreach and marketing that provide accurate information and promote the positive aspects and benefits of affordable housing to build support among community residents.<sup>[1]</sup>
  
  2. Specific examples of prior actions by communities are listed in HUD's Fair Housing Guide: Volume 2. pages 7-106 -- 7-110 and includes a number of examples that communities have used to mitigate NIMBY opposition. Generally communities should consider:
    - Working with local officials, editorial boards, religious and civic organizations and other community leaders to initiate education programs.
    - Seeking opportunities to present information to community organizations by requesting to be placed on their meeting agendas.
    - Including a visit to the Group Home residence as part of an education program.
    - Answering all questions.
    - Talking with local neighborhood leaders, including elected representatives, and setting up a neighborhood meeting.
    - Setting up a liaison committee consisting of advocates, group residents, and neighborhood residents to discuss issues.
    - Identifying areas that meet AFFH targets where the community supports development, has worked with community groups and potentially uses funds to assist the development of multi-family affordable housing.
- We have developed an anti-NIMBYism action plan. [Attach a copy or description]
- We will develop an anti-NIMBYism action plan. [Designate who will be responsible for developing this plan.]

The City of Dickinson plans to develop an anti-NIMBYism action plan; however, the City has been working to mitigate NIMBY attitudes over the past year albeit without a formal or written anti-NIMBYism action plan. In September of 2010, the City formed a Fair Housing Advisory Committee (now the Fair Housing Work Group) that, over the past year, has considered and implemented various strategies for education, outreach and marketing to provide accurate information and promote the positive aspects and benefits of affordable housing to build support within the community. Once the City has received direction from the General Land Office concerning the format and substance of the action plan, the Fair Housing Work Group will be responsible for developing an anti-NIMBYism action plan that will be presented to the Dickinson City Council.

When will you do this?  2011  2012  2013

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<sup>[1]</sup> "In the face of NIMBY attitudes grantees can adopt a stance that in essence goes along with them or strongly counters such sentiments with positive actions to overcome them and allay fears and concerns with facts." HUD's Fair Housing Guide: Volume 2, pg 7-106

- Not Applicable (Explain)

**Impediment #5**

Certain governmental policies and practices may not meet current HUD policy concerning affirmatively furthering fair housing. Jurisdictions should act to ensure that their policies and procedures affirmatively further fair housing, address mal-distribution of resources, and that they do not unnecessarily impact housing choice.

1. As part of certifying that a community is affirmatively furthering fair housing, jurisdictions that have long-term infrastructure plans should review them to determine if the plan promotes racial concentrations or otherwise inadvertently results in disparate treatment of members of protected classes. While not intended to direct a community to hire a consultant, it is anticipated that a community will review its long-term infrastructure plans as part of this recommended action. In reviewing the project list in Appendix F there are many projects that are listed as being of community-wide benefit. The records do not indicate the actual location of projects or provide adequate discussion of how the projects benefit the entire community.
  - We have a long-term infrastructure plan and will review the plan to determine if it promotes racial concentrations or otherwise inadvertently results in disparate treatment of members of protected classes as it relates to the availability of housing.

The City of Dickinson does not have a formal Capital Improvement Program and does not have a Comprehensive Plan. The City of Dickinson utilizes a Street Prioritization Program to rank each street based on traffic counts, date of last construction, and existing condition. The lower the overall rank number, the worse the street is and the higher the prioritization it receives. The City has already reviewed the Street Prioritization Program and determined that it meets this objective.

As a Round 1 project, the City of Dickinson undertook the development of a Comprehensive Drainage Study to identify drainage issues throughout the City and develop recommended actions to resolve major drainage issues. The Comprehensive Drainage Study was completed in October of 2010 and adopted by the City Council. Since that time, the City has completed 50% of the Hot Spot projects identified in the Study, and will continue to work on the different projects recommended in the Study until all Hot Spots have been addressed. The Comprehensive Drainage Study has also been reviewed, and the City has determined that it meets this objective.

The City of Dickinson does not provide water and wastewater services to its residents. Water and wastewater is provided by Galveston County Water Control & Improvement District #1, which is a separate governmental entity. Consequently, all water and wastewater infrastructure is owned by GCWCID#1, and any long-term infrastructure plan related to water and wastewater would be developed by GCWCID#1. The City of Dickinson has met with GCWCID#1 and requested that GCWCID#1 review its water and wastewater master plan to determine if it promotes racial concentrations or otherwise inadvertently results in

disparate treatment of members of protected classes as it related to the availability of housing.

When will you do this?  2011

- Not Applicable (Explain)
- We have already collected information on the locations of protected populations and have adequate information for insuring that new projects with “citywide benefits” will not perpetuate illegal differences in treatment.
- We will use the information in Appendix (X) of the AI to ensure that proposed projects do not perpetuate illegal differences in treatment.

When will you do this?  2011

- Not Applicable (Explain)

2. As it has been determined under federal law that Fair Housing applies to all federal housing and community development funds, to reduce “siloing” the fair housing component into only housing-related programs, fair housing should be considered in all activities for all local community planning staff.

- We have determined that consideration of Fair Housing implications has already been incorporated into all aspects of planning in this jurisdiction. [Please attach supporting documentation.]
- We will review and insure that Fair Housing implications are addressed in all aspects of planning in this jurisdiction in a manner consistent with the guidelines provided by the state at the FFAST form training and maintain documentation of that review.

When will you do this?  2011  2012  2013

The City of Dickinson’s compliance with this objective is contingent upon the provision of guidelines by the State.

- Not Applicable (Explain)

3. It would be beneficial for local elected officials to require senior staff of any subrecipient such as a city or county—including managers and attorneys—to receive available Fair Housing training within the first 12 months of their employment or engagement.

- We have a policy in place providing for all senior staff – including managers and attorneys – to receive Fair Housing training within their first 12 months on the job, and for long-term senior staff to receive regular updated training. [Attach copy of policy]
- We do not have such a policy and will develop and implement one.

When will you do this?  2011  2012  2013

Though it was not mandated, the Chief Building Official and Assistant Building Official attended the “Race, Place and Fair Housing” Seminar presented by the University of Texas School of Law in October of 2010. To the extent possible and resources are available, the City of Dickinson will provide opportunities for senior staff and members of the Fair Housing Work Group to receive Fair Housing training on a regular basis.

Not Applicable (Explain)

4. As part of what is usually a common initial training by the associations that provide education opportunities for newly-appointed board members or newly-elected council or commissioners court members of cities and counties, the state should request that training include specific information on the Fair Housing Act—with a discussion of affirmatively furthering fair housing obligations.

**No local action is required at this time.**

5. Local communities should consider limiting the concentration of infrastructure improvements like wastewater treatment, solid waste disposal, or similar necessary but not desirable infrastructure projects in residential areas where there are concentrations of protected classes.

We have an official policy that limits the concentration of certain infrastructure improvements. [Attach a copy.]

We have official policies and procedures that take the location of protected classes into account when deciding where to locate undesirable infrastructure improvements. [Attach a copy.]

We do NOT have limits on the concentration of undesirable infrastructure improvements or policies and procedures that take the residential location of members of protected classes into account, but will develop formal limits or official policies and procedures.

When will you do this?  2011  2012  2013

As explained in response to Impediment #5, Action Item 1 above, the City of Dickinson does not provide water and wastewater services to its residents. Water and wastewater is provided by Galveston County Water Control & Improvement District #1, which is a separate governmental entity. Consequently, all water and wastewater infrastructure is owned by GCWCID#1, and any long-term infrastructure plan related to water and wastewater would be developed by GCWCID#1. The City of Dickinson will meet with GCWCID#1 and request that GCWCID#1 consider developing formal limits or official policies and procedures that take the residential location of members of protected classes into account with regard to the locations of undesirable water and wastewater infrastructure improvements.

Not Applicable (Explain)

6. Communities electing to provide publicly financed housing incentives should be requested to call for recipients to engage in affirmative marketing.

We have a policy requiring Affirmative Marketing Plans from developers seeking tax abatements or other supports for new housing.

We do not have such a policy and will develop and implement one.

When will you do this?  2011

Not Applicable (Explain)

The City of Dickinson does not provide publicly-financed housing incentives at this time. Galveston County is administering the housing assistance program through which Dickinson residents may obtain assistance. Galveston County has adopted an Affirmative Marketing Plan that meets this objective. In the event that the City of Dickinson provides such incentives at some point in the future, a policy requiring Affirmative Marketing Plans from developers seeking tax abatements or other supports for new housing will be developed.

7. If a jurisdiction is a non-entitlement community, when working in LMI areas to replace roads or other infrastructure, the jurisdiction should consider making application for additional sources of funding to provide assistance to repair substandard housing associated with the project (i.e., TDHCA or HUD.)

We formally consider accessing supplementary funds when infrastructure proposals are developed. [Attach policies.]

We have not consistently done this in the past and we plan to develop a process to consider making housing funding applications when funds for infrastructure projects are sought.

When will you do this?  2011  2012  2013

The City of Dickinson has participated in the HOME Program on different occasions in the past in an effort to provide assistance to residents to repair substandard housing; however, the City's decision to participate in the HOME Program has not been part of a formal process. Due to the limited availability of HOME Program funds and the matching requirement associated therewith, the City of Dickinson may not be able to participate in the HOME Program or other housing assistance programs each time it seeks funds for infrastructure projects. Therefore, the City of Dickinson cannot adopt a formal process as it relates to this objective.

Not Applicable (Explain)

8. Most infrastructure projects take into account items like curb cuts, sidewalks, hearing and visually impaired indicators at intersections. When approving non-federally funded projects, similar special needs construction should be required for infrastructure improvements. Projects should also address other legacy discrimination issues, such as accessibility in public areas like courthouses, community centers and other high traffic areas.

- We currently require that applications for non-federally-funded infrastructure projects are ADA compliant and address other legacy discrimination issues.
- We do not have such a requirement. We will develop one after receiving guidelines from the State.

When will you do this?  2011  2012

Not Applicable (Explain)

9. Each jurisdiction applying for Community Development Block Grant funds or other federal housing and community development funds should submit a Fair Housing Activities Statement – Texas (FHA<sup>ST</sup>) with their application, reviewing their infrastructure needs and housing needs and how the proposed activity promotes fair housing or results in more equitable treatment of protected classes. Projects with community-wide benefits should be accompanied by explicit commitments on the part of the local jurisdictions to undertake additional activities to affirmatively further fair housing along with a monitoring and reporting process.

- We will submit a FHA<sup>ST</sup> form.

When will you begin to do this?  2011

Not Applicable (Explain)

10. As part of the non-housing disaster recovery program, jurisdictions should consider low-income areas and areas populated principally by members of protected classes to determine the potential for flooding and consider making infrastructure expenditures to help protect the impacted communities—including colonias.

- We have reviewed LMI areas and areas populated principally by members of protected classes, and prioritized infrastructure expenditures to help protect the impacted communities—including colonias.
- We have not done this in the past but will conduct such a review and consider these infrastructure projects in the future.

When will you do this?  2011

Not Applicable (Explain)

11. If applicable, all policies should be reviewed regarding denying applicants' access to disaster recovery CDBG funds if their residence is located in the flood plain. If the policy does not allow participation by restricting building in flood plains, then the policy should be assessed to see if alternative housing programs could be implemented for the residents. Local jurisdictions should analyze the results and see if protected classes are more frequently harmed by flood plain restrictions. This action does not apply to the TDRA CDBG Disaster Relief Fund that limits property purchase "unless TXCDBG receives satisfactory evidence that the property to be purchased was not constructed or purchased by the current owner after the property site location was officially mapped and included in a designated flood plain."

- We have completed this review and analysis and will take action on our findings.
- We have not completed this review and analysis. We will do so and take appropriate actions based on our findings for Round 2 programs.

When will you do this?  2011

Not Applicable (Explain)

Since the City of Dickinson is not administering any housing recovery funds, this action step does not apply for Dickinson. Galveston County is administering the housing assistance program through which Dickinson residents may obtain assistance. Galveston County's policy is to elevate and accommodate structures in the floodplain rather than deny applicants' access to disaster recovery CDBG funds.

12. When an entire community is in a flood plain, the community should establish clear standards that allow for proper elevation or relocation, and that also allows for visitability/special needs considerations consistent with state<sup>[3]</sup> and federal law.

- We have established clear standards that allow for proper elevation of homes or for relocation, and also allow for visitability/special needs considerations consistent with state and federal law. [Attach documentation.]
- We have not developed these standards but will do so for Round 2 programs.

When will you do this?  2011

Not Applicable (Explain)

The City of Dickinson is not entirely in a flood plain.

13. Local jurisdictions that accommodated the relocation of disaster survivors resulting in concentrations of protected class survivors in specific areas should establish Moving to Opportunity Programs and include renters in their Moving to Opportunity Programs as defined under Round 2.

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<sup>[3]</sup> Texas Government Code Section 2306.514

- This action step applies to our jurisdiction. We will establish a Moving to Opportunity Program for disaster survivors as part of our Round 2 housing recovery program.

When will you do this?  2011

- Not Applicable (Explain)

Since the City of Dickinson is not administering any housing recovery funds, this action step does not apply for Dickinson. All housing recovery funds are being administered by Galveston County, and Galveston County is utilizing a Moving to Opportunity Program. Dickinson will, however, cooperate with the Program Administrator to ensure effective results in the Moving to Opportunity Program in its jurisdiction.

14. Consistent with the process established in the conciliation agreement, local jurisdictions and state agencies should work together to determine a demographic and economic profile of victims of the natural disaster and establish goals for assisting these populations in no less that the proportions they were impacted by the disaster. These goals should be performance goals and disaster recovery funds should be extended incrementally in a manner to ensure that these populations are equitably assisted with benefits.

- We will cooperate with state agencies to carry out this action step.

When will you do this?  2011

- Not Applicable (Explain)

15. All infrastructure programs funded with disaster recovery funds should be designed so that any publicly accessible infrastructure projects and associated facilities are fully accessible to persons with disabilities.

- We have established clear policies and procedures to insure that all infrastructure programs funded with disaster recovery funds will be designed so that any publicly accessible infrastructure projects and associated facilities are fully accessible to persons with disabilities. [Attach documentation.]
- We have not developed these standards and policies; we will do so for Round 2 infrastructure projects. The person or entity responsible for developing these standards will be Julie M. Johnston, City Administrator.

When will you do this?  2011  2012

- Not Applicable (Explain)

16. Consistent with the Conciliation Agreement, family and elderly public housing units damaged or destroyed by the disaster should be reconstructed or repaired in a manner that affirmatively furthers fair housing utilizing disaster recovery funds within 24 months of approval of the initial application for disaster recovery assistance for the local jurisdiction.

We affirm that family and elderly public housing units damaged or destroyed by the disaster will be reconstructed or repaired in a manner that affirmatively furthers fair housing utilizing disaster recovery funds within 24 months of submission of the initial application for disaster recovery assistance by the local jurisdiction.

Not Applicable (Explain)

At the time of Hurricane Ike, there were no family or elderly public housing units within the City of Dickinson. Therefore, there are no family or elderly public housing units that need to be reconstructed within the City of Dickinson.

**Impediment #6**

Governmental entities at all levels do not appear to have been proactive in the enforcement of both the Fair Housing Act and the obligation to affirmatively further fair housing. The State and subrecipients should implement a robust and effective structure for identifying and pursuing suspected violations.

1. Given the potential for increase in Fair Housing enforcement action by federal and state agencies and private organizations, an ongoing fair housing testing program for areas that receive federal housing and community development funds could be beneficial to protect state agencies and sub-recipients from potential repayment. Fair housing enforcement is a valid use of CDBG funding and can be used to establish testing programs by agencies trained in HUD testing procedures. The state, or local jurisdictions combining together, should consider conducting tests in areas that include the following: steering in sales and rental; the denial of and different terms and conditions based on race, national origin, familial status, and disability in sales and rental; predatory and disparate terms and conditions in lending and insurance; and foreclosure modification schemes targeting minority neighborhoods. The state should also consider education to applicable entities on self-testing and self-correction.

We currently have a testing program for Fair Housing violations. For more information, please contact \_\_\_\_\_.

We do not have a testing program for Fair Housing violations and plan to establish one.

When will you do this?  2011  2012  2013

Not Applicable (Explain)

The City of Dickinson does not have the resources to develop a testing program for Fair Housing violations. In the event that the State of Texas or some other governmental entity provides a testing program in which

the City may participate, the City of Dickinson will consider participating therein.

2. TDHCA should, as a pilot program, allocate funds to independent third parties or a combined jurisdiction team identified in point 1 of this section to provide similar testing to determine if additional enforcement is necessary.

**No local action is required at this time.**

3. Impacted agencies that provide certification that they are affirmatively furthering fair housing as required by federal law, should consider publishing a public document on enforcement that provides the public and communities with a clear description (and chart) of the state and Federal Fair Housing Act.
  - On documents concerning housing and community development programs that are provided to the public, we will list fair housing enforcement contacts and procedures consistent with the State suggested language when it is provided in 2011.

When will you do this?  2011

Not Applicable (Explain)

4. Each community should place on its website (if one is available) the contact, at the local, state, and federal levels, for reporting a Fair Housing complaint, if citizens believe they were victims of housing discrimination.
  - We have published the contact information – at the local, state and federal levels – for reporting a Fair Housing complaint.  
The City of Dickinson's Fair Housing Page on its City website may be found at <http://www.ci.dickinson.tx.us/fairHousing.html>.

We have not done so but will do so.

When will you do this?  2011

Not Applicable (Explain)

5. Each local jurisdiction should publish on its website a clear statement, approved jointly by TDRA and TDHCA, expressing the jurisdiction's obligation to affirmatively further fair housing and providing a method for reporting suspected noncompliance to the state and to HUD. The jurisdiction's contact person should be able to refer to clear local Fair Housing procedures for the complaint process, keep logs and records of all inquiries, allegations, complaints and referrals. These reports should be sent to the appropriate funding agency. Where these reports show that a jurisdiction has administered programs inconsistently with the AI and had the effect of discouraging applications from members of protected classes who are deemed eligible under the plan for assistance, affirmative marketing plans should be developed and submitted to the appropriate agency.

We have published a policy statement expressing our jurisdiction's obligation to Affirmatively Further Fair Housing. [Attach a copy or URL.]

We will publish a policy statement consistent with the language the State provides in 2011.

When will you do this?  2011

Not Applicable (Explain)

We have developed clear procedures for the Fair Housing complaint process. [Attach a copy]

We will develop clear procedures for the Fair Housing complaint process once more guidance is given by the State in 2011.

When will you do this?  2011

Not Applicable (Explain)

We keep complete logs and records of all Fair Housing inquiries, allegations, complaints and referrals and have a policy statement about these legal records.

We will begin keeping required logs and records based on guidance given by the State in 2011.

When will you do this?  2011

Not Applicable (Explain)

We have remedial procedures for developers, landlords, home sellers and others whose actions may be inconsistent with Fair Housing laws and regulations.

We do not have remedial procedures but will develop them. The agency or person who will be responsible for developing these procedures is \_\_\_\_\_.

When will you do this?  2011

Not Applicable (Explain)

Since the City of Dickinson is not administering any housing recovery funds, this action step does not apply for Dickinson. All housing recovery funds are being administered by Galveston County, and Galveston County has or will develop remedial procedures. However, the City of Dickinson will cooperate with

Galveston County and the State on the development of statewide and/or regional remedial measures to be undertaken.

**Impediment #7**

Many local jurisdictions have zoning codes, land use controls, and administrative practices that may impede fair housing choice and fail to affirmatively further fair housing.

1. The law anticipates that ordinances creating disparate impact should also be reviewed for change. If a disparate impact is determined to exist by the local jurisdiction, it could repeal or amend the restriction, use public funds to offset the cost through homebuyer assistance programs, or waive fees or other offsets to make the home more affordable.

- We recently conducted or updated a Fair Housing Review of our ordinances and codes.
- We have not done so but will conduct a review
- We have a policy statement/guidance for those responsible for developing codes/ordinances that reminds them to consider and document the Fair Housing/AFFH implications of any new rule.
- We do not have such a policy/guidance but will develop one when suggested guidelines are provided by the State in 2011.

When will you do this?  2011

- Not Applicable (Explain)

2. To help limit concentrations that could be considered impediments to affirmatively furthering fair housing, jurisdictions that have long term planning documents for housing growth or redevelopment, or revitalization plans, should consider allowing or encouraging mixed income affordable housing in the plan and provide incentives for development of this type of housing in areas that are not concentrated.

- We recently conducted a Fair Housing Review and took/are taking appropriate action concerning our planning documents. [Attach a list of plans reviewed, a summary of findings, and actions you will take to remove impediments]
- We have not done so but will conduct a Fair Housing Review after the State provides suggested guidelines in 2011.

When will you do this?  2011

- Not Applicable (Explain)

- We have identified residential areas that show concentrations or underrepresentation of protected groups, and we encourage mixed-income affordable housing and other strategies to widen housing choice throughout our jurisdiction.
- We have not done so but will include this in our FFAST plan once guidelines are provided by the State in 2011.

When will you do this?  2011  2012  2013

- Not Applicable (Explain)

3. Local jurisdictions seeking CDBG Disaster Recovery funds from the state should consider offering expedited permitting and review processes for affordable housing projects within high opportunity target zones.

- We currently offer incentives to developers to locate affordable housing projects in high opportunity neighborhoods and prevent overconcentration.
- We have not done so but will to the extent possible.

When will you do this?  2011  2012  2013

- Not Applicable (Explain)

The City of Dickinson does not have the resources to offer incentives to developers to locate affordable housing projects in high opportunity neighborhoods and therefore cannot commit to offering “incentives”. However, to the extent possible, the City will offer expedited permitting and review processes for affordable housing projects within high opportunity target zones.

**Impediment #8**

Inadequate planning for re-housing after an emergency situation creates a situation where persons who are uninsured or under-insured, low income, or special needs can be displaced for long periods of time.

1. Some legislators, the Sunset Commission, and communities acknowledge that while temporary disaster housing is a federal program, Texas should continue to provide guidance to local governments on additional planning that needs to be done as part of the emergency preparedness planning to most efficiently work with FEMA.

**No local action is required at this time.**

2. As much of what FEMA has previously offered is travel trailers or manufactured housing, local governments should review their zoning requirements or other land use provisions that restrict temporary housing or housing on an existing lot during the building process and look at potential waivers that do not risk or negatively impact health, safety, and welfare during a period after disasters so that low income persons

can move back to their existing communities with temporary housing while waiting for redevelopment.

- We have reviewed our zoning requirements and other land use provisions and have provided waivers or other accommodations for post-disaster housing.

During the post-Ike recovery period, the City of Dickinson passed a moratorium on zoning restrictions to allow temporary housing on existing lots during the process of rebuilding so that residents could remain on their property while repairing or rebuilding their home. The City will consider passing another moratorium or waiver if another disaster occurs to ensure that residents are able to remain on their property..

- We have not done so but will review our zoning and look at potential waivers.

When will you do this?  2011  2012  2013

- Not Applicable (Explain)

<b><u>Impediment #9</u></b>	There are impediments in public and private actions and private attitudes to housing choice for persons with disabilities.
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1. To meet federal Fair Housing requirements for zoning and neighborhood uses, jurisdictions should look to determine if there are direct or indirect limitations in codes that would prevent facilities or personal residences from providing assistance or communities of choice or service-enriched environments that directly impact special needs persons.
2. Local jurisdictions should work to ensure that zoning or code requirements do not unnecessarily impose stricter commercial building requirements, such as emergency access or protection services, on group homes, thereby dramatically increasing housing costs for persons with special needs.

- We have reviewed our codes and ordinances and have addressed/are addressing any impediments relating to special needs persons, including (1) rules that might prevent facilities or personal residences from providing assistance or communities of choice or service-enriched environments that directly impact special needs persons, and (2) rules that might unfairly increase the costs to special needs persons.
- We have not done so but will conduct a review and address any impediments identified once guidelines are provided by the State in 2011.

When will you do this?  2011

- Not Applicable (Explain)

3. Local jurisdictions should consider coordinating with the legislatively created Housing and Health Services Coordination Council for best practices on working with supportive services.
  - We agree to coordinate with the legislatively created Housing and Health Services Coordination Council for best practices on working with supportive services.

When will you do this?  2011  2012  2013

Not Applicable (Explain)

<b><u>Impediment #10</u></b>	There are barriers to mobility and free housing choice for Housing Choice Voucher holders including: inadequate tenant counseling services and mobility assistance, failure of PHAs to apply for the FMR pilot demonstration funds, and government policies, procedures, and regulations that tend to decrease participation by private housing providers and to restrict available housing to “racially or low-income populated neighborhoods” with little access to economic, educational, or other opportunity.
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**No local action beyond compliance with Round 2 Housing Guidelines is currently required but communities are encouraged to work with local public housing authorities to understand and overcome these impediments.**

<b><u>Impediment #11</u></b>	Loss of housing stock in Hurricanes Dolly and Ike compounded the shortage of affordable housing in disaster recovery areas. This shortage is particularly acute in safe, low-poverty neighborhoods with access to standard public services, job opportunities and good schools.
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**No local action is required at this time. TDRA and TDHCA will develop a statewide strategic plan including guidance for local jurisdictions on the following Action Steps in 2011.**

1. To help offset the costs of developments that feature reduced rents without government support, local jurisdictions should consider establishing density bonuses to allow for higher levels of units per site for multifamily developments and single-family developments that propose increased affordability.
2. TDHCA and HUD have developed programs that preserve affordable housing. Continuing in this vein, the state and local jurisdictions should work to preserve existing affordable housing development and discourage them from converting to market rate housing. Requirements should be included in all publicly funded developments providing tenants with early and clear notification of the intention of management to convert to market rate housing and providing first right of refusal to

nonprofit and public entities and organizations to purchase units to maintain affordability.

3. The state and local jurisdictions should consider using CDBG funds to buy down the cost of land in high-cost and high-opportunity development areas to increase affordable housing options in these areas.

**Impediment #12**

Lack of financial resources for both individuals and housing providers limits Fair Housing choice. Using an effective program under Section 3 of the Housing and Urban Development Act of 1968 may help members of protected classes gain economic opportunities necessary to allow them to exercise fair housing choice.

1. The state is maximizing its resources in Round 2 of the Ike/Dolly funding to affirmatively further fair housing in single family and multi-family developments. As called for in the Conciliation Agreement, the state is looking to provide more integrated housing options for persons in racially concentrated or poverty concentrated neighborhood groups. In single-family programs, the state should require subrecipients to offer the opportunity to relocate out of floodplain areas, concentrations of racial minorities, or concentrations of poverty—through the Homeowner Opportunity Program. Any relocation should be into an area that does not result in simply relocating the high-concentration from one area to another.

**Local jurisdictions will be responsible for complying with Section 3 as part of their contract with the state.**

2. Jurisdictions receiving federal funds from HUD, directly or indirectly, should ensure they have a compliant Section 3 program to meet HUD requirements regarding notification to LMI eligible persons of potential job creation at the impacted neighborhood level with federal funds.
  - We have in place a Section 3 program that meets the requirements of federal law and regulations regarding potential job creation at the impacted neighborhood level and the use of federal funds to hire local LMI eligible persons. We confirm that appropriate staff persons in this jurisdiction have already received training on Section 3, regarding job creation for local LMI persons including members of protected classes. [Attach Section 3 plan and list of staff names and training dates]
  - We have not done so but will develop a Section 3 program that meets the requirements of federal law and regulations and that ensure appropriate staff receive training.

When will you do this?  2011  2012

It should be noted that, while the City of Dickinson has not formally adopted a Section 3 program, the City is currently requiring the contractors that are working on Disaster Recovery CDBG projects to sign a Section 3 Plan (Local Opportunity Plan) and Section 3 language is part of the contract documents.

<b>Impediment #13</b>	Location and lack of housing accessibility and visitability standards within political jurisdictions limits fair housing choice for persons with disabilities.
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1. Local jurisdictions should consider establishing incentives for affordable housing applicants to create an increased set-aside of housing units for persons with disabilities or persons who are elderly without violating the existing TDHCA integrated housing rule.
2. TDHCA and local jurisdictions should consider adding proximity to medical facilities as a scoring incentive for competitive programs using federal funds for proximity to medical facilities.
3. TDHCA should require that all federally funded housing construction be built to accessibility standards found in Texas Government Code §2306.514.

We have formally considered: 1) establishing incentives for affordable housing developers to create an increased set-aside of housing units for persons with disabilities or persons who are elderly without violating the existing TDHCA Integrated Housing Rule; 2) providing point incentives for units in proximity to medical facilities for competitive programs using federal funds; and 3) requiring new housing built with federal funds to be built with structures that allow for accessible features, regardless of whether the original occupant needs the features, as called for by state law. [Attach documentation of the review and resulting actions.]

We have not undertaken the above review, but plan to do so.

When will you do this?  2011  2012  2013

Not Applicable (Explain)

Since the City of Dickinson is not administering any housing recovery funds, this action step does not apply for Dickinson. All housing recovery funds are being administered by Galveston County. Galveston County has accessibility standards that are applicable to federally funded housing construction. Any requirements for TDHCA would be the responsibility of TDHCA and not the City of Dickinson.

<b>Impediment #14</b>	Many colonias residents live in developments that have insufficient infrastructure and protections against flooding and are impacted by flooding beyond events like Hurricanes Dolly and Ike.
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1. The state, COGs, and local jurisdictions should examine the infrastructure needs in colonias, in particular the use of CDBG disaster recovery funds to provide drainage improvements to correct flooding problems in the wake of Hurricane Dolly, and the historical provision of public infrastructure and housing assistance to meet those needs in border and non-border colonias.

- We have identified the unserved infrastructure needs of colonias within our jurisdiction and whether these infrastructure improvements are eligible for disaster recovery funding and, if so, whether those projects will be funded.
- We have not undertaken the above review, but plan to do so.

When will you do this?  2011

- Not Applicable (Explain)  
The City of Dickinson does not have a colonia.

**Impediment #15** Minority neighborhoods in disaster areas are primarily served by non-regulated insurance companies that do not adhere to underwriting guidelines and may be discriminated against in the provision of insurance. Texas has passed aggressive statutes to prevent insurance “redlining.” National research indicates that protected classes face unwarranted disparities in the cost of insurance, the amount of coverage, and cancellation of policies without notice to the homeowner.

**No local action is required at this time.**

**Impediment #16** Many jurisdictions do not have adequate Analysis of Impediments to Fair Housing or Fair Housing Plans, and do not keep sufficient records of their activities.

1. Recipients of CDBG funds from HUD for housing should maintain records as required by the Fair Housing Act, HUD regulations, and the Conciliation Agreement in order to document that they are carrying out their commitments and affirmatively furthering fair housing.
  - We currently maintain all required records to document our AFFH actions and compliance with Fair Housing laws, HUD and State regulations, and the Conciliation Agreement. [Attach details of the records now kept and identify the person or entity responsible for keeping these records.]
  - We have not done so but do so in compliance with TDRA and TDHCA guidance.

When will you do this?  2011  2012  2013

- Not Applicable (Explain)  
Since the City of Dickinson is not administering any housing recovery funds, this action step does not apply for Dickinson. All housing recovery funds are being administered by Galveston County.
2. As required under the Conciliation Agreement, the State will conduct a new Statewide AI after HUD approval of the Phase 1 AI. Entitlement communities should conduct new AIs or update current AIs to ensure that they address all recommended data and

issues and specifically address issues related to all protected classes under the Fair Housing Act. Race and national origin, as well as the other protected classes, must be identified independent of low and moderate-income categories in order to understand the impact of actions, practices, regulations, ordinances, and other factors on them.

- We recently completed a formal Analysis of Impediments, are currently updating an existing AI, or are conducting our first AI. [Attach most recent AI or draft.]
- We are using the FFAST form process to analyze our impediments to fair housing and plan how to address them.

When will you do this?  2011

- Not Applicable (Explain)

**Alternative or additional Local Action Steps developed by this jurisdiction:** To address unique impediments to fair housing within each community, local jurisdictions are encouraged to develop alternative action steps to be adopted in lieu of or in addition to those set out in the State of Texas Interim Analysis of Impediments to fair housing. If your jurisdiction elects to propose alternative or additional action steps, please describe them below.

- We plan to take additional Action Steps, described in an Attachment.

Please see the attached Revised Long-Term Plan to Affirmatively Further Fair Housing.

- We will not take additional FH Action Steps at this time.

When will you do this?  2011  2012  2013

- Not Applicable (Explain)

# ITEM 10

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE:** November 09, 2016

<b>TOPIC:</b>	<b>PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS TO CONSIDER PROPOSED ASSESSMENTS AGAINST PROPERTIES IN THE DICKINSON PUBLIC IMPROVEMENT DISTRICT NO. 1 (BAYOU LAKES).</b>
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<b>BACKGROUND:</b>	Pursuant to Chapter 372 of the Texas Local Government Code, the City Council must hold a public hearing to receive comments concerning the proposed assessments to be levied against properties located in Dickinson Public Improvement District Number 1 (Bayou Lakes) ("PID 1").
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<b>RECOMMENDATION:</b>	Not applicable.
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<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"> <li>• Assessment Roll</li> <li>• Copy of Notice of Public Hearing Published in the Galveston County Daily News on October 29, 2016</li> <li>• Copy of Correspondence mailed to each property owner in PID#1 Section 3</li> </ul>
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<b>FUNDING ISSUES:</b>	<input checked="" type="checkbox"/> Not applicable – no dollars are being spent or received. <input type="checkbox"/> Full amount already budgeted in Acct/Project# _____ <input type="checkbox"/> Not budgeted.
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<b>FINANCE VERIFICATION OF FUNDING:</b>	<i>Stephanie Russell</i>
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<b>SUBMITTING STAFF MEMBER:</b> Stephanie Russell, CFO	<b>CITY ADMINISTRATOR APPROVAL:</b> <i>Stephanie Russell</i> for Julie Robinson
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<b>ACTIONS TAKEN</b>		
APPROVAL	READINGS PASSED	OTHER
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	

Bayou Lakes PID 1 - Section 3  
 Assessment Roll

Legal Description			Property Owner	Annual Assessment	Years of	Total Assessment	
Section	Block	Lot					
1	Bayou Lakes Section 3	1	1	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
2	Bayou Lakes Section 3	2	1	Khrystian Cunningham	\$ 2,030.00	20	\$ 40,600.00
3	Bayou Lakes Section 3	2	2	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
4	Bayou Lakes Section 3	2	3	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
5	Bayou Lakes Section 3	2	4	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
6	Bayou Lakes Section 3	2	5	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
7	Bayou Lakes Section 3	2	6	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
8	Bayou Lakes Section 3	2	7	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
9	Bayou Lakes Section 3	2	8	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
10	Bayou Lakes Section 3	2	9	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
11	Bayou Lakes Section 3	2	10	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
12	Bayou Lakes Section 3	2	11	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
13	Bayou Lakes Section 3	2	12	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
14	Bayou Lakes Section 3	2	13	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
15	Bayou Lakes Section 3	2	14	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
16	Bayou Lakes Section 3	2	15	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
17	Bayou Lakes Section 3	2	16	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
18	Bayou Lakes Section 3	2	17	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
19	Bayou Lakes Section 3	2	18	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
20	Bayou Lakes Section 3	2	19	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
21	Bayou Lakes Section 3	3	1	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
22	Bayou Lakes Section 3	3	2	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
23	Bayou Lakes Section 3	3	3	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
24	Bayou Lakes Section 3	3	4	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
25	Bayou Lakes Section 3	3	5	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
26	Bayou Lakes Section 3	3	6	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
27	Bayou Lakes Section 3	3	7	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
28	Bayou Lakes Section 3	3	8	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
29	Bayou Lakes Section 3	3	9	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
30	Bayou Lakes Section 3	3	10	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
31	Bayou Lakes Section 3	3	11	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
32	Bayou Lakes Section 3	3	12	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
33	Bayou Lakes Section 3	4	1	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
34	Bayou Lakes Section 3	4	2	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
35	Bayou Lakes Section 3	4	3	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
36	Bayou Lakes Section 3	4	4	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
37	Bayou Lakes Section 3	4	5	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
38	Bayou Lakes Section 3	5	1	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
39	Bayou Lakes Section 3	5	2	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
40	Bayou Lakes Section 3	5	3	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
41	Bayou Lakes Section 3	5	4	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
42	Bayou Lakes Section 3	5	5	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
43	Bayou Lakes Section 3	5	6	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
44	Bayou Lakes Section 3	5	7	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
45	Bayou Lakes Section 3	5	8	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
46	Bayou Lakes Section 3	5	9	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
47	Bayou Lakes Section 3	5	10	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
48	Bayou Lakes Section 3	5	11	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
49	Bayou Lakes Section 3	5	12	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00

Bayou Lakes PID 1 - Section 3  
 Assessment Roll

	Legal Description			Property Owner	Annual Assessment	Years of	Total Assessment
	Section	Block	Lot				
50	Bayou Lakes Section 3	5	13	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
51	Bayou Lakes Section 3	5	14	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
52	Bayou Lakes Section 3	5	15	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
53	Bayou Lakes Section 3	5	16	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
54	Bayou Lakes Section 3	5	17	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
55	Bayou Lakes Section 3	5	18	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
56	Bayou Lakes Section 3	5	19	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
57	Bayou Lakes Section 3	5	20	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
58	Bayou Lakes Section 3	5	21	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
59	Bayou Lakes Section 3	5	22	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
60	Bayou Lakes Section 3	5	23	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
61	Bayou Lakes Section 3	5	24	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
62	Bayou Lakes Section 3	5	25	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
63	Bayou Lakes Section 3	6	1	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
64	Bayou Lakes Section 3	6	2	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
65	Bayou Lakes Section 3	6	3	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
66	Bayou Lakes Section 3	6	4	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
67	Bayou Lakes Section 3	6	5	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
68	Bayou Lakes Section 3	6	6	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
69	Bayou Lakes Section 3	6	7	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
70	Bayou Lakes Section 3	6	8	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
71	Bayou Lakes Section 3	6	9	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
72	Bayou Lakes Section 3	7	1	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
73	Bayou Lakes Section 3	7	2	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
74	Bayou Lakes Section 3	7	3	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
75	Bayou Lakes Section 3	7	4	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
76	Bayou Lakes Section 3	7	5	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
77	Bayou Lakes Section 3	7	6	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
78	Bayou Lakes Section 3	7	7	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
79	Bayou Lakes Section 3	7	8	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
80	Bayou Lakes Section 3	7	9	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
81	Bayou Lakes Section 3	7	10	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
82	Bayou Lakes Section 3	8	1	K. Hovnanian of Houston II, LLC	\$ 2,030.00	20	\$ 40,600.00
83	Bayou Lakes Section 3	8	2	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
84	Bayou Lakes Section 3	8	3	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
85	Bayou Lakes Section 3	8	4	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
86	Bayou Lakes Section 3	8	5	Dickinson Partners, LTD	\$ 2,030.00	20	\$ 40,600.00
Totals		86					\$ 3,491,600.00

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS TO CONSIDER PROPOSED ASSESSMENTS AGAINST PROPERTIES IN THE DICKINSON PUBLIC IMPROVEMENT DISTRICT NO. 1 (BAYOU LAKES).

In accordance with Texas Local Government Code Chapter 372, the Assessment Roll for the City of Dickinson Public Improvement District No. 1 has been prepared and is on file and available for public inspection in the office of the City Secretary. A Public Hearing on the Assessment will be held by the City Council as follows:

TIME: November 9, 2016, 7:00 pm

PLACE: City Council Chambers, City Hall, 4403 Highway 3, Dickinson, Texas.

GENERAL NATURE OF THE IMPROVEMENTS: construction of water distribution and wastewater collection lines, stormwater drainage facilities, road and street paving, landscaping, fencing, and signage, the acquisition of real property in connection with the authorized improvements, and the establishment, administration and operation of the District.

Cost of the Improvements: \$3,534,372.00 plus interest accrued thereon.

In addition to the funds described above, additional costs of improvements are to be paid by assessments on additional lots in the Public Improvement District as they are constructed.

Boundaries of the Public Improvement District: The boundaries of the District are described below. Eighty-six (86) single family residential lots located in Section 3 are being considered for assessment at this time. See map below for the general location of Section 3.

Proposed Method of Assessment:

Subject to the approval of the City Council of the City of Dickinson, Texas, the method of assessment shall be based on an even distribution of the assessment to each lot benefiting from the public improvements (\$2,030 per year for 20 years; total amount per lot \$40,600).

**Written or oral objections will be considered at the hearing.**

Alun Thomas  
City Secretary  
City of Dickinson

## DISTRICT BOUNDARY

### DESCRIPTION OF A 26.21 ACRE TRACT OF LAND SITUATED IN THE JAMES F. PERRY AND EMILY M. AUSTIN SURVEY, ABSTRACT NO. 19 GALVESTON COUNTY, TEXAS

BEING a 26.21 acre tract of land situated in the James F. Perry and Emily M. Austin Survey, Abstract No. 19 of Galveston County, Texas and being a portion of a called 128.87 acre tract of land as described in a conveyance to Dickinson Partners, LTD. recorded under File Number 2009002568, Official Public Records of Real Property Galveston County (O.P.R.R.P.G.C.), said 26.21 acre tract of land described by metes and bounds as follows:

**BEGINNING** at a 5/8-inch iron rod with cap stamped "Survcon Inc." found for the southeast corner of Lot 53, Block 1 of BAYOU LAKES SECTION 1, a plat of record recorded under Map No. 2004084472 of the Galveston County Map Records, said point lying on the common line of said 128.87 acre tract and a called 39.546 acre tract of land as described in a conveyance to Danann Inc. recorded under File No. 2000041230, O.P.R.R.P.G.C.;

THENCE, S 02°59'23" E, along said common line, a distance of 919.72 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the southeast corner of the herein described tract;

THENCE, over and across said 128.87 acre tract the following courses and distances:

S 68°04'47" W, a distance of 99.62 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract;

N 74°19'23" W, a distance of 39.58 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the beginning of a non-tangent curve to the right, having a radial bearing of N 74°19'23" W, 50.00 feet;

In a Southwesterly direction, along said curve to the right, a distance of 57.82 feet, having a radius of 50.00 feet, a central angle of 66°15'06" and a chord which bears S 48°48'10" W, 54.65 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for corner;

S 08°04'17" E, a distance of 20.00 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract;

S 50°13'03" W, a distance of 168.42 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract;

S 81°45'27" W, a distance of 111.31 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract;

N 79°20'58" W, a distance of 20.00 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the beginning of a non-tangent curve to the right, having a radial bearing of N 79°20'58" W, 50.00 feet;

In a Southwesterly direction, along said curve to the right, a distance of 95.55 feet, having a radius of 50.00 feet, a central angle of 109°29'14" and a chord which bears S 65°23'39" W, 81.66 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for corner;

S 30°08'16" W, a distance of 20.00 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract;



S 69°32'14" W, a distance of 138.12 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract;

S 53°38'27" W, a distance of 310.42 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract;

S 81°32'03" W, a distance of 132.57 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract;

N 70°34'20" W, a distance of 325.38 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract;

N 75°37'56" W, a distance of 126.39 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract;

N 27°47'29" W, a distance of 20.00 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the beginning of a non-tangent curve to the right, having a radial bearing of N 27°47'29" W, 50.00 feet;

In a Westerly direction, along said curve to the right, a distance of 44.16 feet, having a radius of 50.00 feet, a central angle of 50°36'33" and a chord which bears S 87°30'48" W, 42.74 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for corner;

S 22°49'05" W, a distance of 121.76 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract, same being the northeast corner of a called 0.163 acre tract as recorded under File No. 2004023522, O.P.R.R.P.G.C.;

N 46°07'56" W, along the east line of said 0.163 acre tract, a distance of 120.24 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an angle point in the south line of the herein described tract, same being the east corner of said 0.163 acre tract;

S 87°00'38" W, along the north line of said 0.163 acre tract, a distance of 20.00 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for an interior corner of the herein described tract, same being the northwest corner of said 0.163 acre tract, and also lying on the east line of a called 60 feet wide access easement as recorded under File No. 2004023522, O.P.R.R.P.G.C.;

S 02°59'23" E, along the west line of said 0.163 acre tract, a distance of 45.58 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the beginning of a tangent curve to the left;

In a Southerly direction, along said curve to the left, a distance of 47.16 feet, having a radius of 500.00 feet, a central angle of 05°24'13" and a chord which bears S 05°41'29" E, 47.14 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the point of tangency;

S 08°23'36" E, a distance of 165.72 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the beginning of a tangent curve to the left;

In a Southerly direction, along said curve to the left, a distance of 139.58 feet, having a radius of 500.00 feet, a central angle of 15°59'41" and a chord which bears S 16°23'26" E, 139.13 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the point of tangency;

S 24°23'17" E, a distance of 70.07 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the beginning of a tangent curve to the left;



In a Southeasterly direction, along said curve to the left, a distance of 31.81 feet, having a radius of 25.00 feet, a central angle of  $72^{\circ}53'43''$  and a chord which bears  $S 60^{\circ}50'09'' E$ , 29.70 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for corner;

$S 07^{\circ}17'00'' E$ , a distance of 60.00 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the beginning of a non-tangent curve to the left, having a radial bearing of  $S 07^{\circ}17'00'' E$ , 170.00 feet, and the easterly southwest corner of the herein described tract;

In a Westerly direction, along said curve to the left, a distance of 64.70 feet, having a radius of 170.00 feet, a central angle of  $21^{\circ}48'23''$  and a chord which bears  $S 71^{\circ}48'48'' W$ , 64.31 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the point of tangency;

$S 60^{\circ}54'37'' W$ , a distance of 54.28 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the southwest corner of the herein described tract;

$N 29^{\circ}05'23'' W$ , a distance of 60.00 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the beginning of a non-tangent curve to the left, having a radial bearing of  $N 29^{\circ}05'23'' W$ , 25.00 feet;

In a Northerly direction, along said curve to the left, a distance of 37.22 feet, having a radius of 25.00 feet, a central angle of  $85^{\circ}17'54''$  and a chord which bears  $N 18^{\circ}15'40'' E$ , 33.88 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the point of tangency;

$N 24^{\circ}23'17'' W$ , a distance of 57.05 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the beginning of tangent curve to the right;

In a Northerly direction, along said curve to the right, a distance of 194.75 feet, having a radius of 450.00 feet, a central angle of  $24^{\circ}47'46''$  and a chord which bears  $N 11^{\circ}59'24'' W$ , 193.23 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the point of tangency;

$N 00^{\circ}24'29'' E$ , a distance of 165.62 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the beginning of tangent curve to the left;

In a Northerly direction, along said curve to the left, a distance of 29.65 feet, having a radius of 500.00 feet, a central angle of  $03^{\circ}23'52''$  and a chord which bears  $N 01^{\circ}17'27'' W$ , 29.65 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the point of tangency;

$N 02^{\circ}59'25'' W$ , a distance of 555.65 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the northwest corner of the herein described tract, same being the southwest corner of said BAYOU LAKES SECTION 1;

THENCE, along the south line of said BAYOU LAKES SECTION 1 the following courses and distances:

$N 87^{\circ}00'37'' E$ , a distance of 59.99 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

$N 88^{\circ}10'27'' E$ , a distance of 90.73 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

$N 82^{\circ}18'54'' E$ , a distance of 114.10 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

$N 74^{\circ}53'55'' E$ , a distance of 227.85 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

N 86°55'38" E, a distance of 121.59 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

S 86°07'50" E, a distance of 64.65 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

S 83°37'20" E, a distance of 84.06 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner, and lying on the west right-of-way line of Travertine Drive (60 foot width);

S 83°36'56" E, at a distance of 60.00 feet passing a 5/8-inch iron rod with cap stamped "SMC" found for corner, and lying on the east right-of-way line of said Travertine Drive, and continuing for a total distance of 129.09 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

S 85°11'57" E, a distance of 75.93 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

S 88°14'26" E, a distance of 70.22 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

N 88°49'59" E, a distance of 71.57 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

N 87°00'37" E, a distance of 175.63 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

N 72°00'50" E, a distance of 96.00 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

N 34°11'56" E, a distance of 55.35 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for corner;

N 23°32'38" E, a distance of 54.11 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

N 01°49'57" E, a distance of 55.24 feet to a 5/8-inch iron rod with cap stamped "SMC" found for corner;

N 02°59'23" W, a distance of 532.43 feet to a 5/8-inch iron rod with cap stamped "SMC" found for the northerly northwest corner of the herein described tract and lying on the south right-of-way line of Pebble Springs Drive (60 foot width);

N 87°00'37" E, along said south right-of-way line, a distance of 95.00 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for the beginning of a tangent curve to the right;

In a Southeasterly direction, along said curve to the right, a distance of 39.27 feet, having a radius of 25.00 feet, a central angle of 90°00'00" and a chord which bears S 47°59'23" E, 35.36 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for corner;

N 87°00'37" E, a distance of 60.00 feet to a 1/2-inch iron pipe with cap stamped "Brown & Gay" set for corner, said point lying on the east right-of-way line of Parkview Terrace Lane (60 foot width);

N 02°59'23" W, a distance of 32.77 feet to a 5/8-inch iron rod with cap stamped "Survcon Inc." found for the southwest corner of the aforementioned Lot 53, Block 1;

N 87°00'37" E, a distance of 125.00 feet to the **POINT OF BEGINNING** and containing 26.21 acres (1,141,648 square feet) of land.

Page 4 of 5

Bearing orientation is based on the Texas State Plane Coordinate System, South Central Zone 4204, NAD-83.

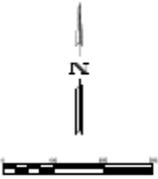
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Nicolas Vann            RPLS No. 6393  
Brown & Gay Engineers, Inc.  
10777 Westheimer Road, Suite 400  
Houston, Texas 77042  
Telephone: (281) 558-8700  
TBPLS Licensed Surveying Firm No. 10106500





VICINITY MAP  
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  32. 1/4 AC. 1/4 AC. 1/4 AC. 1/4 AC.

**BAYOU LAKES  
SECTION 3**

A SUBDIVISION OF 26.21 ACRES OF LAND  
LOCATED IN THE JAMES F. PERRY & DAVID M. L.  
AUSTIN SURVEY, A-19, CITY OF BOONSHAW,  
GALVESTON COUNTY, TEXAS

LOT 11: 1/4 AC. 1/4 AC. 1/4 AC. 1/4 AC.  
SCALE: 1"=40'

WELLS  
PROPERTY SERVICES  
DIVISION OF WELLS FARGO

**WELLS**  
Brown & Day Engineers, Inc.  
1210 Westchase, Suite 400, Houston, TX 77060  
Tel: 281-862-2200 • www.brownday.com  
EPC: Registration No. 171218  
TSP: License Number: 19198640

**CITY OF DICKINSON BAYOU LAKES PUBLIC IMPROVEMENT  
DISTRICT NO. 1**

**Memorandum**

DATE: October 14, 2016

TO: Property Owner

FROM: Marsh Darcy Partners, Inc,

RE: City of Dickinson Notice of Public Hearing to Levy Assessment in  
Bayou Lakes Public Improvement District No. One, Section 3.

Dear Property Owner:

Pursuant to Chapter 372 of the Local Government Code, attached is a Notice of Public Hearing that affects your property. You are hereby notified that the City Council of the City of Dickinson, Texas will hold a public hearing to authorize proposed assessments for the City of Dickinson Bayou Lakes Public Improvement District No. 1. The attached Notice contains information on when the hearing will be held, the general nature of the improvements, the cost of the improvements, the boundaries of the proposed assessment district, and proposed method of assessment. Should you have any questions, please feel free to contact Sue Darcy at (713) 647-9880.

Thank you.

Attachments

# ITEM 11

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE:** November 09, 2016

<b>TOPIC:</b>	<p><b>ORDINANCE #XXX-2016</b></p> <p><b>AN ORDINANCE LEVYING A SPECIAL ASSESSMENT ON CERTAIN PROPERTY IN PUBLIC IMPROVEMENT DISTRICT NO. ONE (BAYOU LAKES); PROVIDING FOR THE INCORPORATION OF A PREAMBLE, A SEVERABILITY CALUSE, AND AN EFFECTIVE DATE.</b></p>
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<b>BACKGROUND:</b>	<p>In 2003 by Resolution Numbers 703-2003 and 709-2003, the City Council authorized the establishment and creation of the City of Dickinson Public Improvement District Number One (Bayou Lakes).</p> <p>The City has received a request to levy assessment for Public Improvement District Number One Section 3 from Dickinson Partners, Ltd., a copy of which is provided with this agenda item. Pursuant to Chapter 372 of the Texas Local Government Code, the City Council must hold a public hearing on the request to levy assessment, and the public hearing was held in the previous agenda item.</p>
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<b>RECOMMENDATION:</b>	Staff recommends approval of the Ordinance.
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<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"> <li>• Letter from Dickinson Partners, LTD</li> <li>• Ordinance #XXX-2016</li> </ul>
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<b>FUNDING ISSUES:</b>	<input checked="" type="checkbox"/> Not applicable – no dollars are being spent or received. <input type="checkbox"/> Full amount already budgeted in Acct/Project# _____ <input type="checkbox"/> Not budgeted.
------------------------	--

<b>FINANCE VERIFICATION OF FUNDING:</b>	<i>Stephanie Russell</i>
---	--------------------------

<b>SUBMITTING STAFF MEMBER:</b> Stephanie Russell, CFO	<b>CITY ADMINISTRATOR APPROVAL:</b> <i>Stephanie Russell</i> for Julie Robinson
---	--

ACTIONS TAKEN		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

# Dickinson Partners, LTD

---

November 1, 2016

Julie Robinson, City Administrator  
City of Dickinson  
4403 Highway 3  
Dickinson, Texas 77539

Re: Request to Levy Assessment for Bayou Lakes Public Improvement District No. 1, Section 3

Dear Ms. Robinson:

Pursuant to Section 4.1 of the Development Agreement between the City of Dickinson and Dickinson Partners, LTD. for PID 1, we are hereby requesting the City of Dickinson to initiate the process to levy assessments in PID 1 as follows:

PID 1 Section 3

Proposed Timeframe for Assessment: Twenty (20) years

Proposed rate of Assessment: \$2,030.00 per lot ( Final rate may change but will not exceed this amount)

Portion of the PID that assessment is to be levied: Eighty Six (86) lots Bayou Lakes Section 3

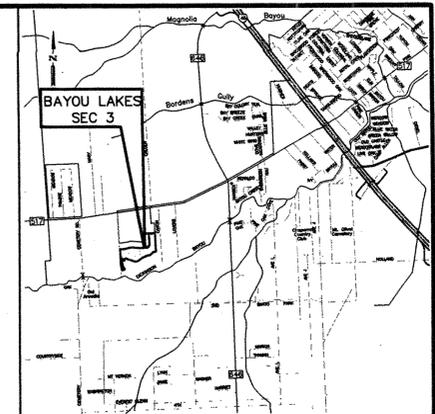
Description of the property proposed to be assessed: See attached Final Plat

In accordance with the public hearing requirements of Chapter 372 of the Local Government Code, we further request that the City Council consider our requests at a public hearing on November 9, 2016. March Darcy Partners will work with the City to provide all necessary documentation to the comply with Chapter 372 of the Local Government Code. You may contact Sue Darcy at (713) 647-9880 if you have an questions.

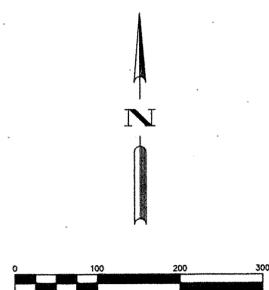
Sincerely,



Michael P. Ross  
For Dickinson Partners, LTD.



VICINITY MAP  
N.T.S.



GENERAL NOTES

- "A.E." indicates Aerial Easement.
- "B.L." indicates Building Line.
- "D.E." indicates Drainage Easement.
- "U.E." indicates Utility Easement.
- "W.L.E." indicates Water Line Easement.
- "SAN. S.E." indicates Sanitary Sewer Easement.
- "STM. S.E." indicates Storm Sewer Easement.
- "G.C.M.R." indicates Galveston County Map Records.
- "G.C.D.R." indicates Galveston County Deed Records.
- "F.C." indicates Film Code.
- "VOL." indicates Volume.
- "PG." indicates Page.
- "O.P.R.O.R.P." indicates Official Public Records of Real Property.
- "Fnd." indicates Found.
- "I." indicates Iron.
- The square footage value shown hereon is a mathematic value based upon the boundary data shown hereon. This value has no relation to the precision of closure of this plot or the position of corner monuments recovered or placed.
- Unless otherwise indicated, the building lines [B.L.], whether one or more, shown on this subdivision plot are established to evidence compliance with the applicable provisions of the Code of Ordinances, City of Dickinson, in effect at the time this plot was approved, which may be amended from time to time.
- All 14 foot Utility Easements shown extend 7 feet on each side of a common lot line unless otherwise indicated.
- The property lies in Zone "A6" (area of 100-year flood; base flood elevations and flood hazard factors determined), Zone "B" (areas between limits of the 100-year flood and 500-year flood; or certain areas subject to 100-year flooding with average depths less than one (1) foot or where the contributing drainage area is less than one square mile; or area protected by levees from the base of flooding) and Zone "C" (areas of minimal flooding) as delineated on the flood insurance rate map for Galveston County, Texas and incorporated areas, map numbers 485470 0090 d and 485470 0150 d, both revised November 16, 1990 and as delineated on the flood the flood insurance rate map for Galveston County, city of Dickinson, Texas, map number 481559 0005b, revised March 4, 1991.
- ⊙ indicates "Fnd 5/8" iron rod with SMC cap.
- A one-foot reserve dedicated to the public in fee as a buffer separation between the side or end of streets in subdivision plots where such streets abut adjacent acreage tracts, the condition of such dedication being that when adjacent property is subdivided or re-subdivided in a recorded plat, the one-foot reserve shall thereupon become vested in the public for street right-of-way purposes and the fee title thereto shall revert to and vest in the dedicator, his heirs, assigns, or successors.
- All corners are set 1/2 inch iron pipes with "Brown & Gay" cap unless otherwise noted.

# BAYOU LAKES SECTION 3

A SUBDIVISION OF 26.21 ACRES OF LAND  
LOCATED IN THE JAMES F. PERRY & EMILY M.  
AUSTIN SURVEY, A-19, CITY OF DICKINSON  
GALVESTON COUNTY, TEXAS

LOTS: 86      RESERVES: 3      BLOCKS: 8  
SCALE: 1"=100'      DATE: OCTOBER, 2014

OWNER:  
DICKINSON PARTNERS, LTD.  
5400 KATY FREEWAY  
HOUSTON, TEXAS 77007



**Brown & Gay Engineers, Inc.**  
10777 Westheimer, Suite 400, Houston, TX 77042  
Tel: 281-558-9700 • www.browngay.com  
TBPE Registration No. F-1046  
TBPLS Licensed Surveying Firm No. 101065-00

A CERTIFIED COPY  
Attest: DEC 03 2014  
DWIGHT D. SULLIVAN, County Clerk  
Galveston County, Texas  
By: Marta D. Flores  
Marta D. Flores

2014067682

X:\Dickinson\_Partners\Bayou\_Lakes\_03\_2441\07\_Plotting\01\_CADD\01\_Plot\Final\Bayou\_Lakes\_3.dwg, 11/05/2014, 7:46 AM, Page: 1/100

DICKINSON PARTNERS LTD.  
REMAINDER OF A CALLED 241.74 ACRES  
FILE NO. 2001015105 O.P.R.R.P.G.C.

DANANN INC.  
CALLED 39.546 ACRES  
FILE NO. 2000041230 O.P.R.R.P.G.C.

DICKINSON PARTNERS LTD.  
REMAINDER OF A CALLED 128.87 ACRES  
FILE NO. 2009002568 O.P.R.R.P.G.C.

CALLLED 0.046 ACRE ACCESS EASEMENT  
FILE NO. 2004023522 O.P.R.R.P.G.C.

20' SAN. S.E.  
FILE NO. 2004023517 O.P.R.R.P.G.C.

18' W.L.E.  
FILE NO. 2004023531 O.P.R.R.P.G.C.

10' CENTERPOINT DRIVE  
FILE NO. 2004023532 O.P.R.R.P.G.C.

60' ACCESS EASEMENT  
FILE NO. 2004023522 O.P.R.R.P.G.C.

LIFT STATION SITE  
CALLED 0.163 ACRE TRACT  
FILE NO. 2004023522 O.P.R.R.P.G.C.

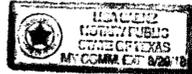
1' RESERVE

STATE OF TEXAS  
COUNTY OF GALVESTON

That DICKINSON PARTNERS, LTD a Texas limited partnership, owner of the property subdivided in the above and foregoing map of BAYOU LAKES SECTION 3, acting by and through MRR-OP, L.L.C., its general partner, acting by and through MRR Services Company, LLC manager do hereby make subdivision of said property, according to the lines, streets, alleys, parks, building lines, and easements therein shown, and designate said subdivision as BAYOU LAKES SECTION 3 in the Perry and Austin Upper League, Abstract No. 19, Galveston County, Texas; and dedicate to public use, as such, the streets, alleys, parks, and easements shown thereon forever; and do hereby waive any claim for damages occasioned by the establishing of grades as approved for the streets and alleys dedicated, or occasioned by the alteration of the surface of any portion of streets or alleys to conform to such grades; and do hereby bind ourselves, our successors and assigns to warrant and forever defend the title of the land so dedicated.

There is also dedicated for utilities and unobstructed aerial easement five (5') feet wide from a plane twenty (20') feet above the ground upward located adjacent to all utility easements shown hereon.

WITNESS my hand in the City of Dickinson, County of Galveston, Texas, this 24<sup>th</sup> day of October 2014.

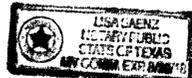


DICKINSON PARTNERS, LTD.,  
BY: MRR-OP, L.L.C., ITS GENERAL PARTNER  
BY: MRR SERVICES COMPANY, L.L.C., MANAGER  
By: Robert J. Morehead  
ROBERT J. MOREHEAD  
PRESIDENT

STATE OF TEXAS  
COUNTY OF GALVESTON

BEFORE ME, the undersigned authority, on this day personally appeared ROBERT J. MOREHEAD, President of MRR SERVICES COMPANY, L.L.C. known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein set forth.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 24<sup>th</sup> day of October, 2014.



Lisa Saenz  
Printed Name: Lisa Saenz  
Notary Public in and for the State of Texas  
Commission Expires: 8/29/18

This is to certify that I, Nicolas Vann, a registered professional land surveyor of the state of Texas, have plotted above subdivision from actual survey on the ground, and that, except as shown, all block corners, angle points and points of curve are marked with iron pipes or rods having an outside diameter of not less than three quarter (3/4) inch and a length of not less than three (3') feet, and that this plot accurately represents that survey made by me or under my supervision.



Nicolas Vann 10-21-14  
Nicolas Vann, R.P.L.S.  
Texas Registration No. 6393

This is to certify that the owner of BAYOU LAKES SEC. 3, has complied with all the conditions necessary as provided by law in subdividing the above property.

Certified by the Planning and Zoning Commission of the City of Dickinson on the 10 day of Nov 2014.

Signed: Kris Bial  
Secretary of the City of Dickinson Planning Board

Signed: R.G. Rein  
Chairman of the City of Dickinson Planning Board

It is understood that if the final plans for BAYOU LAKES SECTION 3 are approved by the Planning & Zoning Commission of the City of Dickinson the undersigned will in all things comply with all provisions of such plot and construction plans and will duly perform all construction called for therein, fully and completely, no changes shall be made in construction plans without the consent in writing of the Planning & Zoning Commission being first had and obtained.

By: Robert J. Morehead  
ROBERT J. MOREHEAD  
DICKINSON PARTNERS, LTD.,  
BY: MRR-OP, L.L.C., ITS GENERAL PARTNER  
BY: MRR SERVICES COMPANY, L.L.C., MANAGER

WITNESS  
NAME: Lisa Saenz

WITNESS  
NAME: Mattha Peria

I, Dwight D. Sullivan, County Clerk of Galveston County, do hereby certify that the within instrument with its certificate of authentication was filed for registration in my office on November 26, 2014, at 4:20 o'clock P. M., and duly recorded on November 26, 2014, at 4:20 o'clock P. M., and in Plot Record \_\_\_\_\_ Map Number \_\_\_\_\_ of the Map Records of Galveston County for said County.

Plot Record \_\_\_\_\_ Map Number \_\_\_\_\_ of the Map Records of Galveston County for said County.

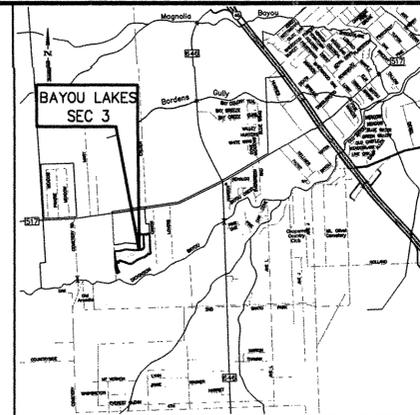
Witness my hand and seal of office, at Galveston, the day and date last above written.

Dwight D. Sullivan, County Clerk  
Galveston County, Texas  
By: Dwight D. Sullivan  
Deputy

RESERVE	ACREAGE/ SQUARE FOOTAGE	RESTRICTION
A	0.0391 AC. / 1,704 S.F.	LANDSCAPE/ OPEN SPACE
B	0.1453 AC. / 6,330 S.F.	LANDSCAPE/ OPEN SPACE
C	0.0874 AC. / 3,810 S.F.	LANDSCAPE/ OPEN SPACE

NUMBER	BEARING	DISTANCE
L1	N 87°00'37" E	59.99'
L2	N 88°10'27" E	90.73'
L3	N 82°18'54" E	114.10'
L4	N 74°53'55" E	227.85'
L5	N 86°55'38" E	121.59'
L6	S 86°07'50" E	64.65'
L7	S 83°37'20" E	84.06'
L8	S 83°36'56" E	60.00'
L9	S 83°36'56" E	69.09'
L10	S 85°11'57" E	75.93'
L11	S 88°14'26" E	70.22'
L12	N 88°49'59" E	71.57'
L13	N 87°00'37" E	175.63'
L14	N 72°00'50" E	96.00'
L15	N 34°11'56" E	55.35'
L16	N 23°32'38" E	54.11'
L17	N 01°49'57" E	55.24'
L18	N 87°00'37" E	95.00'
L19	N 87°00'37" E	60.00'
L20	N 02°59'23" W	32.77'
L21	N 87°00'37" E	125.00'
L22	S 68°04'47" W	99.62'
L23	N 74°19'23" W	39.58'
L24	S 08°04'17" E	20.00'
L25	S 50°13'03" W	168.42'
L26	S 81°45'27" W	111.31'
L27	N 79°20'58" W	20.00'
L28	S 30°08'16" W	20.00'
L29	S 69°32'14" W	138.12'
L30	S 81°32'03" W	132.57'
L31	N 75°37'56" W	126.39'
L32	N 27°47'29" W	20.00'
L33	S 22°49'05" W	121.76'
L34	N 46°07'56" W	120.24'
L35	S 87°00'38" W	20.00'
L36	S 02°59'23" E	45.58'
L37	S 24°23'17" E	70.07'
L38	S 07°17'00" E	60.00'
L39	S 60°54'37" W	54.28'
L40	N 29°50'23" W	60.00'
L41	N 24°23'17" W	57.05'
L42	N 60°54'37" E	54.28'
L43	S 08°28'41" E	83.57'
L44	S 07°25'58" E	63.80'
L45	N 46°07'56" W	106.79'
L46	N 03°30'10" E	52.43'
L47	N 87°00'37" E	20.00'
L48	S 47°04'49" W	20.00'
L49	S 47°04'49" W	20.00'

NUMBER	RADIUS (FT.)	DELTA ANGLE	ARC DISTANCE (FT.)	CHORD BEARING	CHORD DISTANCE (FT.)
C1	25.00	90°00'00"	39.27	S 47°59'23" E	35.36
C2	50.00	66°15'06"	57.82	S 48°48'10" W	54.65
C3	50.00	109°29'14"	95.65	S 65°23'59" W	81.66
C4	50.00	50°36'33"	44.16	S 87°30'48" W	42.74
C5	500.00	05°24'13"	47.16	S 05°41'29" E	47.14
C6	500.00	15°59'41"	139.58	S 16°23'26" E	139.13
C7	25.00	72°53'43"	31.81	S 60°50'09" E	29.70
C8	170.00	21°48'23"	64.70	S 71°48'48" W	64.31
C9	25.00	85°17°54"	37.22	N 18°15'40" E	33.88
C10	450.00	24°47'46"	194.75	N 11°59'24" W	193.23
C11	500.00	03°23'52"	29.65	N 01°17'27" W	29.65
C12	400.00	21°23'54"	149.39	S 13°41'20" E	148.52
C13	200.00	21°48'23"	76.12	N 71°48'48" E	75.66
C14	500.00	05°29'18"	47.69	S 05°44'02" E	47.88
C15	500.00	11°54'22"	103.90	N 81°03'26" E	103.71
C16	300.00	21°16'48"	111.42	N 85°44'39" E	110.78
C17	1420.00	09°22'27"	232.32	S 88°18'10" E	232.06
C18	300.00	90°00'00"	471.24	N 42°00'37" E	424.26
C19	900.00	04°26'35"	38.77	S 05°12'40" E	38.76
C20	55.00	67°34'57"	64.87	S 36°46'51" E	61.18
C21	100.00	55°47'14"	97.37	N 81°32'03" E	93.57
C22	55.00	56°37'50"	54.36	N 25°19'32" E	52.18
C23	500.00	06°29'33"	56.66	N 00°15'24" E	56.63
C24	25.00	90°00'00"	39.27	S 47°59'23" E	35.36
C25	470.00	11°54'22"	97.67	N 81°03'26" E	97.49
C26	330.00	21°16'48"	121.57	N 85°44'39" E	121.86
C27	25.00	90°00'00"	39.27	N 51°23'04" E	35.36
C28	25.00	90°00'00"	39.27	S 38°36'56" E	35.36
C29	1390.00	09°22'27"	227.41	S 88°18'10" E	227.16
C30	270.00	90°00'00"	424.12	N 42°00'37" E	381.84
C31	25.00	90°00'00"	39.27	S 47°59'23" E	35.36
C32	25.00	90°00'00"	39.27	S 42°00'37" W	35.36
C33	330.00	41°09'26"	237.05	S 17°35'20" W	231.99
C34	25.00	81°05'14"	35.38	S 02°22'34" E	32.50
C35	50.00	56°36'48"	51.13	S 13°37'16" E	48.94
C36	50.00	11°20'01"	102.39	N 39°24'16" W	85.42
C37	25.00	62°10'55"	27.13	N 11°49'43" W	25.82
C38	25.00	81°05'14"	35.38	N 83°27'48" W	32.50
C39	330.00	30°28'34"	175.53	S 71°13'52" W	173.47
C40	25.00	89°27'32"	39.03	S 41°44'23" W	35.19
C41	25.00	62°10'55"	27.13	S 34°04'50" E	25.82
C42	50.00	75°49'20"	66.17	S 27°15'38" E	61.44
C43	50.00	56°52'21"	49.63	N 31°25'34" W	47.62
C44	25.00	90°00'00"	39.27	N 47°59'23" W	35.36
C45	1450.00	04°21'20"	110.23	S 89°11'17" W	110.20
C46	25.00	88°03'45"	38.42	S 47°20'05" W	34.75
C47	470.00	06°17'35"	51.62	S 00°09'25" W	51.60
C48	25.00	29°55'35"	13.06	S 17°57'11" E	12.91
C49	50.00	125°54'10"	109.87	S 30°02'07" W	89.06
C50	25.00	39°20'45"	17.17	S 73°18'49" W	16.83
C51	130.00	55°47'14"	126.58	S 81°32'03" W	121.64
C52	25.00	39°20'45"	17.17	S 89°45'18" W	16.83
C53	50.00	136°51'17"	119.43	N 41°29'26" W	93.00
C54	25.00	29°55'35"	13.06	N 11°58'25" E	12.91
C55	470.00	04°26'35"	36.45	N 05°12'40" W	36.44
C56	25.00	97°27'48"	42.53	N 56°09'52" W	37.58
C57	25.00	83°34'56"	36.47	S 33°18'47" W	33.32
C58	530.00	05°29'18"	50.77	S 05°44'02" E	50.75
C59	25.00	42°50'00"	18.69	S 24°24'23" E	18.26
C60	50.00	108°01'55"	94.28	S 08°11'34" W	80.92
C61	50.00	107°01'33"	93.40	N 13°40'09" W	80.40
C62	25.00	42°50'00"	18.69	N 18°25'37" E	18.26
C63	470.00	05°29'18"	45.02	N 05°44'02" W	45.00
C64	25.00	29°55'35"	36.88	N 50°44'02" W	33.62
C65	25.00	90°00'00"	39.27	S 42°00'37" W	35.36
C66	25.00	101°37'23"	44.34	N 43°22'44" E	38.75
C67	270.00	00°44'40"	10.34	S 84°42'45" E	10.34
C68	1450.00	00°44'40"	18.84	S 83°59'17" E	18.84
C69	25.00	87°42'12"	38.27	S 40°30'31" E	34.64
C70	530.00	06°19'58"	58.58	S 00°10'36" W	58.58
C71	25.00	56°37'50"	24.71	S 42°00'37" W	23.72
C72	70.00	55°47'14"	68.16	S 81°32'03" W	65.50
C73	25.00	67°34'57"	29.49	N 36°46'51" W	27.81
C74	530.00	04°26'35"	41.10	N 05°12'40" W	41.09



VICINITY MAP  
N.T.S.

# BAYOU LAKES SECTION 3

A SUBDIVISION OF 26.21 ACRES OF LAND  
LOCATED IN THE JAMES F. PERRY & EMILY M.  
AUSTIN SURVEY, A-19, CITY OF DICKINSON  
GALVESTON COUNTY, TEXAS

LOTS: 86 RESERVES: 3 BLOCKS: 8  
SCALE: 1"=100' DATE: OCTOBER, 2014

OWNER:  
DICKINSON PARTNERS, LTD.  
5400 KATY FREEWAY  
HOUSTON, TEXAS 77007



Brown & Gay Engineers, Inc.  
10777 Westheimer, Suite 400, Houston, TX 77042  
Tel: 281-558-8700 • www.browngay.com  
TBPE Registration No. F-1046  
TBPLS Licensed Surveying Firm No. 101065-00

A CERTIFIED COPY DEC 03 2014  
Attest: Marla O. Flores  
DWIGHT D. SULLIVAN, County Clerk  
Galveston County, Texas  
By: Marla O. Flores Deputy  
Marla O. Flores

2014067682

**ORDINANCE NUMBER XXX-2016**

**AN ORDINANCE LEVYING A SPECIAL ASSESSMENT ON CERTAIN PROPERTY IN PUBLIC IMPROVEMENT DISTRICT NO. ONE (BAYOU LAKES); PROVIDING FOR THE INCORPORATION OF A PREAMBLE, A SEVERABILITY CALUSE, AND AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Dickinson, Texas (the "Council") passed and approved Resolution Nos. 703-2003 and 709-2003 dated September 23, 2003, authorizing the establishment and creation of the City of Dickinson Public Improvement District Number One (Bayou Lakes); and

**WHEREAS**, by Resolution No. 720-2003, the Council approved a service and assessment plan for Public Improvement District Number One; and

**WHEREAS**, the total costs of an improvement project for Public Improvement District Number One Section 3 have now been determined and reviewed by the City's auditors; and

**WHEREAS**, a proposed assessment roll incorporating the costs of the public improvement project has been prepared and is on file with the City; and

**WHEREAS**, the City Council called a public hearing to consider the proposed assessments, directed that the proposed assessment roll be filed with the City Secretary and made available for public inspection during ordinary business hours of that office; and

**WHEREAS**, notice by mail and publication of the public hearing having been given as required by law and the hearing having been held by the City Council on this 9<sup>th</sup> day of November, 2016, at which time all objections were heard and passed on;

**NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, as follows:**

Section 1. The Service and Assessment Plan containing the total cost of the improvements for Section 3 Residential is incorporated by reference and made a part hereof. The apportionment of the cost of the improvement shall be made on the basis of special benefits accruing to the property because of the improvement.

Section 2. A special assessment of \$40,600 (\$2,030 per annum) distributed evenly per lot is hereby levied on such property located in Public Improvement District No. One, Section Three consisting of 86 single family lots, all as described on the assessment roll, attached hereto and by this reference made a part hereof.

Section 3. The assessment will be paid annually in approximately equal installments over a 20 year period commencing no sooner than calendar year 2017 and

no later than calendar year 2021 and will be delinquent if not paid by January 31 following each calendar year. The assessment shall bear interest at the rate of 0% (zero percent) per annum.

Section 4. An assessment, with interest if any, the expense of collection and reasonable attorney's fees, if incurred, is a first and prior lien against the property assessed, superior to all other liens and claims except liens or claims for state, county, school district, or municipality ad valorem taxes, and is a personal liability of and charge against the owners of the property regardless of whether the owners are named.

Section 5. The lien is effective from the date of this Ordinance until the assessment is paid and may be enforced in the same manner that an ad valorem tax lien against real property may be enforced by this governing body.

Section 6. The owner of assessed property may pay at any time the entire assessment, with interest if any, that has accrued on the assessment.

Section 7. The facts and opinions in the preamble of this ordinance are true and correct. The contents of the notice of public hearing, which hearing was held before the City Council immediately prior to consideration of this ordinance, and the publication and circulation of said notice is hereby ratified, approved and confirmed.

Section 8. If any section, paragraph, clause or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

Section 9. It is hereby found, determined and declared that a sufficient written notice of the date, hour, place, and subject of the meeting of the City Council at which this Ordinance was adopted was posted at a place convenient and rapidly accessible at all times to the general public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Section 551, Texas Government Code, as amended, and that this meeting has been open to the public as required by law at all times during which this Ordinance and the subject matter hereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the contents and posting thereof.

Section 10. If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or application thereof to any person or circumstance, is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of the Ordinance, and the City Council hereby declares it would have passed such remaining portions of the Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

**DULY PASSED AND APPROVED** on first reading this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**DULY PASSED, APPROVED AND ADOPTED** on second reading this \_\_\_\_\_  
day of \_\_\_\_\_, 2016

**DULY PASSED, APPROVED AND ADOPTED** on third and final reading this  
\_\_\_\_\_ day of \_\_\_\_\_, 2016. (Third reading suspended)

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Julie Masters, Mayor  
City of Dickinson, Texas

Attest:

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Alun W. Thomas, City Secretary  
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

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David W. Olson, City Attorney  
City of Dickinson, Texas

# ITEM 12



**RESOLUTION NUMBER XXX-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS APPROVING THE TERMS AND CONDITIONS OF A NON-REAL ESTATE DONATION AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND LARRY BURK, OWNER OF MAINLAND CONCRETE FOR THE DONATION OF \$41,513.00 IN MATERIALS AND LABOR FOR THE RECONSTRUCTION OF LUHNING ROAD; AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; PROVIDING FOR THE INCORPORATION OF PREMISES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Dickinson, Texas, has been presented a proposed Non-Real Estate Donation Agreement by and between the City of Dickinson, Texas and Mr. Larry Burk, Owner of Mainland Concrete (hereinafter called "Agreement"), a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference; and

**WHEREAS**, upon full review and consideration of the Agreement and all matters attendant and related thereto, the City Council is of the opinion that the terms and conditions thereof should be approved, and that the City Administrator should be authorized to execute the Agreement on behalf of the City of Dickinson and any and all documents necessary to effectuate such Agreement on behalf of the City of Dickinson.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

Section 1. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The terms and conditions of the Agreement, having been reviewed by the City Council of the City of Dickinson and found to be acceptable and in the best interests of the City of Dickinson and its citizens, are hereby in all things approved.

Section 3. The City Administrator is hereby authorized to execute the Agreement and empowered, for and on behalf of the City, to take all such actions and to execute, verify, acknowledge, certify to, file and deliver all such instruments and documents as shall in the judgment of the City Administrator be appropriate in order to effect the purposes of the foregoing resolution.

Section 4. This Resolution shall become effective immediately upon its passage.

**DULY PASSED AND APPROVED** on this the 9<sup>th</sup> day of November, 2016.

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Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

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Alun W. Thomas, City Secretary  
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

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David W. Olson, City Attorney  
City of Dickinson, Texas

**EXHIBIT “A”**

**TO**

**RESOLUTION XXX-2016**

## NON-REAL ESTATE DONATION AGREEMENT

The Non-Real Estate Donation Agreement Form must be signed by the donor and approved by the City Council of City for donations valued in an amount equal to or greater than \$1,001.00

THIS NON-REAL ESTATE DONATION AGREEMENT ("Agreement") dated this 26<sup>th</sup> day of October, 2016, by and between the City of Dickinson, Texas, ("Donee") and Larry Burk, Owner of Mainland Concrete ("Donor").

For and in consideration of the mutual covenants herein set forth, it is agreed as follows:

1. I would like to donate to the City of Dickinson, Texas, the concrete and labor required to totally reconstruct Luning Road from Calvert Lane to the dead end, which is approximately 848 linear feet and is reflected in Attachment "A" hereto. I will be responsible for meeting the City of Dickinson's specifications as reflected in Attachment "B" hereto.
2. I would ask that the City of Dickinson participate in this donation by obtaining the engineered construction plans, performing the subgrade preparation work, and reimbursing Mainland Concrete up to \$21,000.00 which represents all of the materials except concrete (approximately \$13,930.00) and approximately 50% of the labor (\$6,860.00) associated with laying the concrete.
3. The value of the proposed donation is approximately \$41,513.00.

This Agreement transfers legal title of the Donation to the City of Dickinson, Texas.

The City will notify the Donor upon approval of this Donation Agreement by the appropriate parties.

### Donor Information

Name of Donor: Mr. Larry Burk  
Address of Donor: Mainland Concrete  
5501 Century Blvd.  
Texas City, TX 77591

Please return this form to the City Administrator.

**DONOR HEREBY AGREES THAT I HAVE READ THE DONATION POLICY PROVISIONS OF THE CITY OF DICKINSON AND AGREE THAT THEY ARE ACCEPTABLE AND THAT THIS DONATION IS MADE WITHOUT ANY AGREEMENT FROM THE CITY TO PROVIDE ANYTHING IN RETURN AND IS MADE WITHOUT EXPECTATION OF ANY OTHER BENEFITS FROM THE CITY.**

DONOR:

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

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

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

DONEE:

The City of Dickinson, Texas

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

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

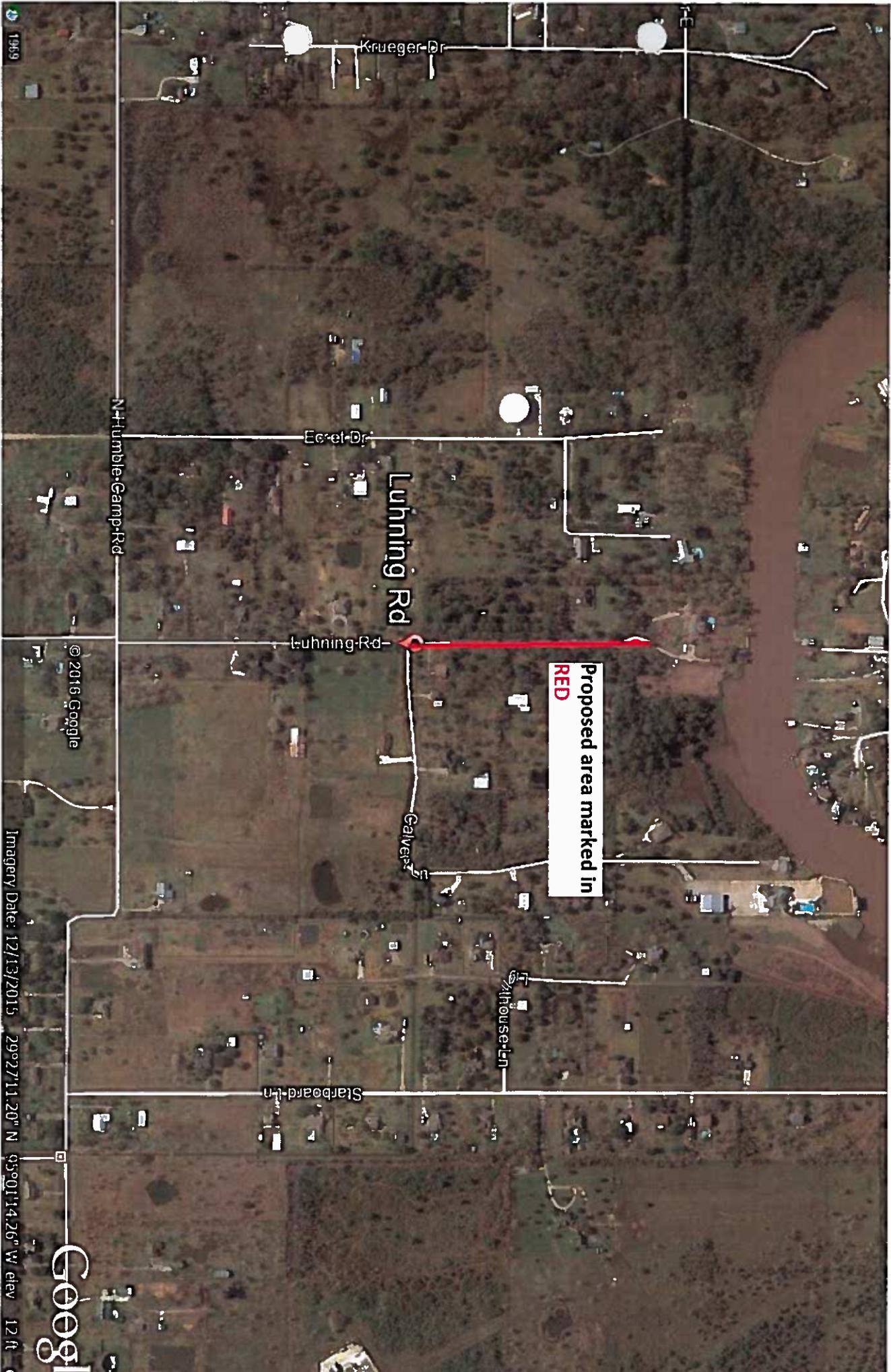
Date: \_\_\_\_\_

Date of City Council Approval for Donations Equal to or Greater Than \$1,001.00:

\_\_\_\_\_

**Attachment A**

**Location of Proposed Partnership Reconstruction**



Proposed area marked in  
**RED**

Krueger-Dr

Egret-Dr

Luhning Rd

Luhning Rd

Galveston

Althouse Ln

Starboard Ln

N Humble Camp Rd

© 2015 Google

Imagery Date: 12/13/2015 29°27'11.20" N 95°01'14.26" W elev 12 ft

Google

1969

**Attachment B**

**Concrete Specifications**

# **TECHNICAL SPECIFICATIONS**

## **Governing Specifications**

All construction included in this project shall be completed in accordance with the current City of Dickinson Standard Specifications for Construction and supplemented with current Texas Department of Transportation Standard Specifications for Construction and Maintenance of Highway, Streets, and Bridges, June 1, 2004. The City of Dickinson Specifications is included in this manual. Bidders and Contractors may access the TxDOT standard specifications on the TxDOT website at <ftp://ftp.dot.state.tx.us/pub/txdot-info/des/specs/specbook.pdf>. The proposed construction is subject to the following, but not limited to the specifications listed below:

## **GENERAL PORTLAND CEMENT CONCRETE PAVING**

### **SCOPE**

- A. This section specifies the requirements for providing, placing, curing and protecting Portland cement concrete paving, with or without reinforcement as indicated, constructed on a prepared subgrade.

### **QUALITY ASSURANCE**

#### **A. Formwork Tolerances**

- 1. Forms shall be accurately set to the required grade and alignment and, during the entire operation of placing, compacting and finishing of the concrete, shall not *deviate* from this grade and alignment more than 1/8 inch in 10 feet of length.

#### **B. Finishing Tolerance**

- 1. Before the initial set, the entire surface shall be tested, and all irregularities or undulations, not within the tolerance of the following test, shall be corrected and brought within the requirements of the test and finished as necessary.
- 2. An approved 10-foot straightedge shall be placed parallel to the center of the roadway so as to bridge any depressions and touch all high spots. Ordinates measured from the face of the straightedge to the surface of the pavement shall at no place exceed 1/16 inch per foot from the nearest point of contact and in no case shall the maximum ordinate to a 10-foot straightedge be greater than 1/8 inch.

C. Coring

1. Pavement thickness will be determined by obtaining cores at points selected by the Engineer. After the pavement has been in place at least 28 days, a minimum of one core shall be taken for each 1,000 square yards of pavement or for each street whichever is greater unless otherwise specified on the Construction Plans. The cores shall have a minimum diameter of 4 inches and will be measured for length only, compressive strength tests will not be made unless requested by the Engineer.

D. Deficient Pavement

1. When the thickness of the pavement is deficient by more than 0.25 inches, the full area of the slab between joints, or between pre-established limits shall be removed and replaced with pavement meeting the specified thickness.

E. Pavement Thickness

1. The thickness of individual cores shall be determined in accordance with ASTM C174 by averaging no less than 3 such measurements. Any core, the thickness of which is equal to or greater than 1/4 inch less than the thickness shown on the approved drawings shall be considered one of deficient thickness. If a core is determined to be deficient in thickness, additional cores shall be taken at intervals of 10 feet on either side of the deficient core to establish the length of the deficient section. All additional cores taken are at the Contractor's expense. The length of the deficient section shall be the distance between the nearest cores of satisfactory thickness, and the width shall be the entire width of the pavement. The deficient concrete pavement shall be removed and replaced with concrete pavement that meets or exceeds requirements at no additional cost to the Owner.

MATERIALS

A. Forms

1. The forms shall be either metal or wood and are subject to the approval of the City Engineer, or Public Works Director. The forms shall not move or shift before or during concrete placement after they are set to the line and grade shown on the Construction Plans. The forms shall not bulge or deflect during concrete placement.

B. Welded Steel Wire Fabric

1. Plain wire fabric, as specified in the section entitled "CONCRETE REINFORCEMENT". They shall be in flat sheets. Rolls will not be permitted.

C. Reinforcing Steel Bars

1. As specified in the section entitled "CONCRETE REINFORCEMENT"

#### D. Dowel Bars

1. Provide smooth steel bar dowels as shown. Steel bars must conform to standards of ASTM A615, Grade 60.

#### E. Dowel Bar Sleeves

1. Metal or plastic sleeve, slightly larger than dowel bars, closed end, sized to fit dowel bar shown on the construction plans.

#### F. Concrete

1. Class 3000, as specified in the section entitled "PORTLAND CEMENT CONCRETE".

#### G. Membrane Forming Curing Compound ASTM C 309, Type 2, unless otherwise directed.

#### H. Joint Fillers and Sealants

1. Joint Sealing Material: Hot poured rubber asphalt conforming to SDHPT Item 360.2 (8) Class 2.

#### I. Expansion Joint Material

1. Concrete Pavements. Expansion joint material for concrete roadway pavement shall be of selected stock and density. Wood shall be clear, all heart cypress, or clear, all heart redwood. The boards shall be free of any defect which will impair its usefulness as expansion joint filler. The board joint shall be 1 inch nominal thickness. No board less than 6 feet in length shall be used.
2. Concrete Sidewalks and Driveways
  - a. Expansion joint material for sidewalks and between sidewalks and curbs shall be preformed bituminous fiber materials formed from cane or other suitable fibers of a cellular nature securely bound together and uniformly impregnated with a suitable asphaltic binder and shall meet the requirements of ASTM 0175.
  - b. Expansion joint material for sidewalks where short radius curves are used shall be preformed bituminous mastic composition material consisting of bituminous (asphalt or tar) mastic composition formed and encased between two layers of bituminous impregnated felt and shall meet the requirements of ASTM 0994.

- c. Expansion joint material for sidewalks and driveways may also be of the material specified in 2.1.1.1.

#### J. Form Coating

1. Materials provided shall be commercial formulation form-coating compounds that will not bond with, not stain, not adversely affect concrete surfaces and not impair subsequent treatment of concrete surfaces.

### **PART 3 – EXECUTION**

#### **3.1 SUBGRADE PREPARATION - - *(n/a, will be conducted by City of Dickinson)***

- A. Subgrade shall be properly prepared, shaped, and compacted as described in the Technical Specification entitled "LIME STABILIZED SUBGRADE"
- B. Prepared subgrade shall be proof-rolled to check for unstable areas and need for additional compaction. Do not begin paving work until such deficiencies have been corrected and subgrade is ready to receive paving.
- C. Loose material shall be removed from the compacted subgrade immediately prior to placing concrete and subgrade shall be uniformly dampened.

#### **3.2 SETTING FORMS – *(Work to be conducted by Designated Contractor)***

- A. Set forms in accordance with the recommendations of SDHPT, Item 360.5.(2) and as specified herein. Unless otherwise shown on the Construction Plans, concrete may be placed using forms or a slipform paver.

# ITEM 13

# EXECUTIVE SESSION

RECESS TIME: \_\_\_\_\_

# ITEM 14

# RECONVENE

**TIME:** \_\_\_\_\_

# ITEM 15

**MATTERS  
DISCUSSED  
IN  
EXECUTIVE  
SESSION**

# ITEM 16

# ADJOURN

**TIME:** \_\_\_\_\_  
**MOTION:** \_\_\_\_\_  
**SECOND:** \_\_\_\_\_  
**VOTE:** \_\_\_\_\_

**FYI**

# **STAFF REPORTS**



**MEMORANDUM**

**TO:** Honorable Mayor and Council Members  
**FROM:** Bryan Milward, Management Assistant  
**CC:** Julie M. Robinson, City Administrator  
**DATE:** November 3, 2016  
**SUBJECT:** Administration Department Staff Report – October 2016

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***MONTHLY WORKLOAD MEASURE STATISTICS***

Open Records Requests Received and Processed: 19  
Council Packets Prepared: 2  
Ordinances and Resolutions Passed: 9

***MONTHLY PERFORMANCE MEASURE STATISTICS***

Council Minutes Transcribed Within Three (3) Bus. Days: 2  
Training Sessions Completed: 5

***NEW PROJECTS***

**H-GAC Special District Pedestrian/Bicycle Implementation Study Grant** – City Administrator Julie Robinson was informed of a grant opportunity through the Houston-Galveston Area Council (H-GAC) for local governments interested in conducting implementation studies for pedestrian and bicycle projects. H-GAC plans to award one applicant with up to \$125,000 to conduct a study that plans and prioritizes various pedestrian and bicycle projects through research and community outreach. The grant application deadline is November 18<sup>th</sup> 2016. This grant opportunity will be discussed at the November 9<sup>th</sup> City Council meeting.

**Training Events** – City Administrator Julie Robinson, City Secretary Alun Thomas, Chief Financial Officer Stephanie Russell, and Management Assistant Bryan Milward attended the ICMA Webinar “Survival Skills for Managers” on October 20<sup>th</sup>.

Mrs. Robinson attended the Texas Coalition of Cities for Utility Issues Seminar on October 20<sup>th</sup>.

Mr. Thomas attended the annual Texas Municipal League Conference from October 4<sup>th</sup> through October 7<sup>th</sup>.

### ***ONGOING/COMPLETED PROJECTS***

**Bayou Animal Services** – City Administrator Julie Robinson and Chief Financial Officer Stephanie Russell continue to work with the other cities as well as the contractor to develop a plan for a new permanent facility. During the month of October, Bayou Animal Services responded to 69 Calls for Service and had 72 impoundments for the City of Dickinson. Additionally, Bayou Animal Services had 60 adoptions and 10 euthanasia.

**Connect Transit** – City Administrator Julie Robinson, City Secretary Alun Thomas, and Management Assistant Bryan Milward attended a Pre-Construction meeting for the approved bus shelter and bus stop sign improvements. The meeting established an approximate completion time of late December or early 2017. The Goodman Corporation has received access agreements from most business owners they needed for approval of bus stop signage. Mrs. Robinson and Mr. Milward contacted the three remaining business owners to follow up about the access agreements.

**Drainage Utility Billing Implementation** – 2016 bills were mailed in May, and staff received a large number of payments as well as questions about the bills. As of October 31, 2016, 4,518 accounts (69.3%) have been paid for both 2015 and 2016. Of the 1,997 (30.7%) outstanding accounts – 1,017 accounts (15.7%) have only been paid for 2015 and 980 accounts (15.0%) have not paid since the City began directly billing the fee. City Secretary Alun Thomas and Management Assistant Bryan Milward finalized a final notice bill for 2016 that was sent out in early October to account holders who have not yet paid the drainage fee. Additionally, the delinquent 2015 account holders have been sent to Linebarger Goggan Blair and Sampson to begin collection efforts.

**Emergency Management Plan Revisions** – City Administrator Julie Robinson and Management Assistant Bryan Milward worked with EMS to finalize Annex H “Health and Medical” and it was submitted to Chief Morales and Captain Krone to submit to the State. Mrs. Robinson continued to work with other Department Heads to update their specific Annexes in October.

**Fair Housing Work Group** – Management Assistant Bryan Milward and Chief Financial Officer Stephanie Russell attended the Fair Housing Work Group’s Officer’s Meeting and Regular Meeting on October 13<sup>th</sup>.

**Galveston County Transit District** – City Administrator Julie Robinson and Management Assistant Bryan Milward attended the October 26<sup>th</sup> meeting of the Galveston County Transit District (GCTD). The GCTD discussed the recent pre-

construction meeting for the City of Dickinson's bus shelter and signage, passed a resolution to advocate for additional public transit funding from the state, and held a discussion on the importance of attending Houston-Galveston Area Council committee meetings.

**H-GAC Transportation Policy Council** – Management Assistant Bryan Milward attended the H-GAC Transportation Policy Council (TPC) meeting on October 28<sup>th</sup>. The TPC discussed issues related to budget amendments, long term planning, and heard a report regarding the metro area's progress on air quality initiatives.

**Household Hazardous Waste Event** – Management Assistant Bryan Milward worked with Jack Burnicle of Gulf Greyhound Park to schedule the Household Hazardous Waste Event for April 29<sup>th</sup> 2017 at the Gulf Greyhound Park parking lot. Mr. Milward and City Secretary Alun Thomas met with City of League City Communications Coordinator Bridget Kramer on October 26<sup>th</sup> to plan and coordinate communications for the event.

**I-45 Widening Project** – Management Assistant Bryan Milward and Community Development Director Zach Meadows attended a pre-construction meeting on October 31<sup>st</sup> related to the widening of Interstate 45 from FM 517 to FM 518. Representatives of the Texas Department of Transportation led the meeting at Dickinson City Hall and announced that construction would begin on November 14, 2016 near FM 518. A draft schedule of the project's construction timeline is available for viewing for council members.

**Library Director Position** – The Library Director position was posted in August and closed August 31. A total of 10 applicants applied, and the first round of interviews was conducted on September 19<sup>th</sup> with City Administrator Julie Robinson and Interim Library Director Kathy Soehl with the assistance of Chief Financial Officer Stephanie Russell. The second round of interviews were conducted on October 6<sup>th</sup>. An offer was extended to and accepted by Lindsay Henson who started the position on October 24<sup>th</sup>.

**Electronic Records Management System** - In an effort to mitigate and overcome the records management problems identified in the previous section, Mrs. Robinson, Mr. Thomas and Mr. Milward, along with Chief Financial Officer Stephanie Russell, Director of Community Development Zachary Meadows, Captain Melvin Mason, and Marc Edelman from PC & Cable have attended demonstrations from three providers of computer-based electronic records management systems to compare their products. The Electronic Records Management Project will be a very large undertaking for the City and will allow for faster and more accurate retrieval of records as well as document version management. In October, Mr. Thomas and Mr. Milward developed an initial cost comparison from each of the quotes delivered by the vendors and determine which modules would be necessary for the City. Additionally Mr. Milward and Mr. Thomas began reference checks with clients from each of the three vendors to better understand each product's strengths and weaknesses and solicit advice on how to improve the implementation process with the product. Mr. Milward and Mr. Thomas plan on

scheduling the final round demonstrations with each vendor in November. Staff anticipates workshopping this project with the City Council in either December or January.

**Red, White & Bayou Grants** – Management Assistant Bryan Milward and City Secretary Alun Thomas sent out invitations to local non-profits to apply for \$15,000 in grants from the proceeds of the 2016 Red, White, and Bayou Festival. Several grant applications have been received and more are expected before the application deadline of November 4, 2016. A copy of the application was posted on the Red, White, and Bayou website.

**Southeast Texas Housing Finance Corporation Grant** – City Administrator Julie Robinson was informed of a \$50,000 grant opportunity through the Southeast Texas Housing Finance Corporation (“SETH”) to assist low to moderate income residents in the City. Ms. Robinson, Community Development Director Zach Meadows, Code Enforcement Officer Jeff Pahlman, and Management Assistant Bryan Milward met with representatives from Bay Area Houston Habitat for Humanity to discuss a potential partnership to be funded utilizing this grant. The partnership as discussed would work to abate code violations for families with low to moderate incomes in the city of Dickinson. The potential use of the grant funds was discussed with and approved by the Fair Housing Work Group at its meeting on October 14, 2016, and the City Council approved the submission of an Application for Funds to SETH during the October 25, 2016 meeting. Mrs. Robinson submitted the Application for Funds on October 27, 2016.



**MEMORANDUM**

**TO:** Honorable Mayor and Council Members  
**FROM:** Stephanie Russell, Administrative Services Manager *sm*  
**CC:** Julie M. Robinson, City Administrator  
**DATE:** November 1, 2016  
**SUBJECT:** Finance/Human Resources Staff Report – October 2016

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**Monthly Sales Tax Snapshot**

<b>FY16 Sales Tax</b>	<b>October (August Collections)</b>	<b>Fiscal Year To Date</b>
General Fund	666,498	5,615,306
DEDC	166,625	1,403,827
Street Maintenance	166,625	1,403,827
<b>Total</b>	<b>999,747</b>	<b>8,422,959</b>
Over/(Under) Budget	280,575	597,002
Percent Difference	39.0%	18.5%

**Monthly Workload Measure Statistics**

Accounts Payable/Purchasing

Invoices processed: 299

Purchase Orders Processed: 6

Human Resources

Vacant Positions Posted: 5

New Employees enrolled: 10

**Staff Activities**

- Electronic Records – Chief Financial Officer Stephanie Russell participated in meeting regarding the selection of a new records management software.
- Fair Housing Work Group Meeting – Chief Financial Officer Stephanie Russell attended the officer’s meeting and annual meeting of the Fair Housing Work Group on October 13, 2016.
- Training – Chief Financial Officer Stephanie Russell attended the Texas Municipal League’s annual conference in Austin, Texas October 5-6, 2016. Mrs. Russell also

attended an International City Management Association Coaching webinar on Survival Skills for Managers October 20, 2016 and Texas City Management Association (TCMA) Ethics training October 28, 2016. TCMA requires two hours of ethics training every two years to remain an active member.

Administrative Services Coordinator Kathryn Shannahan attended "The Principles and Techniques of Problem Solving" held by the Institute for Public Procurement. Mrs. Shannahan received a U.S. Communities Grant, through the Southeast Texas Association of Public Purchasing to attend the course for free.

## **Finance**

- **Competitive Sealed Bids** – Two bids were advertised during the month of October: CSB#1609-08, Southside Drainage Improvements and CSB#1710-01, Slope Mower.
- **Drainage Utility Billing Implementation** – Administrative Services Coordinator Kathryn Shannahan continued to work with the new billing software provider, STW, to coordinate the transition to the system. Training and implementation of the new system will was completed in October and the new system went live November 1, 2016. Staff is currently auditing accounts to ensure a clean transition.
- **Grant Reports** – Administrative Services Coordinator Kathryn Shannahan submitted Financial Status Reports for the quarter ending September 30, 2016 for the following grants: Victims of Crime Act (VOCA) Grant, Police Body Worn Camera Grant, Library Impact Grants, and the Emergency Management Performance Grant.
- **Transparency Stars Program** – The Texas Comptroller of Public Accounts has announced a new program, Transparency Stars, which recognizes local governments that go above and beyond in their transparency efforts. To begin the process of establishing the City's eligibility, staff will be adding reader-friendly financial data to the City's website. In October, the FY2015-2016 Amended Budget was added to the website and FY2016-2017 tables were added for General Fund Revenues and Expenditures.
- **Year End Closing** – Finance staff began the process to close Fiscal Year 2016. During the month of October, the City received invoices and revenues accountable to the previous year. Staff continues to make final adjusting journal entries in preparation for the audit which is scheduled to be conducted in January.

## **Human Resources**

- **Background Check Audit** – Administrative Services Coordinator Vernon Thompson assisted the Department of Public Safety in an audit of the City's background check records on October 20, 2016. The audit was fairly short and simple – the final findings report is anticipated to be received in November.
- **Library Director Recruitment** – Chief Financial Officer Stephanie Russell Coordinated and assisted with second round of interviews for the vacant Library Director position held Thursday, October 6, 2016. The new Library Director Lindsay Henson began October 24, 2016.

- Open Enrollment – Administrative Services Coordinator Vernon Thompson continued to coordinate healthcare 2016-2017 enrollment and implementation in October.
- Police Officer Recruitment – Chief Financial Officer Stephanie Russell worked with the Police Department regarding the posting of their positions in October.
- Quarterly Reports – Administrative Services Coordinator Vernon Thompson submitted the Multiple Worksite Report, the Employer’s Quarterly Federal Tax Return (Form 941) and the Texas Workforce Unemployment Tax report for the quarter ending September 30, 2016.

### **Corporation Support**

- Bayou Animal Services – Chief Financial Officer Stephanie Russell continued to assist with activities related to Bayou Animal Services Corporation. During the month of October, Mrs. Russell continued to work with a vendor to advance preliminary plans for a new shelter and assisted with the recruitment of the new Animal Control Officers and Kennel Techs.
- Dickinson Economic Development Corporation (DEDC) – Chief Financial Officer Stephanie Russell continued to coordinate the move of the Corporation’s primary depositories from BBVA Compass to Capital One Bank. Additionally, Mrs. Russell has solicited proposal for an external search for the vacant Executive Director position. These proposals will be presented to the board during their Regular Meeting in October.

### **Continuing Monthly Activities**

There are a number of activities that the Finance Department performs on a daily, weekly, bi-weekly, or monthly basis including: entering and posting journal entries to record account transactions; reviewing and processing invoices; processing payroll; verifying 380 grant payments; reconciling insurance deductions and payments; verifying credit card transactions; and reconciling bank and general ledger accounts.



# CITY OF DICKINSON

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## MEMORANDUM

**To:** Honorable Mayor and City Council  
**From:** Zachary Meadows, Director of Community Development  
**Cc:** Julie Robinson, City Administrator  
**Date:** November 2, 2016  
**RE:** Community Development Activity Report for October, 2016

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The month of October had 21 working days. In that time Community Development Staff completed the following activities:

### **Community Development Staff**

- Staffing:
  - Community Development has been conducting interviews for the new Code Compliance Officer position that was awarded with the new budget cycle. We hope to have the new individual start in early November.

### **Budget Workload Measures**

- Number of Plans Reviewed: 20
- Number of Permits Issued: 8
- Number of Code Violation Cases Started: 53

### **Planning & Zoning**

- Pre-development meetings:
  - TXDOT IH-45 Project – Staff continues to meet with various property owners and representatives of the properties fronting IH-45, to discuss the impacts the TXDOT widening project will have on their properties and businesses.
  - Bayou Bend Estates – City Staff has received engineered sets for the development of Bayou Bend Estates Subdivision, located on the old Country Club Tract. Currently we have received comments back from Shelmark Engineering and WCID#1, and are waiting to get final sets in place.
  - Staff has received plans for the redevelopment of the Conoco Station located on the corner of IH-45 and FM517; Shelmark has finished review of the plans and they have been turned back to the contractor to make updates. There should be a demolition permit pulled in early November for the property.

\* Miscellaneous permits include signs, swimming pools, driveway's, fences, irrigation, demolition, house moving, & permits issued for other departments.



# CITY OF DICKINSON

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- 2015 FM 517 – Staff continues to work with developer on the construction of Marai’s Restaurant.
- 2800 Gulf Freeway – Work is progressing at the McRee Ford project for the construction of the new building. They are in the process of relocating the signs on the property to accommodate the new locations of new and used sales on their lot. In addition to the sign relocation they are figuring out demolition plans for the old building once all materials have been moved out.
- 3911 Hwy 3 – Staff is working with the contractors responsible for the Amegy Bank project to be located at the address listed. They have begun to construct the building on the site, now that basic site work has completed.
- Zoning Case Preparation and Completion:
  - Staff is working on taking regulations for a Light Industrial Zoning District and is looking to have the Planning & Zoning Commission look at these at the November Regular Meeting.
- Board of Adjustments:
  - Staff has received an application for a piece of property on the corner of Luhning Road and Calvert Lane, in which the applicant is asking that the minimum lot size for Rural Residential, which is one acre be reduced to allow for three lots at .86 acres. This item is being prepared to take to the Board of Adjustments at their meeting in November.
  - The Conoco Station on the corner of I-45 and FM 517 is looking to demolish and rebuild their structure, they have received conditional approval on their Site Development Plan, as long as they receive Board of Adjustment approval on variances that are needed based on the setback requirements in the zoning ordinance. This item is being prepared to take to the Board of Adjustments at their meeting in November.
- Comprehensive Plan
  - Staff received the final document in printed and digital form from Texas Target Communities. Staff is working on getting copies made for all City Councilmembers, all Board and Commission members, and Department Heads.

## **Permits & Inspections**

- Commercial Projects:
  - Commercial Building (New)
    - 3120 Deats Rd. – Dickinson Animal Shelter
  - Commercial Remodeling-Tenant Finish
    - 608 E. FM 517 - Well Now / St. Elizabeth
    - 3120 Deats Rd. – Dickinson Animal Shelter
  - Change of Occupancy
    - 4012 Dickinson Ave. - Balderas Closet and More
- Residential Projects:

\* Miscellaneous permits include signs, swimming pools, driveway’s, fences, irrigation, demolition, house moving, & permits issued for other departments.



# CITY OF DICKINSON

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- Permits have been issued for 2 new homes.
- Permits have been issued for 3 residential remodel & addition projects.
- 46 Miscellaneous\* permits issued.
  
- MEP Permits:
  - 19 Mechanical permits issued.
  - 12 Electrical permits issued.
  - 23 Plumbing permits issued.
  
- CDBG Hurricane Ike Projects:
  - 0 House re-construction projects.
  - 0 Elevation projects.
  
- Plan Reviews, Inspections & Contractor Registrations:
  - 20 plan reviews completed.
  - 244 inspections completed.
  - 21 contractor registrations processed.
  
- Total Valuation Of Improvements Permitted is **\$671,248.00**
- Total Permit Fees Collected **\$24,659.95**

## Code Enforcement

- Complaint Investigations:
  - 53 new inspections & cases opened.
  - 57 re-inspections.
  - 15 Compliance – cases closed.
    - 0 abated by city staff.
    - 15 abated voluntarily.
  - 3 citation issue.
  - 14 zoning violations.
  - 0 structure demolished voluntarily
  - 8 hours cross training
  - 4 vehicles illegally offered for sale.
  - 100 Off premise signs in right of way.
  
- Building Standard Commission:
  - 0 Structures demolished.
  - 0 BSC hearing
  - 0 Structures to be demolished

\* Miscellaneous permits include signs, swimming pools, driveway's, fences, irrigation, demolition, house moving, & permits issued for other departments.



**Irma Rivera**

4403 HWY 3 Dickinson, Texas 77539  
(281) 337-6264 (281) 337-6190 fax

[www.ci.dickinson.tx.us](http://www.ci.dickinson.tx.us)  
[irivera@ci.dickinson.tx.us](mailto:irivera@ci.dickinson.tx.us)

To: Honorable Mayor and City Council  
From: Irma Rivera, Court Administrator  
CC: Julie Robinson  
Date: 11/2/2016  
Re: Staff Report for October 2016

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**Court calendar for November 2016 as follows:**

November 2<sup>nd</sup> and 9<sup>th</sup>, Arraignment Hearing @ 2:00 p.m.  
November 7<sup>th</sup> Attorney Pre-Trial Hearing @ 1:00 p.m.  
November 14<sup>th</sup> Non-Att. & Juvenile Hearing @ 2:00 p.m.  
November 16<sup>th</sup> Bench Trial Hearing @ 3:00 p.m.

**Monthly Workload Measures:**

Citations input into court system: 300

Follow up on payment plans: 59 called for running late

Warrants processed for Failure to Appear or Violate Promise to Appear:  
73

• **Staff Activities:**

Wireless phone headset has been purchased and is being utilized by Tammie Perez to better stream line phone calls.

WorkSource personnel Ceasar Salazar and Robyne Solis-Winkler where utilized to help reorganize court filing cabinets in preparation for the destruction of upcoming retention files.

Megan Wiggins has been selected as court's liaison for the upcoming electronic records management system implementation.

Officer Guadalupe Vasquez has been assigned as the Warrant Officer for the City of Dickinson. Officer Vasquez has been with the department for over 6 years. Court officials look forward to working with Officer Vasquez as we prepare to gear up for the 2017 Warrant Round Up.

**Staff Training:**

Tammie Perez will be attending Texas Municipal Court Education Center New Clerks 32 Hour Program on December 12-16 in Austin, Texas.

**Court Events:**

Alvin Community student Reagan Mears observed October 12, 2016 Arraignment Hearing as part of her degree plan. A meeting is being organized with Reagan and Judge Cope to discuss court proceedings.

Municipal Court Week is scheduled November 7<sup>th</sup> - 11<sup>th</sup>. The court invites the public to stop in and visit with court personnel. The court will also have a display set up next to the court counter with educational pamphlets for people of all ages.

## 2016 DICKINSON MUNICIPAL COURT ACTIVITY REPORT

<b>CASES FILED</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD Total</b>	<b>2015 Total</b>	<b>2014 Total</b>
Police Department	392	520	428	489	483	458	398	467	375	300			4,310	4,788	4,999
Municipal Court	35	39	68	71	44	91	80	42	104	47			621	830	697
Code Enforcement	1	2	17	9	3	1	4	0	0	2			39	11	22
Fire Marshal	1	1				2	3	1	0	1			9	35	18
Animal Control							2	0	0				2	17	48
Transferred Out									0				0	0	48
Reserve Officer									0				0	0	0
Texas Department of Public Safety	19	5	5	6	9	12	10	6	8	8			88	72	29
<b>TOTAL FILED VIOLATIONS</b>	<b>448</b>	<b>567</b>	<b>518</b>	<b>575</b>	<b>539</b>	<b>564</b>	<b>497</b>	<b>516</b>	<b>487</b>	<b>358</b>	<b>0</b>	<b>0</b>	<b>5,069</b>	<b>5,753</b>	<b>5,861</b>

<b>WARRANTS ISSUED</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD Total</b>	<b>2015 Total</b>	<b>2014 Total</b>
Police Department	99	156	139	199	110	245	196	107	272	174			1,697	2,069	1,479
Municipal Court	55	71	73	96	51	127	93	55	141	73			835	1,175	930
Code Enforcement	0				6								6	4	5
Fire Marshal	0			1			2		1				4	5	3
Animal Control	0							2					2	21	30
Transferred Out	5	4	2	7		5	4						27	85	194
Reserve Officer									6				6	0	3
Texas Department of Public Safety	4	2	4	2	2	4	5	7	6	5			41	36	13
<b>TOTAL WARRANTS ISSUED</b>	<b>163</b>	<b>233</b>	<b>218</b>	<b>305</b>	<b>169</b>	<b>381</b>	<b>300</b>	<b>171</b>	<b>426</b>	<b>252</b>	<b>0</b>	<b>0</b>	<b>2,618</b>	<b>3,395</b>	<b>2,657</b>

<b>WARRANTS CLEARED</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD Total</b>	<b>2015 Total</b>	<b>2014 Total</b>
Police Department	105	137	158	93	134	109	114	121	105	134			1,210	1,596	1,181
Municipal Court	81	92	97	55	71	62	73	61	57	68			717	1,066	899
Fire Marshal			2		1	1			0				4	2	5
Code Enforcement					6	1	2		0				9	3	8
Animal Control									0				0	24	74
Transferred Out	18	32	32	9	14	26	13	21	15	7			187	292	477
Reserve Officer	1		2			2				4			9	0	9
Texas Department of Public Safety		1	4		5	1	5			2			18	28	21
<b>TOTAL WARRANTS CLEARED</b>	<b>205</b>	<b>262</b>	<b>295</b>	<b>157</b>	<b>231</b>	<b>202</b>	<b>207</b>	<b>203</b>	<b>177</b>	<b>215</b>	<b>0</b>	<b>0</b>	<b>2,154</b>	<b>3,011</b>	<b>2,674</b>

**To: Mayor and Council Members**

**From:** Chief Ron Morales

**Date:** November 1, 2016

**Re: October news**

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### **Administrative Services**

- As part of a team building exercise, 4 Dispatchers traveled to the Houston Emergency Communications (HEC) Center to tour and view the facility's operations as it relates to communications for 911, Police, Fire & EMS services in Harris County.
- Solicited and received seven (7) Competitive Sealed Bids from area automobile dealerships for (5) replacement public safety vehicles for the Law Enforcement and Fire Marshal departments.
- The Police Chief and Administrative Captain attended the annual International Association of Chiefs of Police (IACP) Conference in San Diego, California.
- Attended the Galveston County Community Meeting to assist in developing the annual "Community Plan" for victim services and other criminal justice programs for the 2016-2017 fiscal year.
- Hired Police Cadet Christopher Detorre. Chris is a veteran of the Navy and served 5 years as a Corpsman. Chris is expected to graduate from Alvin Community College Police Academy on December 12<sup>th</sup> and will be commissioned as a Dickinson police officer the following day.

### **Patrol Division**

- Officers worked a Fatality Accident in the 1100 block of Hughes Road. A 26 year old W/M was driving his 2011 White Volkswagen Golf, traveling westbound in the 1100 block of Hughes Road when the vehicle failed to negotiate a curve, traveled off of the roadway, striking a bridge guard rail, flipping over and landing in a water filled ditch, upside down. First responders, EMS, Fire, Police and the Medical Examiner all responded and found the driver deceased. The roadway was blocked off for several hours for investigation purposes. The on-duty sergeant located the family at their home near Alvin and delivered the death notification.
- Officers worked a Purse Snatching (Theft) in the 5000 block of Briarbrook Drive. A 39 year old female was walking into her friend's house when a W/M subject, wearing a hooding, asked to use her cell phone, then snatched her purse from her left arm and fled in a white Honda Civic. The victim advised that another subject was driving the vehicle. The victim stated that she had

\$150.00 cash, birth certificates and social security cards of her and her child in the purse. The case is under investigation.

- Officer Rhett DeMunbrun and Sgt. Mike Anzualda responded to an Animal Control problem at E FM 517 and Maple Drive. Callers reported that a medium size dog was going to cause a traffic accident because it was running around with its head stuck in a plastic pickle jar. When the officers arrived, several people pointed at the dog that had moved into some bushes and lay on the ground. Officer DeMunbrun grabbed the animal, then he and Sgt. Anzualda realized it was not a dog, but a Coyote. They instructed the citizens to back off to a safe distance before pulling off the jar. The officers removed the jar and the Coyote walked away, stopped and looked at them for a moment, then disappeared into the woods.

### **Criminal Investigation Division**

- Sgt. Cromie and Mayor Masters were invited guest participants in a Town Hall meeting at College of the Mainland.
- Participated in an Oral Review Board for new police candidates.
- Det. Oliver attended “Basic Criminal Investigation and New Detective Training”.
- Sgt. Cromie was a guest instructor at the FBI Citizen’s Police Academy at the FBI Houston Field Office.
- Assisted Patrol in the investigation of a Burglary of Motor Vehicle that occurred at 3200 IH 45. With the assistance of LCPD, a vehicle was located and stopped with two burglary suspects and several pieces of stolen property. Through investigation, it was determined that the suspects had just committed several burglaries in Webster. A total of \$5,472.42 worth of stolen property was recovered and returned to the owners. Both subjects were charged with “Felony Burglary of a Motor Vehicle” and “Felon in Possession of Firearm”. Charges were also filed on both subjects in Harris County for the burglaries in Webster.

### **Crime Prevention & Community Policing**

- The Police Department and DCPAAA held their Annual Picnic at the VFW grounds.
- Members of the Police Department, DCPAAA, Fire Department, EMS, City Executive Staff and Council members participated in National Night Out.
- Visited with children at Lobit Elementary during their lunch period.
- The Police Department and COPS members assisted with the Homecoming Parade.
- Gave a retirement party for Officer EJ Juarez at City Hall.
- The Police Department hosted a 20<sup>th</sup> Year of Service celebration for Chief Ron Morales.
- Members of the Police Department, along with our new Canine Robot “Officer Shepherd”, participated in a lunch visit with the students of True Cross School.

### Information Technology

- Ordered replacement Wi-Fi equipment for the Central Fire Station for the provision of improved wireless connectivity to the Internet for EMS & Fire Department operations.
- Ordered upgraded Microsoft Office 2016 standard licensing for the installation on five (5) public laptop computers in the Library.
- Renewed the eSet anti-virus software licensing for all city-owned computer workstations.
- Signed contractual agreements with Tyco Integrated Solutions for the provision of upgrading the burglar/fire alarm systems in the City Hall, Library and Public Works buildings.

### Monthly Workload Measure Statistics

#### Police Department

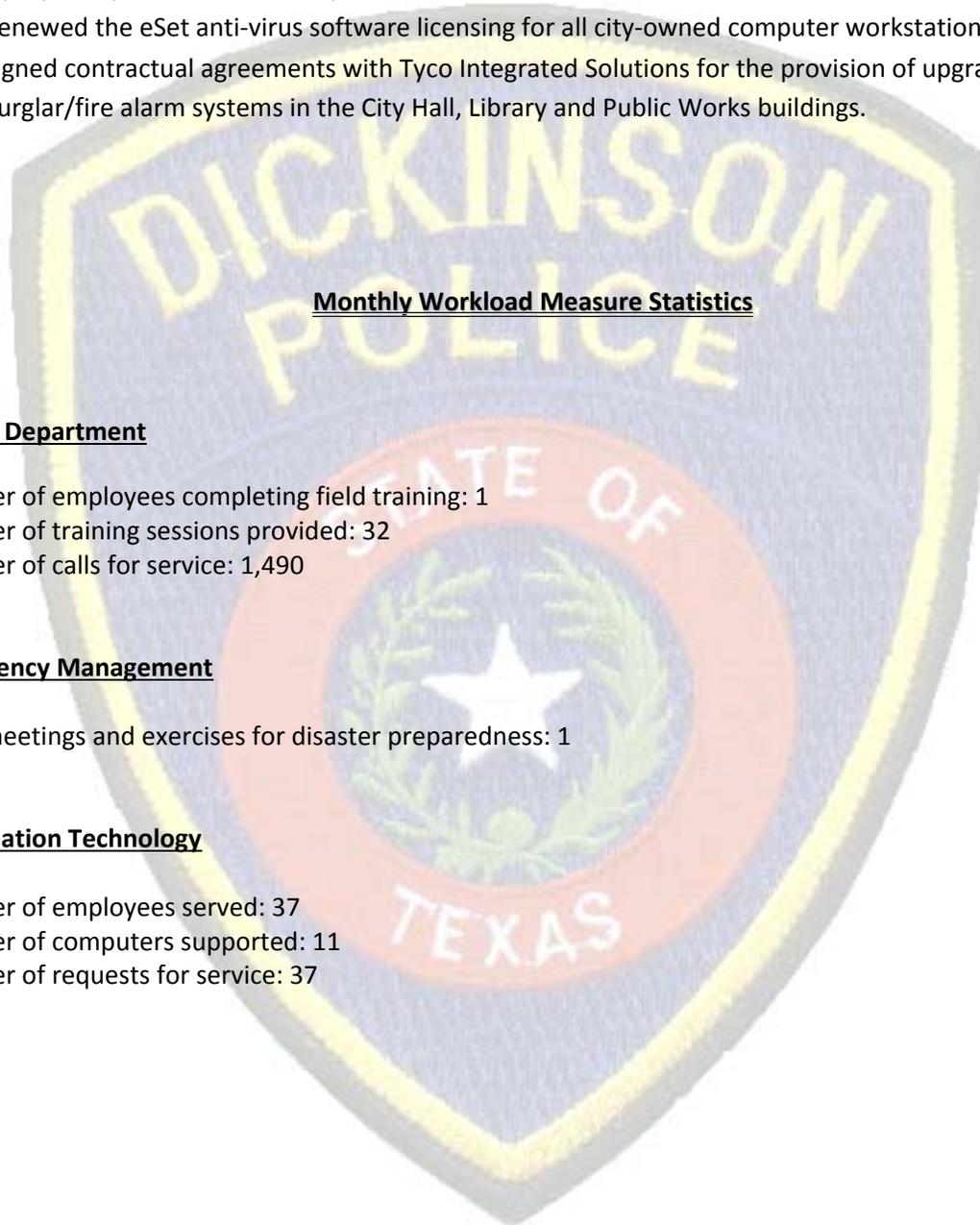
Number of employees completing field training: 1  
Number of training sessions provided: 32  
Number of calls for service: 1,490

#### Emergency Management

Staff meetings and exercises for disaster preparedness: 1

#### Information Technology

Number of employees served: 37  
Number of computers supported: 11  
Number of requests for service: 37



## 2016 Dickinson Police Department Crime and Traffic Report

<b>Criminal Activity</b>	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total	2015 Total	2014 Total
Criminal Homicide - Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0			0	0	0
Forcible Rape	0	4	3	4	2	0	2	2	1	1			19	10	8
Robbery	2	0	1	0	3	2	2	3	1	1			15	17	14
Aggravated Assault	3	2	5	3	2	3	5	0	2	1			26	16	32
Assault	21	26	32	30	30	27	27	23	37	27			280	327	264
Assault on Peace Officer	0	0	0	0	1	0	0	0	1	1			3	3	1
Burglary	11	3	5	6	8	6	12	3	6	5			65	104	121
Larceny/Theft	33	31	29	28	28	13	19	31	17	34			263	322	373
Motor Vehicle Theft	3	2	3	1	4	5	1	2	4	8			33	39	31
Arson	1	0	0	0	0	0	0	0	0	0			1	2	1
<b>Total Reportable Offenses</b>	<b>73</b>	<b>68</b>	<b>78</b>	<b>72</b>	<b>77</b>	<b>56</b>	<b>68</b>	<b>64</b>	<b>68</b>	<b>79</b>			<b>703</b>	<b>838</b>	<b>843</b>
Total Calls Received and Dispatched	1,911	1,799	1,813	1,853	1,884	1,889	1,874	1,809	1,667	1,490			17,989	24,228	46,441
Total Cases Cleared by Arrests	8	11	17	15	22	14	15	19	14	20			155	167	218
Total Arrests (Adult)	127	119	138	138	140	115	119	132	87	101			1,216	1,380	1,139
Total Adult Felony Arrests	12	2	4	6	12	9	5	5	4	2			61	77	120
Total Arrests (Juvenile)	1	0	4	2	2	1	1	1	1	0			13	13	26
Total Juvenile Felony Arrests	1	0	2	1	0	0	0	1	0	0			5	0	6
Total Value of Vehicles Stolen	\$45,000	\$97,000	\$15,000	\$20,000	\$42,000	\$50,000	\$40,000	\$5,001	\$68,800	\$76,800			\$459,601	\$427,501	\$368,300
Total Value of all other Property Stolen	\$57,781	\$27,641	\$23,415	\$31,432	\$31,909	\$15,448	\$18,121	\$25,052	\$19,202	\$24,422			\$274,423	\$469,993	\$557,298
Total Value of all Property Recovered	\$10,172	\$33,198	\$50	\$21,047	\$0	\$20,500	\$214	\$950	\$1,212	\$33,972			\$121,315	\$214,772	\$244,702
Total Vehicles Stolen/Received other Department	0	1	0	0	0	1	0	0	0	3			5	3	9
Total Vehicles Stolen/Received Local	1	0	0	1	0	1	0	0	1	0			4	16	14
Total Vehicles Stolen other Department/Received Local	2	0	1	0	1	0	1	1	0	0			6	10	5
<b>Traffic Activity</b>															
													<b>YTD Total</b>	<b>2015 Total</b>	<b>2014 Total</b>
Total Accidents Reported	36	40	56	55	42	43	42	43	47	40			444	454	442
Total Accidents with Property Damage	2	3	4	5	4	4	4	3	4	5			38	32	28
Total Accidents with Personal Injury	6	7	14	7	7	10	4	9	7	7			78	80	78
Total Number of Personal Injury	7	8	19	12	7	13	5	11	13	9			104	102	93
Total Fatality Accidents	1	0	0	1	0	0	0	0	0	1			3	4	0
Total of Warning Tickets (Moving Violations)	93	75	114	117	107	116	173	81	66	40			982	1,253	2,314
Total of Warning Tickets (Non-Moving Violations)	258	150	138	118	105	134	67	114	94	69			1,247	1,640	2,806
Total Citations Issued to Adults	351	354	315	397	364	349	336	310	291	199			3,266	3,740	3,992
Total Citations Issued to Juveniles	1	9	3	4	3	6	4	5	2	8			45	39	61
Total Number of all Violations	455	467	416	523	459	452	450	415	378	278			4,293	4,700	4,993
Total Amount of Fines Assessed	\$115,971	\$123,685	\$110,698	\$137,296	\$125,354	\$115,660	\$117,672	\$109,291	\$98,922	\$74,857			\$1,129,406	\$1,058,159	\$1,162,888



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**MEMORANDUM**

**To: Honorable Mayor and City Council Members**

**From: Lee Darrow, Fire Marshal**

**Cc: Julie Robinson, City Administrator**

**Date: November 1, 2016**

**RE: Fire Marshal Staff Activity Report for October 2016**

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**Staff Activity**

- Staff participated in the National Night Out events. Several neighborhood events were visited while making many contacts with residents.
- Fire Marshal Lee Darrow attended the annual Texas Municipal League Conference held in Austin. Several networking opportunities along with training sessions were attended.
- Staff has been coordinating the installation of the new Opticom equipment being installed at 4 additional intersections within the City. Staff continues to work with the installer and TxDOT on the completion and activation of the equipment. As of this report date, most all equipment has been installed in the control boxes with the exception of the GPS antennas. The installer has also contacted TxDOT to schedule activation of the equipment.
- Fire Marshal Lee Darrow has completed the required State test and has successfully met all of the licensing requirements for Code Enforcement Officer.
- Fire Marshal Lee Darrow attended the Texas Fire Marshal Association's annual Fire Marshal Conference held in Austin. This week long conference provided over 30 continuing education training hours along with several networking events and vendor contacts.
- Assistant Fire Marshal Steve Ruthstrom coordinated this year's Fire Prevention visits to many local schools, day cares and church groups for children of all ages. Steve was assisted by the Dickinson Volunteer Fire Department whose members provided many hours of assistance making this program a success each year. This year's program reached approximately 1,600 children (plus staff). Staff along with DVFD conducted 22 programs to reach all these children. Staff would like to send out a big thank you to DVFD for their continued support with this program!
- Assistant Fire Marshal Steve Ruthstrom participated in the School Lunch visit program along with Dickinson PD.
- Assistant Fire Marshal Steve Ruthstrom has submitted his resignation effective November 8, 2016. Steve will be moving on to another local City for an opportunity to advance his career in the Fire

### Fire Marshal Staff Activity Report Cont'd

Marshal profession. We wish Steve the best of luck and thank him for his service to the City of Dickinson for that past 6 years!

### Investigations

- 10/10/2016 – 4300 block Scenic Dr. – Units responded to a report of a house on fire. Upon arrival it was found that the rear attached wood decking was on fire. Crews were able to quickly extinguish the fire before the flames reached the main structure. The fire was found to have been an accidental fire caused by hot coals that were left smoldering in a BBQ grill left on the wood deck.
- 10/23/2016 – 3800 Block Gulf Frwy – Units responded to a report of an electrical fire. Upon arrival crews found that the fire had been extinguished by an employee with the use of a fire extinguisher. The fire had started behind some equipment where they were plugged into the wall receptacle. The fire was determined to have been accidental due to a piece of sheet metal making contact with the electrical outlet which arced and ignited the surrounding materials.
- Staff continues to assist Code Enforcement (CE) with various types of investigation, administrative search warrants and CE cases.
- Staff continues to assist Public Works with enforcement of violations of the Storm Water Pollution Prevention Ordinance.

### Change of Occupancies/New Businesses

- Change of Occupancies:
  - o 4012 Dickinson Ave. – Balderas' Closet and More

### Licensed Facility and Home Inspections

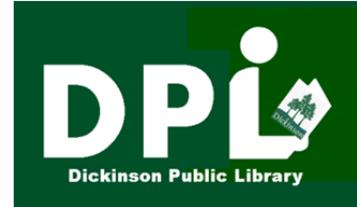
- Conducted inspections at the following locations for state licensed daycares, foster care home, assisted living homes or related healthcare facilities;
  - o None conducted for the month of October

### Monthly Workload Measure Statistics

Fire & Life Safety Inspections Performed: **31**

Plans Reviewed: **3**

Public Education Programs Provided: **23**



**TO: Honorable Mayor and Council Members**

**FROM: Lindsay Henson, Library Director**

**CC: Julie M. Robinson, City Administrator**

**DATE: November 1, 2016**

**SUBJECT: Dickinson Public Library (DPL) Staff Report – October 2016**

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### ***WORKLOAD MEASURES***

Total Circulation Transactions: 2,997  
Number of Visits: 3,325  
Number of Programs Presented: 22

### ***NEW PROJECTS***

**Author Talk-** Kathy Soehl attended the Author Book Talk at the Santa Fe Library, which featured several area authors.

**Computer Classes for Intermediate-** The Intermediate Computer classes will start November 1, 2016. Sam Torrez is in the processes of ordering books and materials to supplement the new classes.

**Dickinson Historical Membership Reception-** A membership reception was held at the Railroad Museum for the Dickinson Historical Society. Library Director Lindsay Henson and Assistant Library Director Kathy Soehl attended the event. Along with the reception, several homes in Dickinson were awarded Historic Landmark Building designation status. They were the Emmites, Salvato, and Svoboda homes. The Queen of Angels Church was also honored. Elaine Glazer, Bert Trotta, and Gwen Nugent were honored as Directors Emeritus.

**Galveston County Advisory Meeting-** Assistant Library Director Kathy Soehl along with the Library's Lay Representative Charlotte Kohrs attended the Galveston County Advisory meeting in Galveston.

**IT/Marketing-** IT Librarian, Sam Torrez, worked with Captain Mason to purchase two

new printers for public use in the library. The new printers will replace a broken printer and a printer that has required frequent maintenance.

**Outreach-**Kathy Soehl visited the Early Learning Center at Faith Lutheran Church and conducted a Halloween themed Story Time for their students. Additionally, the Special Ed Students from Dickinson High School visited the Library for a tour, story time and crafting.

**STEAM Workshop-** Kathy Soehl attended a Children's Workshop Series, "STEAM in Preschool Story Time." It was taught by popular Storyteller/Musician, Puppeteer and Educator, Kim Lehman, with an introduction to research on STEAM learning in the preschool years and to the Texas Prekindergarten Guidelines Math and Science.

**Strategic Plan-** Library Director Lindsay Henson developed a methodology plan to update the Five-Year Strategic Plan. The new Five-Year Strategic Plan will be completed by the end of the year.

### ***ONGOING/COMPLETED PROJECTS***

**Baby Story Time-** The Baby Story Time session consisted of "Farm", "Things that Go", "Family" and "Halloween." Baby Story Time is led Thursday mornings at 10:00 am.

**Community Outreach-** Staff continued providing assistance to the local Head Start program.

**Computers for Beginners-** IT/Teen Librarian Sam Torrez continued fall classes at 9:00 am every Tuesday. The classes consisted of basic Power Point, Smart Devices, Basic Excel and Social Media-YouTube. Kathy Soehl also assisted with the classes.

**Crochet Classes-** Patrons continued to work on their projects.

**Display in Foyer-** The Display this month is in honor of the Dickinson EMS Department.

**Readers Roundtable-** The roundtable continues to meet on the second Tuesday of the month to discuss books they have read and recommend.

**Story Time-** Fall Story Time sessions consisted of "Bedtime", "Farm", and "Halloween." The Dickinson Fire Department made a visit to the Library in honor of Fire Prevention month. The Firemen talked to the children about fire safety and then the children got to sit in a Fire Truck. Pre-school Story Times are on Monday and Wednesday mornings at 10:00 am.

**Texas State Library Grants FY 2017-** IT Librarian Sam Torrez is working on creating class materials for the new intermediate Computer classes that will start in November. The TSLAC Impact Grant, awarded to the library, will allow Sam to offer intermediate

level classes for patrons. He will also be able to offer a class on LinkedIn for those who want to create an online presence for job opportunities.

**Farewell-** Amanda Rivera, the Library's long-time page, has left the Library to pursue new opportunities in Tennessee. We wish her well in her new endeavors.

**Welcome-** Dickinson Public Library welcomes Lindsay Henson as our new Library Director. Lindsay comes to us from a fellow Galveston County Library, Helen Hall in League City. We look forward to all the exciting programs and activities that she has in store for Dickinson Public Library. If you haven't met her yet please stop by the Library and to say hello and introduce yourself.



**Derek Hunt**  
**EMS Director**

4403 Hwy 3, Dickinson, TX 77539  
(281) 534-3031 ext.3102 (281) 534-3680 fax  
www.ci.dickinson.tx.us  
Email: dhunt@ci.dickinson.tx.us

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**TO: Honorable Mayor and City Council Members**  
**FROM: Derek Hunt, EMS Director**  
**DATE: November 1, 2016**  
**SUBJECT: Monthly Report for October 2016**

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Monthly Overview:

- Staff worked with Captain Mason and PC & Cable to upgrade and expand the wireless network at the Central Station.
- EMS continues to test and interview for the single full-time Paramedic position and several part-time medic positions within the service.
- EMS hosted 1 public CPR/AED course during October and had several more people sign up for future courses.
- Staff installed the AED cabinet at Dickinson PD. PD has been provided three of the six donated AED's. One AED will be inside their station near the training room, one AED and cabinet will be installed in the jail area and one AED will be carried with the on-duty Patrol Sergeant. Bound Tree medical donated the red response bags that will be paired with all of the AEDs in the city. Inside the response bag are items such as gloves, scissors, pocket mask and other items that would be needed in the event an AED was utilized during a cardiac event.
- Staff began preparations for installing the remaining AED cabinets at the rest of the city owned buildings.
- Staff worked with the library to organize a display of EMS related items in the main display cabinet at the library.

## **Health News / Information:**

- Staff continues to monitor the Ebola virus and is working with state and federal agencies on recommendations for pre-hospital staff and the community
- Staff continues to monitor the Zika virus outbreak and has begun training EMS staff on the virus, recognition and caring for patients infected with this virus
- EMS will begin providing CPR & AED training for each city department. The end goal is to have all city staff certified in CPR/AED for adult, child and pediatrics. This will be an ongoing project over 2 – 3 months.





**DEMS GOALS FOR FY 2016/2017**

Fiscal Year 2016/2017

Number of Calls  
 Number of Patients Transported  
 Number of Public Education Programs Provided

October	November	December	January	February	March	April	May	June	July	August	September	TOTALS
184												184
95												95
1												1

**DEMS PERFORMANCE MEASURES**

Response Time to Scene within 8 minutes or less  
 Response provided by Mutual Aid  
 Percent reduction in supply purchases

October	November	December	January	February	March	April	May	June	July	August	September	TOTALS
68.30%												
14%												14.00%
n/a												

**WORKLOAD MEASURES**

Number of Calls  
 Numbr of Patients Transported  
 Number of Public Education Programs Provided

Last FY Actual	Current FY Estimate	Next FY Estimate
2550	2560	2600
1370	1410	1450
8	12	24

**DEMS PERFORMANCE MEASURES**

Response Time to Scene within 8 minutes or less  
 Response provided by Mutual Aid  
 Percent reduction in supply purchases

Last FY Actual	Current FY Estimate	Next FY Goal
75.22%	76.00%	78.00%
13.00%	12.00%	11.00%
N/A	N/A	15.00%



**TO: Honorable Mayor and City Council Members**

**FROM: Paul Booth, Director of Public Works**

**DATE: November 1, 2016**

**SUBJECT: Monthly Project Report – October 2016**

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**Stormwater Inspections:** As part of the City's stormwater permitting process, on-site inspections were conducted for new homes being built at 4113 Dockrell and 4405 Moultrie View Lane. No violations were found at either location.

**Street Patching Type C Cold Mix:** The Department patched the following streets in October with cold mix:

- Colorado
- Luhning
- Pabst
- Texas
- Rodeo Bend
- Pine Grove
- Ecret
- Various streets in the Nicholstone Subdivision and Moore's Addition

**Staff Training:** Public Works Director Paul Booth attended TML in Austin and Public Works Assistant to the Director Alicen Newman attended an Administrative Assistant Conference. Additionally, Public Works staff holds weekly staff meetings on Friday mornings.

**Drainage Maintenance:** As part of routine maintenance, the Drainage Division continues to check and clean the following drains:

- Timber Drive
- Ave I
- Ave G
- Yupon
- Shadow Lane
- Lockwood
- Longwood
- Colonial Estates
- Crest

- Sherwood Oak
- Inwood
- Lobit
- Maple
- Ash Drive
- Bayou Drive
- Commodore
- Harbor Light Drive – including alleyway
- Yacht Club Drive
- Mariner's Way
- Kansas
- Texas Ave
- California
- Colorado
- Thistle Drive – behind houses – drains regularly cleared and cleaned of any debris.

**Request Tracker** – The Public Works Department received 112 new requests for service during the month of October. The Department completed 110 previous work orders and is currently working on an additional 215 work orders regarding street repairs, drainage issues, streetlight outages and various community concerns.

**Continuing Monthly Activities** - There are a number of activities that the Public Works Department performs on a monthly basis including: pothole repairs; reporting street light outages to the appropriate electric utility; responding to requests submitted to the Public Works Department through the City's website; mowing of rights-of-way; and addressing drainage issues.





**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

<b>Year Approved</b>	<b>Street</b>	<b>Funding Source</b>	<b>Pavement Type</b>	<b>Status</b>	<b>Cost</b>	<b>Linear Feet</b>
FY 2019	Ave F (Deats to 25th Street)	Street Maintenance Sales Tax	Concrete			2,150
FY 2019	Nevada Street	Street Maintenance Sales Tax	Concrete			1,800
FY 2019	Georiga Avenue	Street Maintenance Sales Tax	Concrete			450
FY 2019	Falco	Street Maintenance Sales Tax	Concrete			1,320
FY 2019	Texas Ave (South of FM 517)	Street Maintenance Sales Tax	Concrete			950
FY 2019	Iowa (42nd Street to 43rd)	Street Maintenance Sales Tax	Concrete			400
FY 2019	Luhning	Street Maintenance Sales Tax	Concrete			1,500
FY 2018	Salvato	Street Maintenance Sales Tax	Concrete			1,320
FY 2018	45th Street (West of Hwy 3)	Street Maintenance Sales Tax	Concrete			1,580
FY 2018	Ave F (Deats Road to 25th Street)	Street Maintenance Sales Tax	Concrete			1,850
FY 2018	32nd Street East	Street Maintenance Sales Tax	Concrete			2,950

**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

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FY 2018	Utah Street	Street Maintenance Sales Tax	Concrete			450
FY 2017	Winding Way	Street Maintenance Sales Tax	Concrete	Engineering Proposal recieved 8/23/16, Geotech Proposal Received 8/25/16. NTP for Engineering and Geotech Issued 9/29/16		2,400
FY 2017	Pine Lane	Street Maintenance Sales Tax	Concrete	Engineering Proposal recieved 8/23/16, Geotech Proposal Received 8/25/16. NTP for Engineering and Geotech Issued 9/29/16		560

**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

<b>Year Approved</b>	<b>Street</b>	<b>Funding Source</b>	<b>Pavement Type</b>	<b>Status</b>	<b>Cost</b>	<b>Linear Feet</b>
FY 2017	Timber Lane	Street Maintenance Sales Tax	Concrete	Engineering Proposal recieved 8/23/16, Geotech Proposal Received 8/25/16. NTP for Both Issued 9/29/16		400
FY 2017	Chicago	Street Maintenance Sales Tax	Concrete	Engineering Proposal recieved 8/23/16, Geotech Proposal Received 8/25/16. NTP for Both Issued 9/29/16		1,200
FY 2017	Holly Drive	Street Maintenance Sales Tax	Concrete	Engineering and Geotech Proposals Received 8/25/16 NTP Issued 9/29/16		1,260

**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

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FY 2017	Woodlawn	Street Maintenance Sales Tax	Concrete	Engineering Proposal recieved 8/23/16, Geotech Proposal Received 8/25/16. NTP for Engineering and Geotech Issued 9/29/16		800
FY 2017	Benson	Street Maintenance Sales Tax	Concrete	Engineering Proposal recieved 8/23/16, Geotech Proposal Received 8/25/16. NTP for Engineering and Geotech Issued 9/29/16		720
FY 2016	Gill Road (Rodeo Bend to Bess Road ) (includes engineering & drainage) Mar-con Construction Services	Street Maintenance Sales Tax	Concrete	<i>Completed 8/5/16 (Punch List)</i>		1,385
FY 2016	35th Street (East of Kansas to California) (includes engineering & drainage) Aranda Brothers Construction	Street Maintenance Sales Tax	Concrete	<i>1/20/17 Est Completion Date</i>		2,245

**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

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FY 2016	Hollywood Street (Hwy 3 to Timber Drive) (includes engineering & drainage) Mar-Con Construction Services	Street Maintenance Sales Tax	Concrete	<i>95% Complete</i>		1,390
FY 2016	Johnson Street (includes engineering & drainage) Aranda Brothers Construction	Street Maintenance Sales Tax	Concrete	<i>95% Complete</i>		820
FY 2016	Mariner's Way (Yacht Club Drive to Commodore) (includes engineering & drainage) Mar-Con Construction	Street Maintenance Sales Tax	Concrete	<i>95% Complete</i>		790
FY 2016	Nebraska Street (46th Street to dead end) (includes engineering & drainage) Aranda Brothers Construction	Street Maintenance Sales Tax	Concrete	<i>Completed 7/24/16 (Punch List)</i>		1,175
FY 2016	Pine Oak Circle (Pine Oak Drive to Dead End) (includes engineering & drainage) Mar-Con Services	Street Maintenance Sales Tax	Concrete	<i>Completed 8/5/16</i>		560
FY 2015	28th St (Hwy 3 to Timber Dr) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>		1,625
FY 2015	33rd St (East of Kansas Ave to California Ave) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed (Punch List)</i>		2,275
FY 2015	48th St (East of Hwy 3 to Nebraska St) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed March 2016</i>		705

**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

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FY 2015	Greenbriar St (Sunset Dr to Oakridge Dr) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>95% Complete</i>		635
FY 2015	Leonetti Ln (Country Club to Liningr Ln) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>		855
FY 2015	Oleander Dr (West of Palm Dr to the Bridge) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed 8/30/16 (Punch List)</i>		820
FY 2014	48th St (West of Hwy 3) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$134,465.28 (posted thru June)	1,170
FY 2014	Ave L (North of 2nd St) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$240,026.72 (posted thru August)	4,926
FY 2014	Dakota St (South of 517) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$1,052.51 (posted thru June)	2,400
FY 2014	Desel Dr (North of Hughes Rd) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$244,514.12 (posted thru June)	2,500
FY 2014	Martin Luther King Blvd (South of Salvato) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$92,582.36 (posted thru June)	600
FY 2013	29th St (West of Hwy 3 to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$ 114,555.99	1,100
FY 2013	36th St (East of Kansas to end of the street)(includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$ 241,754.50	2,200
FY 2013	Ave G (South of Falco to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$ 61,514.85	500

**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

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FY 2013	Ave H (South of Deats to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$ 66,844.39	600
FY 2013	Imite (Holly Dr to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$ 77,056.21	600
FY 2013	Pine Oak Dr (FM 646 to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$ 182,504.96	1,800
FY 2012	26th Street (Texas Ave to California Ave) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Eastside	Concrete	<i>Completed</i>		1,430
FY 2012	28th Street East (California to Kansas) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$ 222,785.03	4,040
FY 2012	29th Street (Kansas Ave to California Ave) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Eastside	Concrete	<i>Completed</i>		2,180
FY 2012	42nd Street (Missouri to California) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$ 61,233.83	422
FY 2012	47th Street (Minnesota to Plum) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$ 117,696.03	968
FY 2012	Avenue G (Phase 2) (26th St to 20th St) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase Westside Drairage	Concrete	<i>Completed</i>	\$865,122.09 (posted thru July)	2,166
FY 2012	Blue Water Lane (Old Bayou Dr to Camp Allen Rd) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Bayou Chantilly	Concrete	<i>Completed</i>		320

**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

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FY 2012	Central Street (Hwy 3 to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase Westside Drainage	Concrete	<i>Completed</i>	\$449,686.30 (posted thru July)	800
FY 2012	Ecret Dr (City limits to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2	Concrete	<i>Pending Funding - At Risk Project</i>		1,680
FY 2012	Green Willow Lane (Old Bayou Dr to Camp Allen Rd) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Bayou Chantilly	Concrete	<i>Completed</i>		430
FY 2012	Live Oak Dr (Old Bayou Dr to Camp Allen Rd) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Bayou Chantilly	Concrete	<i>Completed</i>		480
FY 2012	Manor Lane (FM 517 to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Westside	Concrete	<i>Completed</i>	\$ 800.00 (posted thru July)	640
FY 2012	Meadowlark Street (Old Bayou Dr to Camp Allen Rd) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Bayou Chantilly	Concrete	<i>Completed</i>		490
FY 2012	Oak Lane (Ave L to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$ 76,359.97	720
FY 2012	Old Castle Lane (Old Bayou Dr to Camp Allen Rd) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Bayou Chantilly	Concrete	<i>Completed</i>		525
FY 2012	Oleander Dr (Hwy 3 to Palm Dr) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2	Concrete	<i>Pending Funding - At Risk Project</i>		2,660

**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

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FY 2012	Palm Dr (Hughes Rd to Oleander Dr) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2	Concrete	<i>Pending Funding - At Risk Project</i>		1,320
FY 2012	Pine Grove Drive (Oak St to Yupon St) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase Westside Draiange	Concrete	<i>Completed</i>	\$153,373.20 (posted thru July)	1,150
FY 2012	Pine Manor Lane (FM 517 to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase Westside Draiange	Concrete	<i>Completed</i>	\$140,165.00 (posted thru July)	660
FY 2012	Yacht Club Drive (Hughes Rd to Mariners Way) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	\$ 109,491.25	1,960
FY 2011	Avenue G (Phase 1) (Falco to 26th St) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	\$ 604,908.97	2,166
FY 2011	Avenue I (Deats Rd to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	\$ 160,777.73	660
FY 2011	Bayou Circle (FM 517 to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	\$ 169,584.90	760
FY 2011	Belmont Street (Oakridge Dr to Sunset Dr) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	\$ 183,555.78	764
FY 2011	Birch Street (includes engineering & drainage)	DEDC/DMD#1	Concrete	<i>Completed</i>	\$ 68,992.66	620
FY 2011	Country Club Drive	WCID #1 Bond Funding	Concrete	<i>Completed</i>	\$ 407,501.05	3,353
FY 2011	Elm Street (includes engineering & drainage)	DEDC/DMD#1	Concrete	<i>Completed</i>	\$ 60,470.61	500

**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

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FY 2011	Holly Drive (Timber Dr to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	\$ 171,408.70	660
FY 2011	Timber Drive (22nd Street to 23rd Street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	\$ 146,466.28	380
FY 2011	Timber Drive (includes engineering & drainage)	DEDC	Concrete	<i>Completed</i>	\$ 68,131.15	520
FY 2011	Water Street (includes engineering & drainage)	DEDC	Concrete	<i>Held by DEDC</i>		
FY 2010	44th Street (includes engineering & drainage)	DEDC	Concrete	<i>Completed</i>	\$ 34,108.53	248
FY 2010	Avenue J (includes engineering & drainage)	DEDC	Concrete	<i>Completed</i>	\$ 323,637.34	2,800
FY 2010	Bruce Avenue (includes engineering & drainage)	Hurricane Ike CDBG Round 1	Concrete	<i>Completed</i>	\$ 231,548.09	1,704
FY 2010	East Sunset Drive Phase II (from Timber to Hwy 3) (includes engineering & drainage)	DEDC	Concrete	<i>Completed</i>	\$ 178,745.82	1,650
FY 2010	FM 646 (FM 517 to 2nd Street) (includes engineering & drainage)	County/TxDOT	Concrete	<i>Completed</i>	5,422,788.00	5,820
FY 2010	Grand Blvd (includes engineering & drainage)	Hurricane Ike CDBG Round 1	Concrete	<i>Completed</i>	\$ 231,548.09	1,340
FY 2010	Gum Drive (includes engineering & drainage)	Hurricane Ike CDBG Round 1	Concrete	<i>Completed</i>	\$ 231,548.09	1,054
FY 2010	Hughes Road (East of Hwy 3 to Humble Camp) (includes engineering & drainage)	County Bond	Concrete	<i>Completed</i>	\$ 599,500.00	2,212
FY 2010	Island Drive (includes engineering & drainage)	Hurricane Ike CDBG Round 1	Concrete	<i>Completed</i>	\$ 231,548.09	681

**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

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FY 2010	Lover's Lane (includes engineering & drainage)	City Funds - TAN	Concrete	<i>Completed</i>	\$ 299,409.00	2,680
FY 2010	Oakridge Drive (includes engineering & drainage)	City Funds - TAN	Concrete	<i>Completed</i>	\$ 149,313.78	1,823
FY 2010	Owens Drive (FM 517 to FM 646) (includes engineering & drainage)	County Bond	Concrete	<i>Completed</i>	1,637,288.75	2,960
FY 2010	Scenic Drive (includes engineering & drainage)	Hurricane Ike CDBG Round 1	Concrete	<i>Completed</i>	\$ 231,548.09	1,870
FY 2010	Tanglebriar Circle (includes engineering & drainage)	City Funds - TAN	Concrete	<i>Completed</i>	\$ 33,500.16	150
FY 2009	East Sunset Drive Phase I (includes engineering & drainage)	DEDC	Concrete	<i>Completed</i>	\$ 311,099.00	2,028
FY 2009	Tanglebriar Drive (includes engineering & drainage)	City Funds	Concrete	<i>Completed</i>	\$ 240,438.00	1,399
FY 2008	42nd Street (from Texas Ave to Galveston Ave)	DEDC	Concrete	<i>Completed</i>	\$ 108,311.40	400
FY 2008	Hughes Lane (North of FM 517 W)	DEDC	Concrete	<i>Completed</i>	\$ 276,883.72	2,956
FY 2008	Ohio Avenue	DEDC	Concrete	<i>Completed</i>	\$ 195,986.18	1,200
FY 2008	West Sunset	DEDC	Concrete	<i>Completed</i>	\$ 382,052.57	2,900
FY 2007	37th Street (from Baker to California)	DEDC	Concrete	<i>Completed</i>	\$ 222,040.95	1,510
FY 2007	Galveston Avenue (from FM 517 E to Park Ave)	DEDC	Concrete	<i>Completed</i>	\$ 192,501.02	1,284
FY 2007	Hill Avenue (from FM 517 E to County line)	DEDC	Concrete	<i>Completed</i>	\$ 360,877.62	2,680
FY 2007	Texas Avenue (from FM 517 E to 42nd)	DEDC	Concrete	<i>Completed</i>	\$ 96,250.50	400
FY 2006	34th Street (from Baker to California)	DEDC	Concrete	<i>Completed</i>	\$ 171,839.01	1,486
FY 2006	39th Street (from Baker to California)	DEDC	Concrete	<i>Completed</i>	\$ 203,285.66	1,490

**FY 2006 - FY 2016 Street Project List (Updated 11-1-16)**

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FY 2006	Bruce Avenue	City Funds	Chip & Seal	<i>Completed</i>		
FY 2006	Harbor Light Drive	City Funds	Chip & Seal	<i>Completed</i>		
FY 2006	Maple Drive	DEDC	Concrete	<i>Completed</i>	\$ 255,625.94	1,908
FY 2006	Mariner Way	City Funds	Chip & Seal	<i>Completed</i>		
FY 2006	Nevada Street	City Funds	Chip & Seal	<i>Completed</i>		
FY 2006	Nichols Avenue (from FM 517 E to County line)	DEDC	Concrete	<i>Completed</i>	\$ 144,780.79	3,262
FY 2006	Wagon Road	City Funds	Chip & Seal	<i>Completed</i>		

**FUTURE CITY  
COUNCIL  
AGENDA ITEMS**

## **FUTURE CITY COUNCIL AGENDA ITEMS**

### **December 2016**

**12/13/2016**

#### Special Council Meeting

- Discussion Concerning Revised Needs Assessment for Police Building

#### Council Meeting

- Regular 4<sup>th</sup> Quarter Financial & Investment Report
- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- Update on Activities of the Dickinson Bayou Watershed Partnership
- Appointments to Galveston Central Appraisal District Board of Directors
- Appointment of Board Member to Harris-Galveston Subsidence District
- Council Review of Proposed 2017 Drainage Fee Bill Format
- Appointment to Southeast Texas Housing Finance Corporation
- Public Hearing and First Reading of Ordinance Adopting Light Industrial Zoning District and Regulations
- Recommendation for Round 2 Road Stabilization Projects
- Appointments/Reappointments to Boards and Commissions
- Recommendation on Disposal of Unclaimed Auction Items

### **January 2017**

**01/10/2017**

#### Special Council Meeting

- Discussion and Direction Concerning Proposed Highway Commercial Zoning District Regulations and Area

#### Regular Council Meeting

- Update on Public Works Projects
- Second Reading of Ordinance Adopting Light Industrial Zoning District and Regulations

**01/24/2017**

#### Special Council Meeting

- 

#### Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of the Dickinson Bayou Watershed Partnership

- Update on Activities of Houston-Galveston Area Council
- Public Hearing and First Reading of Ordinance Rezoning Areas to Light Industrial Zoning District
- Public Hearing and First Reading of Ordinance Adopting Highway Commercial Zoning District and Regulations
- 

**February 2017**

**02/14/2017**

Special Council Meeting

- 

Regular Council Meeting

- Update on Public Works Projects
- Election Agreement with Galveston County
- Second Reading of Ordinance Rezoning Areas to Light Industrial Zoning District
- Second Reading of Ordinance Adopting Highway Commercial Zoning District and Regulations

**02/28/2017**

Special Council Meeting

- 

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of the Dickinson Bayou Watershed Partnership
- Update on Activities of Houston-Galveston Area Council
- Public Hearing and First Reading of Ordinance Rezoning Areas to Highway Commercial Zoning District
- 

**March 2017**

**03/14/2017**

Special Council Meeting

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Regular Council Meeting

- Update on Public Works Projects
- Resolution Aerial Spraying
- Racial Profiling Reports from Police Department and Fire Marshal's Office

- Second Reading of Ordinance Rezoning Areas to Highway Commercial Zoning District

**03/28/2017**

Special Council Meeting

- 

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of the Dickinson Bayou Watershed Partnership
- Update on Activities of Houston-Galveston Area Council
- Proclamation – Child Abuse Prevention Awareness Month

**April 2017**

**4/11/2017**

Special Council Meeting

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Regular Council Meeting

- Update on Public Works Projects
- Proclamation – Parkinson's
- Proclamation - Holy Trinity Episcopal Church Strawberry Festival
- Proclamation - Fair Housing

**4/25/2017**

Special Council Meeting

- 

Regular Council Meeting

- Proclamation – Motorcycle Awareness
- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- Update on Activities of the Dickinson Bayou Watershed Partnership

**May 2017**

**5/09/2017**

Special Council Meeting

- 

Regular Council Meeting

- Update on Public Works Projects

- Update on the Activities of the Galveston County Transit District Board

**5/23/2017**

Special Council Meeting

- 

Regular Council Meeting

- Update on Activities of Houston-Galveston Area Council
- Update on Activities of the Dickinson Bayou Watershed Partnership
- Appointments/Reappointments to Boards and Commissions
- 2<sup>nd</sup> Quarter Financial & Investment Report

**June 2017**

**6/13/2017**

Special Council Meeting

- Budget Workshop

Regular Council Meeting

- Update on Public Works Projects

**6/27/2017**

Special Council Meeting

- Budget Workshop

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- Update on Activities of the Dickinson Bayou Watershed Partnership

**July 2017**

**07/11/2017**

Special Council Meeting

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Regular Council Meeting

- Update on Public Works Projects

**07/25/2017**

Special Council Meeting

-

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- Update on Activities of the Dickinson Bayou Watershed Partnership

**August 2017**

**08/08/2017**

Special Council Meeting

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Regular Council Meeting

- Ordinance Approving 2017 Appraisal Roll
- Acceptance of FY 2017-2018 Effective and Rollback Tax Rates
- Proposal of FY 2017-2018 Tax Rate and Scheduling of Public Hearings for Proposed Tax Rate and Adoption of the FY 2017-2018 Budget
- Update on Public Works Projects

**08/22/2017**

Special Council Meeting

- 

Regular Council Meeting

- Public Hearing On Proposed Tax Rate For Fiscal Year 2017-2018.
- Update on Activities of Houston-Galveston Area Council
- 3rd Quarter Financial & Investment Report
- Recessing the Regularly Scheduled Meeting of the City Council in Order to Conduct Business as the City of Dickinson Employee Benefits Trust.
- Reconvene
- Accepting the Action of the City of Dickinson Employee Benefits Trust with Regard to Employee Medical, Pharmacy, Dental, Life, Vision and Long-Term Disability Insurance.

**September 2017**

**09/12/2017**

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Galveston County Transit District
- Convene a Public Hearing Regarding the Proposed Fiscal Year 2017-2018 Budget and Tax Rate
- Ordinance Adopting FY 2017-2018 Budget
- Ordinance Adopting FY 2017-2018 Tax Rate

- Resolution Approving Agreement for District Services for FY 2017-2018 with Dickinson Management District #1

## **09/26/2017**

### Special Council Meeting

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### Regular Council Meeting

- Update on Activities of Dickinson Bayou Watershed Steering Committee
- Update on Activities of Houston-Galveston Area Council
- Update on Public Works Projects
- GCAD nomination
- TML Intergovernmental Risk Pool Board of Trustees Election Vote
- Designation of Official City Newspaper
- FY16 First Amended Budget

## **October 2017**

### **10/10/2017**

### Special Council Meeting

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### Regular Council Meeting

- Breast Cancer Awareness Proclamation
- Update on Public Works Projects
- Galveston County Appraisal District Nominations
- Appointments to HGAC

### **10/24/2017**

### Special Council Meeting

### Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- Cancellation of November 28, 2017 and December 26, 2017 Regular City Council Meetings Due to Holidays

## **November 2017**

### **11/14/2016**

### Special Council Meeting

### Regular Council Meeting

- Update on Public Works Projects
- Re-approve FFAST form