

LOUIS R. RIGBY
Mayor
JOHN ZEMANEK
Councilmember At Large A
DOTTIE KAMINSKI
Councilmember At Large B
DANNY EARP
Mayor Pro-Tem
Councilmember District 1



CHUCK ENGELKEN
Councilmember District 2
DARYL LEONARD
Councilmember District 3
KRISTIN MARTIN
Councilmember District 4
JAY MARTIN
Councilmember District 5
MIKE CLAUSEN
Councilmember District 6

CITY COUNCIL MEETING AGENDA

Notice is hereby given of a Regular Meeting of the La Porte City Council to be held August 22, 2016, beginning at 6:00 PM in the City Hall Council Chambers, 604 W. Fairmont Parkway, La Porte, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action.

1. **CALL TO ORDER**
2. **INVOCATION** – The invocation will be given by Dee Spears, Fairmont Park Church.
3. **PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance will be led by Councilmember Chuck Engelken.
4. **PRESENTATIONS, PROCLAMATIONS, and RECOGNITIONS**
 - (a) Recognition - Employee of the Second Quarter - Jaree Hefner - City of La Porte Parks and Recreation Department - Mayor Rigby
5. **PUBLIC COMMENTS** (Limited to five minutes per person.)
6. **CONSENT AGENDA** (*All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.*)
 - (a) Consider approval or other action regarding the minutes of the meeting held on August 8, 2016 - P. Fogarty
 - (b) Consider approval or other action regarding an Ordinance changing the portion of S. 1st Street between W. Fairmont Parkway and W. H Street, from a Two-Way north and southbound traffic corridor to a One-Way traffic corridor for northbound traffic only - S. Valiante
 - (c) Consider approval or other action authorizing the City Manager to execute a professional services contract with Cobb, Fendley and Associates, Inc., for design, bidding and construction phase services in connection with project for reconstructing roadway segments of Pinebluff Subdivision - S. Valiante
7. **AUTHORIZATIONS**
 - (a) Consider approval or other action regarding recommendation by the Planning and Zoning Commission to approve proposed Rules, Regulations and Bylaws of the City of La Porte Planning and Zoning Commission - E. Ensey
8. **DISCUSSION AND POSSIBLE ACTION**
 - (a) Discussion and possible action regarding appointments to various City of La Porte boards, committees and commissions - P. Fogarty

- (b) Discussion and possible action regarding evaluation and review process for the Request for Proposals for collection of delinquent tax and Municipal Court fees - Councilmembers Zemanek; Kaminski and J. Martin
- (c) Discussion and possible action regarding regulation of donation collection bins in the City of La Porte - Councilmembers K. Martin; Kaminski and Zemanek

9. ADMINISTRATIVE REPORTS

- La Porte Development Corporation Board Meeting, Monday, August 29, 2016
- City Council Meeting, Monday, September 12, 2016
- City Council Meeting, Monday, September 26, 2016
- Planning and Zoning Commission Meeting, Thursday, September 15, 2016
- Zoning Board of Adjustment Meeting, Thursday, September 22, 2016

- 10. COUNCIL COMMENTS** regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies – Councilmembers Engelken, Earp, Clausen, J. Martin, K. Martin, Kaminski, Zemanek, Leonard and Mayor Rigby

11. EXECUTIVE SESSION

The City Council reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code, in accordance with the authority contained in:

Texas Government Code, Section 551.072 - Deliberation regarding Real Property: Meet with City Manager and City Attorney to discuss acquisition of real property in connection with Phase II of F216 Drainage Improvement.

Texas Government Code, Section 551.074 - Personnel Matter: Deliberation concerning the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, unless the officer or employee requests a public hearing: Corby Alexander, City Manager.

- 12. RECONVENE** into regular session and consider action, if any, on item(s) discussed in executive session.

13. ADJOURN

The City Council reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code (the Texas open meetings laws).

In compliance with the Americans with Disabilities Act, the City of La Porte will provide for reasonable accommodations for persons attending public meetings. To better serve attendees, requests should be received 24 hours prior to the meeting. Please contact Patrice Fogarty, City Secretary, at 281.470.5019.

CERTIFICATION

I certify that a copy of the August 22, 2016 , agenda of items to be considered by the City Council was posted on the City Hall bulletin board on August 16, 2016.

Patrice Gogarty



**Council Agenda Item
August 22, 2016**

LOUIS R. RIGBY
Mayor
JOHN ZEMANEK
Councilmember At Large A
DOTTIE KAMINSKI
Councilmember At Large B
DANNY EARP
Mayor Pro-Tem
Councilmember District 1



CHUCK ENGELKEN
Councilmember District 2
DARYL LEONARD
Councilmember District 3
KRISTIN MARTIN
Councilmember District 4
JAY MARTIN
Councilmember District 5
MIKE CLAUSEN
Councilmember District 6

CITY COUNCIL MEETING AGENDA

Notice is hereby given of a Regular Meeting of the La Porte City Council to be held August 22, 2016, beginning at 6:00 PM in the City Hall Council Chambers, 604 W. Fairmont Parkway, La Porte, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action.

- 1. CALL TO ORDER**
- 2. INVOCATION** – The invocation will be given by Dee Spears, Fairmont Park Church.
- 3. PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance will be led by Councilmember Chuck Engelken.
- 4. PRESENTATIONS, PROCLAMATIONS, and RECOGNITIONS**
 - (a)** Recognition - Employee of the Second Quarter - Jaree Hefner - City of La Porte Parks and Recreation Department - Mayor Rigby
- 5. PUBLIC COMMENTS** (Limited to five minutes per person.)

Employee of the 2nd Quarter – 2016 Jaree Hefner

Jaree Hefner first joined the City of La Porte team in October of 2013 and is currently our Marketing and Special Event Specialist. Jaree has scored a 4 or higher on every performance evaluation and was previously nominated for Employee of the Quarter in the 3rd quarter of 2015.

In nominating her for this recognition, Kristin Gauthier (Emergency Management Coordinator) shared the following: 'In the last quarter, Jaree transitioned from the City Manager's Office to Parks and Recreation, taking on responsibilities for special events in addition to current and future projects on her plate. She has constantly been a support to our office, especially during times of emergency. This quarter, she took on a project to develop an Emergency Preparedness App for the LEPC. This was outside her normal job duties and was a huge undertaking. She worked patiently with us to develop the app and the promotional materials to help make it a success. In addition, she has developed promotional materials for other events like the annual Hurricane Preparedness Workshop. This year, she went above and beyond to program an interactive kiosk for us to use at the workshop, which was a huge hit and enabled us to interact with even more attendees. We truly appreciate everything she does to support our office, and I know she is doing that with other departments throughout the City every day.'

At a time when the public's view of government is not always positive, we are very fortunate to have someone as skilled and passionate as Jaree dedicated to sharing all the positive aspects of the City of La Porte with our community and beyond. Please join me in congratulating Jaree Hefner as our Employee of the Quarter.



**Council Agenda Item
August 22, 2016**

- 6. CONSENT AGENDA** *(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)*
- (a)** Consider approval or other action regarding the minutes of the meeting held on August 8, 2016 - P. Fogarty

 - (b)** Consider approval or other action regarding an Ordinance changing the portion of S. 1st Street between W. Fairmont Parkway and W. H Street, from a Two-Way north and southbound traffic corridor to a One-Way traffic corridor for northbound traffic only - S. Valiante

 - (c)** Consider approval or other action authorizing the City Manager to execute a professional services contract with Cobb, Fendley and Associates, Inc., for design, bidding and construction phase services in connection with project for reconstructing roadway segments of Pinebluff Subdivision - S. Valiante

LOUIS RIGBY
Mayor
JOHN ZEMANEK
Councilmember At Large A
DOTTIE KAMINSKI
Councilmember At Large B
DANNY EARP
Mayor Pro-Tem
Councilmember District 1



CHUCK ENGELKEN
Councilmember District 2
DARYL LEONARD
Councilmember District 3
KRISTIN MARTIN
Councilmember District 4
JAY MARTIN
Councilmember District 5
MIKE CLAUSEN
Councilmember District 6

**MINUTES OF THE REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF LA PORTE
AUGUST 8, 2016**

The City Council of the City of La Porte met in a regular meeting on **Monday, August 8, 2016**, at the City Hall Council Chambers, 604 West Fairmont Parkway, La Porte, Texas, at **6:00 p.m.** to consider the following items of business:

1. **CALL TO ORDER** – Mayor Rigby called the meeting to order at 6:00 p.m. Members of Council present: Councilmembers Engelken, Zemanek, Clausen, Earp, K. Martin, J. Martin, Leonard, and Kaminski. Also present were City Secretary Patrice Fogarty, City Manager Corby Alexander, and Assistant City Attorney Clark Askins.
2. **INVOCATION** – The invocation was given by Joshua Ojeda, Fairmont Park Church.
3. **PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance was led by Councilmember John Zemanek.
4. **PRESENTATIONS, PROCLAMATIONS, and RECOGNITIONS**
 - a) Proclamation – 811 Safe Digging Day – Mayor Rigby

Mayor Rigby presented a proclamation for 811 Safe Digging Day.
5. **PUBLIC COMMENTS** (Limited to five minutes per person.)

Amy Titus, 1314 Golden St, addressed Council regarding an incident at a City pool that resulted in her son being dismissed as a lifeguard.
6. **CONSENT AGENDA** (*All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.*)
 - a) Consider approval or other action regarding minutes of the meeting held on June 25, 2016 – P. Fogarty
 - b) Consider approval or other action regarding the purchase of Coban Echo Body Worn Camera Systems under Texas Buy Board Contract – K. Adcox
 - c) Consider approval or other action regarding a Resolution authorizing the public resale of property acquired through tax foreclosure by the Constable of Harris County – K. Powell
 - d) Consider approval or other action regarding a Resolution authorizing the sale of Lots 18-23, Block 411, Town of La Porte; Lots 13 & 14, Block 98, Town of La Porte; Lots 35-37, Block 11, Bayfront to La Porte; Lots 1-3, Block 11, Bayfront to La Porte; Lot 12, Block 25, Town of La Porte; Lots 22 & 23, Block 59, Bayfront to La Porte; Lots 24 & 25, Block 59, Bayfront to

La Porte; Lots 14-17, Block 411, Town of La Porte and Lots 15 & 16, Block 98, Town of La Porte – K. Powell

- e) Consider approval or other action regarding a Resolution naming the City Manager as the authorizing agent for contracts and agreements associated with the Automated Weather Observing System (AWOS) project for the La Porte Municipal Airport and authorizing the City Manager and City Attorney to execute the Certification of Project Funds; Designation of Sponsor's Authorized Representative and Entitlement Transfer Agreement forms – S. Valiante

Councilmember Engelken motioned to approve the Consent Agenda items pursuant to staff recommendations. Councilmember Zemanek seconded. **MOTION PASSED UNANIMOUSLY 9/0.**

At 6:14 p.m., Mayor Rigby stated if there are no objections from council, the Executive Session will be taken out of order at this time. There was no council objection to taking this item out of order. See Executive Session item below in these minutes.

7. DISCUSSION AND POSSIBLE ACTION

- (a) Discussion and possible action regarding report on Dangerous Buildings in the City of La Porte – R. Davidson

Deputy Building Official R. J. Davidson presented a summary.

There were no questions from Council.

Councilmember Engelken moved to go forward with the process and for Staff to provide notice of a public hearing date. Councilmember Kaminski seconded. **MOTION PASSED UNANIMOUSLY 9/0.**

8. REPORTS

- (a) Receive report of the Fiscal Affairs Committee – Councilmember Engelken

Councilmember Engelken provided a report of the Fiscal Affairs Committee meeting held prior to the City Council Meeting.

9. ADMINISTRATIVE REPORTS

City Manager Corby Alexander thanked Planning and Development Director Tim Tietjens and the R. J. Davidson, Deputy Building Official, for the presentation on the Dangerous Buildings and reminded everyone of the “A Community Coming Together, United Stand for Peace” event hosted by the La Porte Civic Club on Thursday at 7:00 p.m.

- 10. **COUNCIL COMMENTS** regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information.

Councilmembers Engelken and Clausen requested staff investigate the comments and incident provided by Ms. Titus in public comments. There were no other council comments.

- 10(a). **EXECUTIVE SESSION** – The City reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code, including, but not limited to, the following:

Texas Government Code, Section 551.071 (2) – Consultations with Attorney: Pending or Contemplated Litigation – Meet with City Attorney to discuss USOR Site Group PRP v. A&M Contractors, et al, Case No. 4:14-cv-02441, in the U.S. District Court-Houston.

City Council recessed the regular Council meeting to convene an executive session at 6:14 p.m. regarding the item listed above.

10(b). RECONVENE into regular session and consider action, if any on item(s) discussed in executive session.

City Council reconvened into the regular Council meeting at 6:49 p.m.

Regarding the discussion of USOR Site Group PRP v. A&M Contractors, et al, Case No. 4:14-cv-02441, in the U.S. District Court-Houston, Councilmember Engelken made a motion to continue the negotiation as advised by the City's Attorney. Councilmember Zemanek seconded. **MOTION PASSED 9/0.**

11. ADJOURN - There being no further business, Councilmember Engelken made a motion to adjourn the meeting at 7:26 p.m. Councilmember Leonard seconded. **MOTION PASSED UNANIMOUSLY 9/0.**

Patrice Fogarty, City Secretary

Passed and approved on August 22, 2016.

Mayor Louis R. Rigby

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>August 22, 2016</u>	Appropriation
Requested By: <u>Sharon Valiante</u>	Source of Funds: <u>N/A</u>
Department: <u>Public Works</u>	Account Number: _____
Report: <input type="radio"/> Resolution: <input type="radio"/> Ordinance: <input checked="" type="radio"/>	Amount Budgeted: _____
Other: <input type="radio"/> _____	Amount Requested: _____
Attachments :	Budgeted Item: <input type="radio"/> YES <input checked="" type="radio"/> NO

- 1. Ordinance & Exhibit A**
- 2. TMUTCD Traffic Control Device**

SUMMARY & RECOMMENDATIONS

At its July 25, 2016 meeting, City Council passed and approved a traffic control change to 1st Street between Fairmont Parkway and H Street. The change in the traffic control takes the two-way direction of flow to a one-way direction of flow in the north bound direction.

To implement and enforce the change in traffic control, it is necessary to adopt an ordinance.

Action Required of Council:

Consider approval or other action of an ordinance containing the one-way direction of flow in the northbound direction for 1st Street between Fairmont Parkway and H Street.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

ORDINANCE NO. _____

AN ORDINANCE CHANGING THE PORTION OF SOUTH 1ST STREET BETWEEN WEST FAIRMONT PKWY AND WEST H STREET, FROM A TWO-WAY NORTH AND SOUTHBOUND TRAFFIC CORRIDOR TO A ONE-WAY TRAFFIC CORRIDOR FOR NORTHBOUND TRAFFIC ONLY; CONTAINING A REPEALING CLAUSE; CONTAINING A SEVERABILITY CLAUSE; CONTAINING AN OPEN MEETINGS CLAUSE; PROVIDING THAT ANY PERSON VIOLATING THE TERMS OF THIS ORDINANCE SHALL BE DEEMED GUILTY OF A MISDEMEANOR AND UPON CONVICTION SHALL BE FINED IN A SUM NOT TO EXCEED TWO HUNDRED DOLLARS; PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF; AND PROVIDING AN EFFECTIVE DATE HEREOF.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA PORTE, TEXAS:

Section 1: South 1st Street, from West Fairmont Pkwy to West H Street, is hereby changed from a two-way north and southbound traffic corridor to a one-way traffic corridor for northbound traffic only, as indicated on the map attached hereto as Exhibit "A" and incorporated by reference herein for all purposes.

Section 2. Any person, as defined in Section 1.07 (27), Texas Penal Code, who shall violate any provision of the ordinance, shall be deemed guilty of a misdemeanor and upon conviction shall be punished by a fine not to exceed TWO HUNDRED DOLLARS (\$200.00).

Section 3. Each and every provision, paragraph, sentence and clause of this Ordinance has been separately considered and passed by the City Council of the City of La Porte, Texas, and each said provision would have been separately passed without any other provision, and if any provision hereof shall be ineffective, invalid or unconstitutional, for any cause, it shall not impair or affect the remaining portion, or any part thereof, but the valid portion shall be in force just as if it had been passed alone.

Section 4 All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict only.

Section 5. The City Council officially finds, determines, recites and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council is posted at a place convenient to the public at the City Hall of the city for the time required by law preceding this meeting, as required by Chapter 551, Tx. Gov't Code; 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 thereof 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 6. This Ordinance shall be effective fourteen (14) days after its passage and approval. The City Secretary shall give notice of the passage of this ordinance by causing the caption hereof to be published in the official newspaper of the City of La Porte at least once within ten (10) days after the passage of this ordinance.

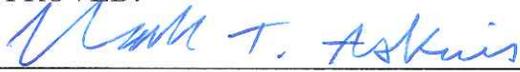
PASSED AND APPROVED this the ___ day of _____, 2016.

CITY OF LA PORTE, TEXAS

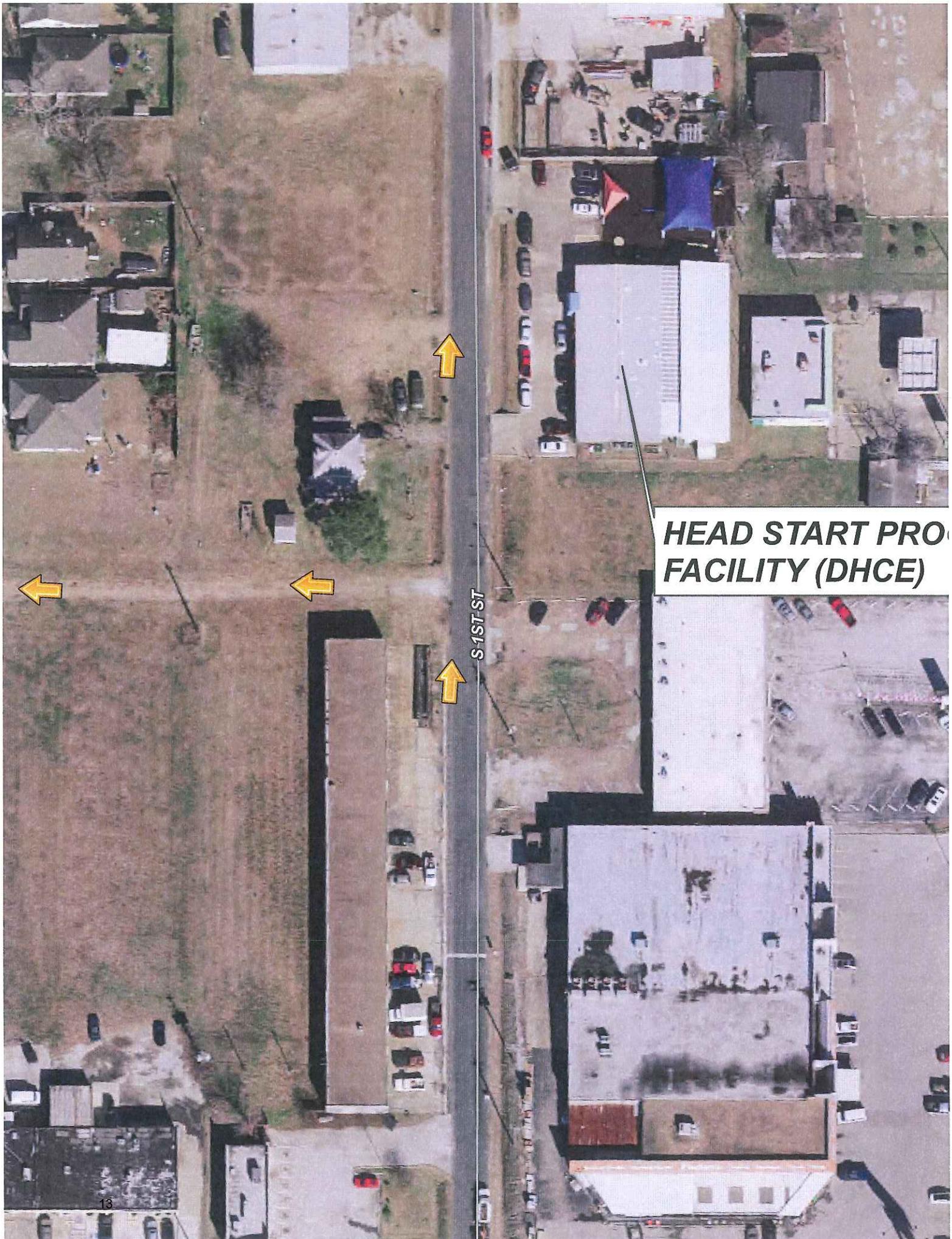
By: _____
Louis R. Rigby, Mayor

ATTEST:

Patrice Fogarty, City Secretary

APPROVED:


Clark Askins, Assistant City Attorney



**HEAD START PRO
FACILITY (DHCE)**

2009 Edition Part 2 Figure 2B-14. Locations of ONE WAY Signs

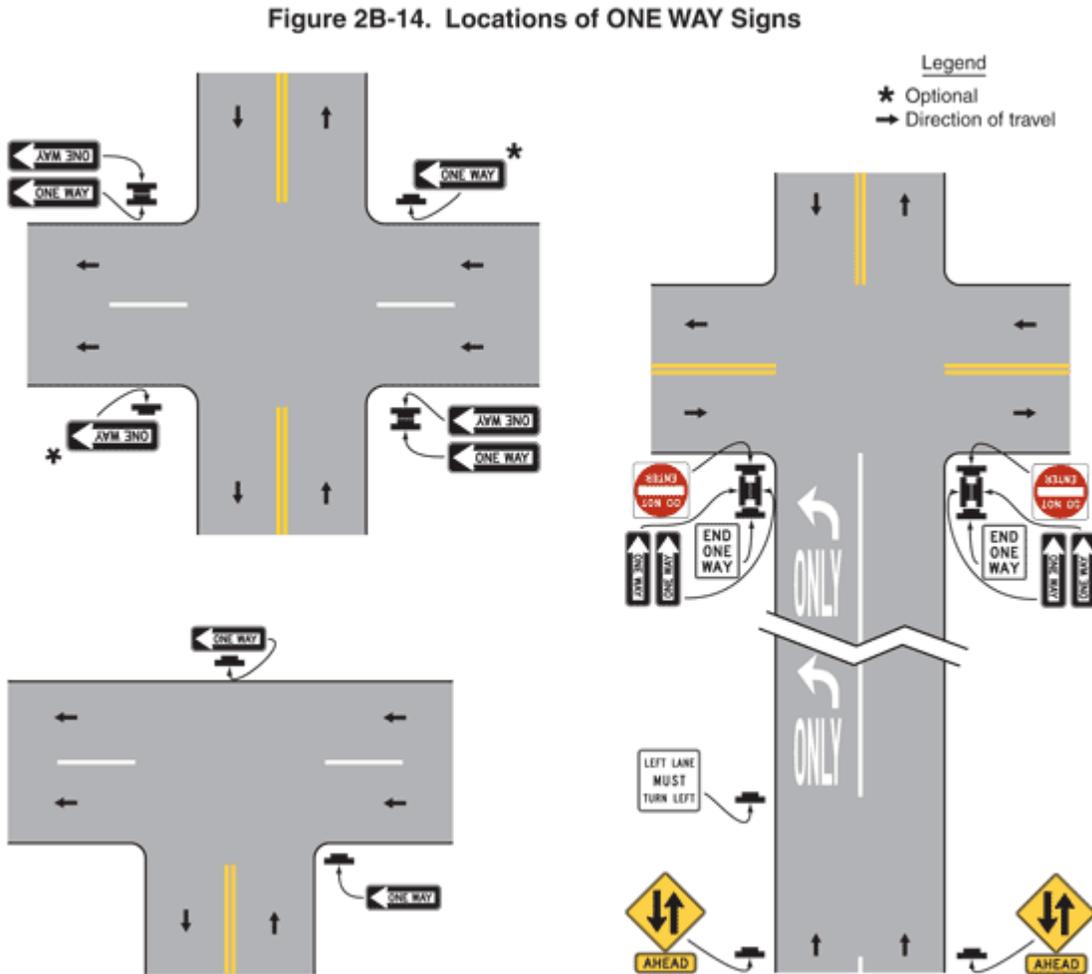


Figure 2B-14. Locations of ONE WAY Signs

This figure shows three locations of ONE WAY signs.

Black inverted "Ts" denote signs. A legend shows an asterisk indicating optional use and a black arrow indicating the direction of travel in the lanes.

The first illustration shows an intersection of a vertical two-lane roadway with a horizontal two-lane roadway. Black arrows on the vertical roadway indicate that the direction of travel is one lane in each direction, and a solid double yellow line is shown separating the opposing direction lanes, except through the intersection. On the horizontal roadway, black arrows indicate that the direction of travel for both lanes is east to west. A broken white line separates the two westbound lanes, except through the intersection. On the vertical roadway, to the right of the northbound lane in advance of the intersection, two ONE WAY signs are shown mounted back-to-back. One is shown pointing west (to the left) and facing south, and the other is shown pointing west (to the right) and facing north. To the right of the northbound lane in advance of the intersection, a ONE WAY sign pointing west (to the right) is shown

facing south. To the left of the southbound lane in advance of the intersection, a ONE WAY sign marked with an asterisk is shown pointing west (to the left) and facing north. To the right of the northbound lane on the north side of the intersection, a ONE WAY sign marked with an asterisk is shown pointing west (to the left). To the left of the southbound lane on the north side of the intersection, two ONE WAY signs are shown mounted back-to-back. One is shown pointing west (to the left) and facing south, and the other is shown pointing west (to the left) and facing north.

The second illustration shows a T-shaped intersection of a vertical two-lane roadway with a horizontal two-lane roadway. Black arrows on the vertical roadway indicate that the direction of travel is one lane in each direction, and a solid double yellow line is shown separating the opposing direction lanes, except through the intersection. Black arrows on the horizontal roadway indicate that the direction of travel is one way east to west. A broken white line separates the two lanes of the horizontal roadway. To the right of the northbound travel lane in advance of the intersection with the horizontal roadway, a ONE WAY sign is shown pointing west (to the left) and facing south. On the far side of the intersection directly opposite the vertical roadway, another ONE WAY sign pointing west (to the left) and facing south is shown to the north side of the horizontal roadway.

The third illustration shows an intersection of a segment of a vertical two-lane roadway with a horizontal two-lane roadway. Black arrows on the horizontal roadway indicate that the direction of travel is one lane in each direction, and a solid double yellow line is shown separating the opposing direction lanes, except through the intersection. Black arrows on the vertical roadway indicate that the direction of travel for both lanes is south to north in advance of the intersection, and that on the far side of the intersection, the direction of travel is one lane in each direction. In advance of the intersection, a solid white line is shown separating the two northbound lanes, and in the left lane, the pavement is shown marked with a vertical white arrow curving up and to the left over the word "ONLY" in white, followed by another closer to the intersection. At the bottom of the illustration to both the left and right of the vertical roadway, a sign assembly is shown. It is shown as a Two-Way Traffic symbol sign above a horizontal orange plaque with the word "AHEAD" in black and is facing south. To the left of the roadway opposite the first turn arrow on the pavement, a square white sign with a black border and legend is shown with the words "LEFT LANE MUST TURN LEFT." To the right of the right northbound lane in advance of the intersection, a four-piece sign assembly is shown. It is shown composed of two ONE WAY signs mounted back-to-back, one pointing north (to the left) and facing west and the other pointing north (to the right) and facing east. Mounted perpendicular and to the south side of these two signs is a vertical rectangular white sign with the words "END ONE WAY" facing south. On the north side of this sign assembly is mounted a Do Not enter sign facing north. This same sign assembly is shown to the left of the left northbound lane in advance of the intersection

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>August 22, 2016</u>	<u>Appropriation</u>
Requested By: <u>Sharon Valiante</u>	Source of Funds: <u>003, 019, 033</u>
Department: <u>Public Works</u>	<u>003-7071-531-</u>
Report: <input checked="" type="radio"/> Resolution: <input type="radio"/> Ordinance: <input type="radio"/>	Account Number: <u>1100/019-7071-</u>
Other: <input type="radio"/>	<u>531-1100/033-</u>
	<u>7071-531-1100</u>
Attachments :	Amount Budgeted: <u>003-\$70,000 019-</u>
1. <u>Cobb Fendley Professional Services</u>	<u>\$50,000 033</u>
2. <u>Proposal</u>	<u>\$80,000</u>
3. <u>Evaluation Summary</u>	Amount Requested: <u>003 \$ 66,425 019</u>
	<u>\$50,000 033</u>
	<u>\$80,000</u>
	Budgeted Item: <input checked="" type="radio"/> YES <input type="radio"/> NO

SUMMARY & RECOMMENDATIONS

The FY 16 budget includes an allocation for the design of Pinebluff Subdivision Improvements that includes Bayshore and the lettered streets running perpendicular into Bayshore. The City of La Porte selected the firm of Cobb, Fendley & Associates, Inc. to provide professional engineering services for the design, bidding, and construction phase services for this project through a RFQ process. Cobb Findley & Associates was one of twenty (20) firms responding to the solicitation that was advertised on January 7 and again on January 14, 2016. Seventy (70) firms were notified with fifty-one (51) downloading the RFQ documents. The price proposal submitted by Cobb Fendley (attached) total is \$196,425.00. The total request is below the budget amount of \$200,000.00. The construction estimate (FY 17) is \$2,000,000.

The price proposal references drainage study and design. Staff directed Cobb Fendley to consider the potential for redirecting more of the drainage directly to Galveston Bay. Elimination of open ditches with pipe storm sewer will be considered. The sanitary sewer system is in good condition due to the aggressive Sewer Rehabilitation program and needs little work. The water distribution system is over 45 year old cast iron, steel and A/C pipe that will be replaced with PVC. Different pavement types and street layout paths will be considered during the design phase.

At least one public meeting with the residents is anticipated during the design process along with other resident contacts to identify any access or other considerations of the residents.

Benefits:

The project will address several of the lower rated asphalt street segments identified in the 2013 comprehensive street inspection report. The project will address drainage and flooding concerns of the residents.

Liabilities:

Deferring the project construction would add to future year maintenance responsibilities unless substituted with a like project. Drainage and flooding problems will continue.

Operating Costs:

Slight decrease in operating costs.

Action Required of Council:

Consider approval or other action authorizing the City Manager to enter into a professional services contract with Cobb, Fendley and Associates, Inc. for the design, bidding and construction phase services for reconstructing roadway segments of Pinebluff subdivision in an amount not to exceed \$196,425.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date



July 6, 2016

Mr. Don Pennell
Assistant Director of Public Works
City of La Porte
2963 North 23rd Street
La Porte, Texas 77571

Re: Proposal for Engineering Services for
Pine Bluff Subdivision Improvements

Dear Mr. Pennell:

Cobb, Fendley & Associates, Inc. (CobbFendley) is pleased to submit this proposal to provide Professional Engineering Services for the Pine Bluff Subdivision in La Porte, Texas. CobbFendley proposes to provide the Scope of Services and Compensation as outlined in the attached Exhibit A.

If this proposal is agreeable to you, please indicate your acceptance by signing in the space provided below and return one copy to us for our file. This proposal is void if not accepted within sixty days of the date hereon. The opportunity to propose professional survey and engineering service to the City of La Porte is appreciated and we look forward to serving you on this project. Please advise if you have any questions or require additional information.

Sincerely,

COBB, FENDLEY & ASSOCIATES, INC.


Charles Eastland, P.E.
Principal

This proposal accepted by:

CITY OF LA PORTE, TEXAS

Signature

Print Name

Title

Date of Authorization

Attachments

EXHIBIT A
SCOPE OF SERVICES & COMPENSATION
Cobb, Fendley & Associates, Inc.
Proposal for Professional Engineering Services for
Pine Bluff Subdivision Improvements

Project/Limits

Pine Bluff Subdivision Improvements project includes the reconstruction of streets and storm facilities along Bay Shore Drive, Pine Bluff Street and the lettered streets (A thru F) within the Pine Bluff Subdivision. Approximately 50% of the sanitary sewer system within the subdivision is aged concrete pipe and will be replaced as part of the project. The remaining 50% of the sewer is believed to be new or recently rehabilitated pipe. New water line and appurtenances will be installed.

General

Cobb, Fendley & Associates, Inc. (CobbFendley) will perform professional engineering services as follows: provide topographic survey for Pine Bluff Subdivision, drainage study and civil design drawings for construction.

Sub Consultants

CobbFendley shall subcontract the geotechnical investigation and any other services not specifically offered by CobbFendley to perform the tasks described in this scope of service. Below is a list of the consultants that we anticipate on using for this project:

- Geotechnical Investigation – Terracon Consultants

Construction Estimate

The preliminary Opinion of Probable Construction Cost for this project are attached as Exhibit C.

BASIC SERVICES

CobbFendley will provide the following engineering services as part of its basic service. The specific items of service include:

Drainage Study:

1. Review drainage report findings and recommendations made in the City Wide Drainage Report (01/09), Report #3 (10108) and Impact Analysis for Sheet Flow Relief Structures (10/09).
2. Perform an existing condition hydrologic drainage analysis for existing roadside ditch to determine the relevant rainfall runoff flow rates for areas contributing to the project location. The existing condition analysis will be performed to document drainage boundaries, flowrates, outfall locations, and overland sheetflow patterns. A hydraulic analysis will also be performed to quantify relevant existing condition flows and determine water surface elevations

conveyed via the roadside ditches along Pine Bluff St and Bay Shore Dr to the outfall(s).

3. Determine the amount of increased impervious cover associated with the reconstruction of the streets and additional sidewalks to determine the increase in runoff conveyance resulting from the proposed improvements. Alternatives will be investigated to determine the most efficient drainage system(s) for conveying proposed condition flows to the outfall locations. This study will identify required drainage facility types, ditch sizes and slopes, driveway culvert sizes and slopes, or storm sewer sizes and slopes, to document the improvements that are required and where.
4. Increases in flow to outfall locations will be mitigated by modifying the contributing existing condition drainage boundaries. Allowing for increased conveyance directly to the bay yet no increase in flow to the SH146 drainage system.
5. A report will be created to document the recommended alternative of this analysis with maps, exhibits and supporting calculations.

Design Phase Services:

1. Perform utility records research on existing underground utilities, overhead utilities, and any pipeline crossings within the project limits.
2. Review existing water and sewer services to the project area and provide necessary improvements like fire hydrants, valves, manholes, services leads and line accessibility for maintenance.
3. Investigate the roadway alignment at Pine Bluff Drive/Pine Bluff Street and Bayshore Drive in order to straighten out the entrance as much as possible within the existing right-of-way provided.
4. Investigate and provide a recommendation on removing the section of pavement between Pine Bluff Drive and Bayshore Drive.
5. Consider the following roadway cross section options, materials and cost estimates:
 - Concrete or Asphalt Pavement with Storm Sewer
 - Concrete or Asphalt Pavement with Roadside Ditch
 - Combination of Storm Sewer and Roadside Ditch
6. Investigate and determine optimal pavement width options in order to fit the roadway and utilities within the existing right-of-way while providing access to utilities for maintenance and service.
7. Prepare a presentation and attend City Council meeting to present findings and make recommendations.
8. Design the roadway vertical alignment to achieve the necessary cover for the new storm sewer system. Determine roadway grades and cross slopes to

ensure proper drainage. Determine ditch grades and/or storm sewer grades and inlet locations and ensure positive drainage of the existing project area.

9. Provide construction plan drawings. The plans will include, at a minimum, the following.
 - Cover Sheet
 - Overall Project Layout
 - Typical Cross Sections
 - SWPP Plan
 - Demolition Plan
 - General Notes and Details
 - Water and Sewer Layout
 - Storm Sewer Layout
 - Survey Control Map
 - Plan and Profiles Sheets
 - Traffic Control Plan
10. Prepare contract bidding documents consisting of technical specifications and contract documents outlining the construction contract requirements.
11. Prepare a 60% submittal and a 90% submittal of the construction documents for review and comment. Once all comments are received by all entities involved, CobbFendley will finalize the construction documents for bidding.
12. Provide preliminary and final construction cost estimates.

Bid Phase Services:

1. Distribute digital plans and specifications to City for placement in PublicPurchase.com. Address questions from potential bidders concerning the Project's construction documents and prepare addendums as necessary.
2. Attend Pre-Bid and Bid Opening.
3. Evaluate bids and qualifications of the apparent low bidder and provide a recommendation of award letter.
4. Prepare and provide the City with three (3) sets of hard copy award documents and plans.

Construction Administration:

1. Attend and conduct preconstruction conference
2. Review and respond to all submittals and request for information (RFI's) regarding the project improvements. Prepare change orders as necessary.
3. Attend and conduct final acceptance inspection of the project and prepare punch list as necessary.
4. Provide City with necessary close out documents, including as-builts of the project.

ADDITIONAL SERVICES

Surveying

CobbFendley, as the project surveyor shall:

1. Establish horizontal and vertical project control throughout the site. Vertical control will be tied to current TSARP datum.
2. Perform a Category 6, Condition II topographical survey of the project area in accordance with the requirements of the Texas Society of Professional Surveyors to locate existing utilities, appurtenances and pavement providing cross sections of the following existing features: natural ground, concrete curbs and pavement. Elevations will be obtained at a maximum of 50-ft intervals, right-of-way to right-of-way, plus 10 feet on each side.
3. Prepare a survey drawing on a plan style sheet at a scale of 1"=20' horizontally or at the direction of the engineer. The drawing will depict the obtained field information and any record information provided by outside sources.

Geotechnical Investigation

1. The geotechnical investigation will be performed by Terracon in accordance with the attached proposal. A geotechnical report will include geotechnical engineering recommendations on subgrade preparation, pavement design for both concrete and asphalt roads and storm sewer construction considerations.

Exclusions for the Scope of Services:

The services described above are the identified **BASIC AND ADDITIONAL SERVICES** for this assignment. Other items that may arise during the course of the project that the City may wish to add to the scope of services shall be deemed as **SUPPLEMENTAL ADDITIONAL SERVICES**. CobbFendley shall undertake such supplemental additional services as assigned by the City upon written direction from the City. Examples of such items are as follows:

1. Construction Management and Inspection
2. Materials Testing Services
3. Obtaining Construction Permits
4. Right-of-way Acquisition
5. Bidding project more than once
6. Any other services not specifically included within the description of the Basic Services and Additional Services as described above.

If supplemental services are requested by the City, CobbFendley will provide the City with a separate proposal for the supplemental work.

EXHIBIT B

BASIS OF COMPENSATION

BASIC SERVICES

The Compensation to be paid to CobbFendley for providing the BASIC SERVICES rendered under this agreement shall be based on Lump sum fees for overall phases of the work as shown below. Reimbursable items and subconsultant invoices will be subject to a 10% administration charge.

1.	DRAINAGE STUDY (Lump Sum).....	<u>\$19,905</u>
2.	DESIGN PHASE SERVICES (Lump Sum)	<u>\$127,100</u>
3.	BID PHASE SERVICES (Lump Sum)	<u>\$4,145</u>
4.	CONSTRUCTION ADMINISTRATION (Lump Sum).....	<u>\$12,760</u>

ADDITIONAL SERVICES

5.	Surveying (Lump Sum).....	\$25,875
6.	Geotechnical Investigation (including 10% markup)	\$5,390
	Subtotal, Additional Services.....	<u>\$31,265</u>

Reimbursable Expenses

1.	Reproduction, mileage, delivery charges, etc.	\$1,250
TOTAL, Basic & Additional Services incl. Reimbursables.....		<u>\$196,425</u>

ADDITIONAL SERVICES

The Compensation to be paid to CobbFendley for providing any ADDITIONAL SERVICES under this agreement shall be based on the rate schedule included in the Agreement. Reimbursable items and subconsultant invoices will be subject to a 10% administration charge. Services will be charged according to those personnel directly involved in providing the service, and will be rounded to the nearest half hour.

Lump sum fees will be negotiated for particular, defined assignments at the request of the City. When an occasion arises which the City desires to be covered by a lump sum fee, CobbFendley will negotiate an acceptable fee with the City and prepare an addendum to this Agreement which describes the scope of services to be provided and the fee. The addendum will be effective only after its signature by both parties.

Direct Personnel Expense means salaries and wages paid to CobbFendley's employees plus payroll related costs and benefits such as payroll taxes, worker's compensation, health and retirement benefits, bonuses, sick leave, vacation, and holiday pay applicable hereto. Reimbursable Direct Expenses shall be those costs incurred on or directly for the CLIENT'S project, including but not limited to necessary transportation costs including mileage at the current IRS rate, meals and lodging, laboratory tests and analyses, and printing and binding charges.

EXHIBIT C

Client: City of La Porte
 Project Name: Pine Bluff Subdivision Improvements

Opinion of Probable Construction Cost

Item No.	Item Description	Unit	Quantity	Unit Price	Extended Price
BASE BID					
SECTION 1 - SITE PREPARATION FOR EARTH WORK					
1	Mobilization (No Greater Than 5% of Total Bid)	LS	1	\$ 100,000.00	\$ 100,000.00
2	Remove and Dispose of Existing Pavement and Base (All Depths)	SY	6,500	\$ 7.00	\$ 45,500.00
3	Remove and Dispose of Existing Driveways	SY	1,100	\$ 8.00	\$ 8,800.00
4	Remove Existing Outfall and Culvert	LS	1	\$ 10,000.00	\$ 10,000.00
SUBTOTAL SECTION 1					\$ 164,300.00
SECTION 2 - PAVING					
5	Lime Stabilized Subgrade	SY	9,300	\$ 5.00	\$ 46,500.00
6	Type A, Hydrated Lime	TON	160	\$ 180.00	\$ 28,800.00
7	2-inch HMAC Type D Surface Course	TON	930	\$ 120.00	\$ 111,600.00
8	6-inch Black Base	TON	2,790	\$ 105.00	\$ 292,950.00
9	Asphalt/Concrete Driveways	SF	9,900	\$ 8.00	\$ 79,200.00
SUBTOTAL SECTION 2					\$ 559,050.00
SECTION 3 - STORM SEWER					
10	Galveston Bay Outfall (36" RCP)	EA	1	\$ 13,000.00	\$ 13,000.00
11	24" RCP	LF	1,300	\$ 90.00	\$ 117,000.00
12	30" RCP	EA	800	\$ 120.00	\$ 96,000.00
13	36" RCP	LF	500	\$ 140.00	\$ 70,000.00
14	Type C Manhole	EA	8	\$ 3,500.00	\$ 28,000.00
15	12" Area Inlet (including PVC lead)	EA	10	\$ 1,200.00	\$ 12,000.00
16	Type E Inlet	EA	5	\$ 2,500.00	\$ 12,500.00
17	Type A Inlet	EA	24	\$ 1,800.00	\$ 43,200.00
18	Ditch Regrading	LF	1,500	\$ 5.00	\$ 7,500.00
SUBTOTAL SECTION 3					\$ 386,200.00
SECTION 4 - WATER ITEMS					
19	2-inch PVC Water Line	LF	950	\$ 30.00	\$ 28,500.00
20	8-inch PVC Water Line	LF	3,570	\$ 65.00	\$ 232,050.00
21	8"x12" Tapping Sleeve and Valve	EA	2	\$ 6,000.00	\$ 12,000.00
22	2-inch Gate Valve and Box	EA	6	\$ 350.00	\$ 2,100.00
23	8-inch Gate Valve and Box	EA	8	\$ 2,000.00	\$ 16,000.00
24	Service Reconnections	EA	65	\$ 750.00	\$ 48,750.00
25	Fire Hydrant	EA	5	\$ 3,000.00	\$ 15,000.00
SUBTOTAL SECTION 4					\$ 354,400.00
SECTION 5 - WASTEWATER ITEMS					
26	6-inch PVC Sanitary Sewer	LF	420	\$ 50.00	\$ 21,000.00
27	8-inch PVC Sanitary Sewer	LF	1,860	\$ 60.00	\$ 111,600.00
28	Service Reconnections	EA	30	\$ 750.00	\$ 22,500.00
29	Sanitary Manhole	EA	10	\$ 3,000.00	\$ 30,000.00
30	Bypass Pumping	LS	1	\$ 10,000.00	\$ 10,000.00
SUBTOTAL SECTION 5					\$ 195,100.00
SECTION 6 - SWPPP					
31	Erosion/Sediment Control in Accordance with TPDES Requirements, Including Notice of Intent (NOI) and Notice of Termination (NOT)	LS	1	\$ 500.00	\$ 500.00
32	SWPPP Inspection and Maintenance, and Reporting	LS	1	\$ 2,000.00	\$ 2,000.00
33	Sodding for Erosion Control (Block Sodding), St. Augustine, Complete in Place	SY	6,300	\$ 5.00	\$ 31,500.00
SUBTOTAL SECTION 6					\$ 34,000.00
SECTION 7 - TRAFFIC CONTROL AND REGULATION					
34	Traffic Control and Regulation, in Accordance with Drawings and Specifications	LS	1	\$ 15,000.00	\$ 15,000.00
SUBTOTAL SECTION 7					\$ 15,000.00
TOTAL SECTIONS 1-7					\$ 1,708,050.00
20% CONTINGENCY					\$ 341,610.00
TOTAL BASE BID PRICE					\$ 2,049,660.00

March 16, 2016

Cobb, Fendley & Associates, Inc.
 1920 Country Place Parkway, Suite 310
 Pearland, Texas 77584

Attn: Mr. Jason Eldridge, P.E.

Re: Cost Estimate for Geotechnical Engineering Services
 Pine Bluff Subdivision Paving and Drainage Improvements
 East of Pine Bluff Street and South Broadway Street
 La Porte, Texas
 Terracon Document No. P91165024

Dear Mr. Eldridge:

Terracon Consultants, Inc. (Terracon) understands we have been selected based on qualifications to provide geotechnical engineering services for the above referenced project. This document outlines our understanding of the scope of services to be performed by Terracon for this project and provides an estimate of the cost of our services.

1.0 PROJECT INFORMATION

Item	Description
Project location	The site is located east of the intersection of Pine Bluff Street and South Broadway Street in La Porte, Texas. The roadway sections to be improved include A Street through F Street, Pine Bluff Street, and Bay Shore Drive.
Existing conditions	Based on aerial photographs, the above mentioned streets are asphaltic concrete streets and exhibit signs of distress.
Proposed improvements	<ul style="list-style-type: none"> ■ Replacing the existing asphaltic concrete pavement with either concrete or asphaltic concrete pavement. We understand the existing pavement materials are not planned to be reused. ■ Storm sewer is planned to be installed at a maximum depth of 8 feet.

If our understanding of the project is not accurate, please let us know so that we may revise our scope of services and cost estimate, if necessary.

2.0 SCOPE OF SERVICES

A brief summary of the services to be provided by Terracon is summarized in the following paragraphs.



Cost Estimate for Geotechnical Engineering Services

Pine Bluff Subdivision Paving & Drainage Improvements ■ La Porte, Texas

March 16, 2016 ■ Terracon Document No. P91165023



Field Program. The field program for this project is planned to consist of drilling four test borings to depths of 15 feet along the alignment of the proposed roadway reconstruction. The total drilled footage is planned to be 60 feet.

The borings will be located by measuring distances and estimating angles from existing reference points shown on drawing provided to us without the use of survey equipment. Therefore, the layout of the borings and test locations will be approximate. Boring depths will be measured from existing grade.

The drilling services for this project will be performed by a drilling subcontractor or Terracon's in-house drillers. During drilling, soil samples will generally be collected utilizing either open-tube samplers or the Standard Penetration Test. Once the samples have been collected and classified in the field, they will be properly prepared and placed in appropriate sample containers for transport to our laboratory. Upon completion of drilling, the boreholes are planned to be backfilled with soil cuttings and patched at the surface with asphaltic concrete.

We plan to use standard truck-mounted drilling equipment to access boring locations. This document assumes that the site can be accessed during normal business hours and does not include services associated with surveying of boring locations, obtaining permits for drilling within the limits of existing pavements, or location of underground utilities. Since the borings will be located on existing pavements, we anticipate that some form of traffic control will be needed during our field activities. If desired, Terracon can arrange for traffic control, which will consist of cones, signs, and flaggers provided by a sub-contractor familiar with local traffic safety ordinances. The additional cost associated with traffic control is provided in the **"3.0 COMPENSATION"** section of this document.

Terracon will notify Texas811, a free utility locating service, prior to our drilling program to help locate public utilities within dedicated public utility easements. If underground utilities are known to exist within the site, Terracon should be notified so that we may review utility plans to help avoid the existing lines. Terracon cannot be responsible for damage to unmarked and/or unlocated utilities for which we are unaware or that are improperly located.

Laboratory Testing. The sample classifications will be reviewed and a laboratory testing program will be assigned which will be specific to the project requirements and the subsurface conditions observed. The testing program could include, but may not be limited to, moisture contents, dry unit weights, Atterberg limits, compressive strength tests, and grain size analyses.

Geotechnical Engineering Report. The results of our field and laboratory programs will be evaluated by a professional geotechnical engineer licensed in the State of Texas. Based on the results of our evaluation, an engineering report will be prepared which details the results of the testing performed and provides Boring Logs, Site Location Plan, and Boring Location Plan. The report will also provide geotechnical engineering recommendations with respect to the following:

Cost Estimate for Geotechnical Engineering Services

Pine Bluff Subdivision Paving & Drainage Improvements ■ La Porte, Texas

March 16, 2016 ■ Terracon Document No. P91165023



- Site and subgrade preparation;
- Pavement design and reconstruction for concrete and asphaltic concrete section; and
- Storm sewer construction considerations.

Schedule. We can initiate our field operations within five to seven working days following authorization to proceed, if site access and weather conditions will permit. We anticipate completion of our services and submittal of our report within about three weeks after completion of our field services. In situations where information is needed prior to submittal of our report, we can provide verbal information or recommendations for specific project requirements directly after we have completed our field and laboratory programs.

3.0 COMPENSATION

For the scope of work as outlined in this document, we estimate a total cost of \$4,900, which includes a one-day traffic control fee of \$1,200. The cost of our services will not exceed these amounts unless the scope of services is modified with the approval of the client.

Additional consultation (such as attendance on a project conference call, engineering analysis, review of project documents, etc.) requested will be performed on a time-and-materials basis. The fee to provide additional consultation services will be in excess of the above provided fee to complete the geotechnical services and would not be incurred without prior approval of the client.

4.0 AUTHORIZATION

Environmental Considerations. In an effort to reduce the potential for cross-contamination of subsurface media and exposure of site workers to contaminants that might be present at the site, Terracon requests that prior to mobilization to the site, the client inform Terracon of known or suspected environmental conditions at or adjacent to the site. If adverse environmental conditions are present, additional expenses may be necessary to properly protect site workers and abandon boreholes that penetrate affected groundwater-bearing units.

If Terracon is not informed of potentially adverse environmental conditions prior to the geotechnical services, Terracon will not be responsible for cross-contamination of groundwater aquifers, soil contamination, or any modification to the environmental conditions to the site that may occur during our geotechnical services. The geotechnical scope of services described above is based on our assumption that the site does not pose environmental risks to the personnel conducting the geotechnical exploration services.

Cost Estimate for Geotechnical Engineering Services

Pine Bluff Subdivision Paving & Drainage Improvements ■ La Porte, Texas

March 16, 2016 ■ Terracon Document No. P91165023



The geotechnical services for this project will be performed under the client's "Subcontract for Professional Services" between CobbFendley and Terracon Consultants which will be signed once the budget estimate is accepted and upon completion of review by our legal department. We will provide you with our comments, once our review is completed. We appreciate the opportunity to provide this document and look forward to the opportunity of working with you.

Sincerely,

Terracon Consultants, Inc.

(Texas Registration No. F-3272)

A handwritten signature in blue ink that reads "Rehan Khan".

Rehan Khan, E.I.T.
Staff Engineer (League City)

A handwritten signature in black ink that reads "Bobbie S. Hood".

Bobbie S. Hood, P.E.
Department Manager (Conroe)

**RFQ 16501 PAVING AND DRAINAGE INFRASTRUCTURE DESIGN
EVALUATION SUMMARY**

Criteria	HDR	Lyle & Perossa	Klotz Associates	Dannenbaum Engineering	Othon, Inc.	Kaluza & Associates	CobbFendley	Lockwood, Andrews & Newman	McDonough Engineering	Binkley & Barfield
Qualifications of Respondent (40%)	10.0	10.0	10.0	9.6	8.0	8.0	11.6	8.8	8.0	9.2
Experience on Municipal Infrastructure (30%)	7.8	6.0	7.2	6.9	5.7	6.3	8.1	6.3	5.4	6.6
Available Resources (10%)	2.4	1.8	2.4	2.4	1.9	1.7	2.7	2.0	1.7	2.0
References (10%)	2.5	2.0	2.7	1.9	1.6	2.0	2.5	1.7	1.9	2.1
Completeness and conformity of the RFQ (10%)	2.5	2.4	2.5	2.5	1.5	1.4	2.4	1.7	1.5	1.4
Final Scores	25.2	22.2	24.8	23.3	18.7	19.4	27.3	20.5	18.5	21.3

Criteria	LJA Engineering	Amani Engineering	Bury	Terra Associates	R.G. Miller Engineers	Huitt- Zollars	HT&J, LLC	GC Engineering	Freese & Nichols	Civil Tech Engineering
Qualifications of Respondent (40%)	10.8	6.4	8.4	6.8	9.6	8.8	7.2	8.8	10.4	8.8
Experience on Municipal Infrastructure (30%)	7.8	4.8	6.6	5.4	6.9	6.0	4.8	6.6	7.5	6.0
Available Resources (10%)	2.5	1.5	2.2	1.7	2.2	1.8	1.7	2.2	2.4	1.9
References (10%)	2.3	1.5	1.9	1.8	2.4	1.9	1.8	2.2	2.2	2.1
Completeness and conformity of the RFQ (10%)	1.1	1.2	2.4	1.4	2.3	1.7	2.2	1.5	2.3	1.4
Final Scores	24.5	15.4	21.5	17.1	23.4	20.2	17.7	21.3	24.8	20.2

Top Scoring Firms	CobbFendley	HDR	Klotz Associates	Freese & Nichols
	27.3	25.2	24.8	24.8

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>August 22, 2016</u>	<u>Appropriation</u>
Requested By: <u>Eric Ensey</u>	Source of Funds: <u>N/A</u>
Department: <u>Planning & Development</u>	Account Number: _____
Report: <input checked="" type="radio"/> Resolution: <input type="radio"/> Ordinance: <input type="radio"/>	Amount Budgeted: _____
Other: <input type="radio"/> _____	Amount Requested: _____
Attachments :	Budgeted Item: <input type="radio"/> YES <input checked="" type="radio"/> NO

- 1. Proposed P&Z Rules, Regulations and Bylaws**
- 2. P&Z Recommendation Letter**

SUMMARY & RECOMMENDATIONS

Section 106-63 of the City of La Porte Code of Ordinances requires the adoption of bylaws to govern the Planning and Zoning Commission's proceedings. There are no records of bylaws ever being established for the Commission. In response, the Planning and Zoning Commission established a subcommittee to develop bylaws for the Commission's consideration. The subcommittee consisted of Commissioners Trey Kendrick and Wyatt Smith, with staff offering support to the subcommittee members.

At the July 21, 2016, Planning and Zoning Commission meeting, the Commission was presented the bylaws and a thorough discussion occurred. The Commission unanimously voted to recommend approval of the proposed bylaws to the City Council for consideration. Section 106-63(10) requires approval of any bylaws by the City Council.

The proposed bylaws are intended to provide rules for the Commission to conduct business. The bylaws were drafted to be consistent with all applicable City codes and policies established by the City Council for its boards and commissions.

Action Required of Council:

Consider approval or other action on a recommendation by the Planning and Zoning Commission to approve the Rules, Regulations and Bylaws of the Planning and Zoning Commission.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

RULES, REGULATIONS AND BYLAWS OF THE CITY OF LA PORTE, TEXAS, PLANNING AND ZONING COMMISSION

ARTICLE 1: AUTHORITY

The Rules, Regulations and Bylaws established hereby are adopted by the City of La Porte, Texas [hereinafter referred to as the “City”] Planning and Zoning Commission [hereinafter referred to as the “Commission”] pursuant to Sections 106-61 through 106-67 of the City of La Porte, Texas Code of Ordinances. In addition, these Rules, Regulations and Bylaws were approved by the City Council on August 22, 2016 in accordance with the provisions of Section 106-64 of the City of La Porte, Texas Code of Ordinances.

ARTICLE 2: PURPOSE

The Commission is established to exercise the powers and duties of a zoning commission as permitted by law, including Chapter 211 of the Texas Local Government Code. The general purpose of the Commission shall be to guide and promote the efficient, coordinated development of the City in a manner which will best promote the health, safety, and general welfare of its people; preserve and protect the City and its natural resources; and to address the goals and recommendations of the City’s Comprehensive Plan.

ARTICLE 3: POWERS AND DUTIES

Section 3.1. Powers and duties assigned by ordinance. The general powers and duties of the Commission are outlined in Section 106-64 of the City of La Porte, Texas Code of Ordinances.

Section 3.2. Other powers and duties. The following are other duties of the Commission not expressly outlined in Section 106-64, but are duties established in state statute or by City ordinances:

- a) Conduct zoning-related hearings.
- b) Consider and provide recommendations to the City Council on provisions of Chapter 106 (Zoning) of the City’s Code of Ordinances.
- c) Recommend to the City Council periodic updates to the City’s Comprehensive Plan.
- d) Prepare special studies and plans, as requested by the City Council and for which appropriations of funds have been approved by the City Council.
- e) Attend training sessions, conferences, or meetings as necessary to properly fulfill the duties of a commissioner, and for which appropriations of funds have been approved by the City Council.
- f) Perform other duties and responsibilities as may be requested by the City Council.

g) Conduct site visits as deemed necessary to evaluate an application and supporting material. Such site visits shall be conducted individually unless otherwise scheduled by the Commission, obeying all requirements of the Open Meetings Act.

Section 3.3. Subcommittees. When deemed necessary by a majority of the Commission membership, subcommittees may be formed for specific projects related to Commission duties, tasks, and business. Subcommittee members shall be comprised only of Commission members.

ARTICLE 4: MEMBERSHIP

Section 4.1. Membership requirements. The Commission shall consist of nine (9) members, to be appointed as follows: a member from each of the six council districts, a member for each of the two at-large positions (At-Large A and At-Large B), and a member for the mayoral seat, who shall be the chairman.

All members are required to be resident citizens and qualified voters of the city. Each district member who is appointed shall be a resident of the district for which he or she is appointed at the time of appointment and continuously throughout his/her tenure in office.

Section 4.2. Terms. The term of the six members from the six council districts shall coincide with the term of office of the Councilperson for said district. The term of office for each at-large member shall coincide with the term of the Councilperson At-Large A and Councilperson At-Large B, respectively. The term of office of the chairman shall coincide with the term of the Mayor.

The term of each member shall terminate on August 30 of the year in which the term expires, or when his/her successor has been appointed and qualified.

Section 4.3. Vacancies. Vacancies shall be filled for the unexpired term of any member whose position becomes vacant for any cause in the same manner as the original appointment was made.

Section 4.4. Compensation. Commission members shall receive such compensation as the City Council may deem appropriate. Such compensation shall be due to each member by September 30 of the calendar year.

ARTICLE 5: OFFICERS

Section 5.1. Officers. The officers of the Commission include the following: Chairman, Vice Chairman, and Secretary. The Chairman shall be the Commission member appointed by the Mayor. The Commission shall elect a Vice Chairman and Secretary from its membership.

Section 5.2. Duties of the Chairman. The Chairman shall preside at all meetings, appoint committees, and perform such duties as may be delegated by the Commission or City Council. The Chairman shall have the right to appoint new committee members at any time to fill a vacancy.

Section 5.3. Duties of the Vice Chairman. The Vice Chairman shall act in the capacity of the Chairman in his/her absence.

Section 5.4. Duties of the Secretary. The Secretary shall serve as the liaison between the Commission and the designated City staff member who is responsible for the execution of documents in the name of the Commission, performing the duties hereinafter listed below, and performing such other duties as the Commission may determine.

- a) *Minutes.* City staff shall be responsible for a permanent record of the minutes of each meeting and shall have them recorded in suitable permanent records.
- b) *Correspondence.* City staff shall be responsible for the issuance of formal written correspondence with other groups or persons, as directed by the Commission. All Commission-related communications, petitions, reports, or other written materials received by City staff shall be brought to the attention of the Commission.
- c) *Attendance.* City staff shall be responsible for maintaining an attendance record for each Commission member. The Secretary shall present those records to the Commission as a whole at the first meeting of the Commission in each calendar year.

Section 5.5. Duties of City Staff. City staff shall be responsible for providing necessary support to the Commission, including presentation of all development applications and any update on actions by the City Council that relate to the functions of the Commission. Additionally, City staff shall report the actions of the Commission to the City Council. For this purpose, City staff shall include employees of the City of La Porte's Planning and Development Department.

Section 5.6. Elections. The Commission shall elect from its membership a Vice Chairman and Secretary.

- a) The Commission shall, at the first meeting following August 30 of each calendar year, select by majority vote of the membership present a Vice Chairman and Secretary.
- b) Commission members shall nominate a candidate or candidates for the position.
- c) In only one candidate is nominated, then that candidate, if approved by majority vote of the membership present, is declared elected to the position. If there is more than one candidate nominated for each position, the Commission members shall vote on the candidates so nominated. The candidate receiving a majority vote of the membership present shall be declared elected.
- d) Newly elected officers will assume their office immediately after the election.

Section 5.7. Officer Terms. All officers shall serve a term of one (1) year, or until their successors are selected and assume office. In the event that a vacant officer position is filled, said officer shall complete the remainder of the term of the vacant position. All officers shall be eligible for re-election.

Section 5.8. Officer Vacancies. Any officer vacancy shall be filled at the next meeting of the Commission following said vacancy by regular election procedure outlined in Section 5.6, above.

ARTICLE 6: MEETINGS

Section 6.1. Regular Meetings. Regular meetings of the Commission shall be held on the third Thursday of each month at 6:00 p.m. in the City Council Chambers at La Porte City Hall (604 W. Fairmont Parkway, La Porte, Texas, 77571). The dates and times of Commission meetings shall be determined by December 31 of each calendar year and shall be noticed in accordance with the Texas Open Meetings Act. When a regular meeting falls on or near a legal holiday, the Commission shall select a suitable alternate date within the same month. The Commission may cancel a meeting if there is no business to be conducted.

Section 6.2. Meeting Notices. All meeting notices shall be posted at City Hall through the posting of the agenda in accordance with the Texas Open Meetings Act and shall be posted in a public place at City Hall in a location readily accessible to the general public and on the city's website at least 72 hours before the meeting date.

Section 6.3. Special Called Meetings. There may be instances where a special called meeting of the Commission may be necessary to conduct business. A special called meeting may be called by the Chairman or two members of the Commission upon written request. Written notice of the special called meeting shall be sent to Commission members not less than 72 hours in advance of the meeting. Notice of the special called meeting shall be posted in accordance with Section 6.2, above.

Section 6.4. Cancellation of Meetings. A meeting of the Commission may be cancelled if there are no items of business. If a meeting is cancelled, notice of the cancellation shall be posted in a public place at City Hall in a location readily accessible to the general public and on the city's website.

Section 6.5. Open Meetings. All Commission meetings and deliberations shall be open to the public and shall be properly noticed in accordance with the Texas Open Meetings Act and Section 6.2, above. The Commission may conduct closed sessions but only as specifically allowed under the Texas Open Meetings Act for meetings in executive session.

Section 6.6. Public Records. All meeting recordings, minutes, records, documents, correspondence, and other information of the Commission shall be open to public inspection and copying in accordance with the Texas Public Information Act. Requests for records shall be made through the Office of the City Secretary.

Section 6.7. Minutes. Minutes of each meeting of the Commission shall be prepared by City Staff. The minutes shall contain a brief synopsis of the meeting, complete statement of the conditions or recommendations made on any action, and a recording of attendance. The Commission shall be required to approve all minutes. The Chairman and Secretary are required to sign all minutes once approved by the Commission. The official signed minutes shall be recorded with the La Porte City Secretary.

Section 6.8. Quorum. In order for the Commission to conduct business or take any official action, a quorum consisting of at least five (5) members of the Commission shall be present. When a quorum is not present, no official action may be made.

Section 6.9. Rules of Order. Meetings should be conducted under standard parliamentary rules as outlined in the latest edition of Robert’s Rules of Order, and in accordance with these Rules, Regulations and Bylaws.

Section 6.10. Voting. Except as elsewhere provided in these Rules, Regulations and Bylaws, an affirmative vote of the majority of the Commission members present and voting shall be required for the approval of any action item related to an item of business or motion placed before the Commission. Voting shall generally be by voice vote, however the Chairman or any Commission member may call for a roll call vote. Each Commission members shall vote (unless abstaining) on every motion placed on the floor unless there is a conflict of interest as defined in Section 171 of the Texas Local Government Code. Commission members must vote in “Favor of” or in “Opposition to” the motion on the floor, or alternatively “Abstain” from the vote. If a member abstains from voting, their vote shall not be counted in the determination of a motion, but it shall be recorded in the minutes as an abstaining vote.

Section 6.11. Agenda. An agenda outlining all items of business to be considered by the Commission at a meeting shall be prepared by City staff and shall be distributed electronically to all members of the Commission the Friday before the scheduled meeting. The agenda for all regular meetings shall generally include the following: call to order, roll call of members, approval of minutes, items of business, reports from City staff or Commission members, and adjournment. The agenda shall be posted in accordance with the provisions of Section 6.2, above. Additionally, copies of the agenda shall be made available to the public at the meeting.

Section 6.12. Public Hearings. Public Hearings shall be scheduled and due notice provided in accordance with the provisions of Chapter 106 (Zoning) of the City of La Porte Code of Ordinances and Chapter 211 of the Texas Local Government Code. Public Hearings are open forums conducted during meetings of the Commission that allow the public an opportunity to express their opinion on specific issues or matters before the Commission. Public Hearings are generally conducted in the following manner:

- a) The Chairman formally opens the Public Hearing.
- b) Staff presents the item of business.
- c) If there is an applicant for the item of business, then he/she is invited to speak.
- d) Proponents (those in favor) are invited to speak first. Such comments are limited to five (5) minutes per person.
- e) Opponents (those in opposition) are invited to speak second. Such comments are limited to five (5) minutes per person.
- f) The applicant is allowed an opportunity for rebuttal and to summarize their position.
- g) The Chairman formally closes the Public Hearing.
- h) Commission members may ask questions of any witness at any time, but may not take a substantive vote during the Public Hearing. After the Public Hearing is closed, members of the public may speak only to answer a question of a Commission member.

Section 6.13. Communication. Commission members shall be allowed to discuss items scheduled for a public hearing with other persons, including proponents, opponents, witnesses and city staff, outside of

the public hearing, subject to the requirements of the Texas Open Meeting Law. However, Commission members shall not announce or discuss a decision on those items outside of the public hearing.

Section 6.14. Notice of Decision. A written notice containing the decision of the Commission on items of business shall be forwarded to the City Council for all items that require City Council consideration. For those items where Council consideration is not required, written notice containing the decision of the Commission shall be forwarded to the originators of the request. City Staff shall provide the City Council with a summary report on the action taken by the Commission following each meeting.

ARTICLE 7: CONFLICT OF INTEREST

Section 7.1. Declaration of Conflict. Commission members shall declare a conflict of interest when he/she has a “substantial interest” in a business entity or in real property. A “business entity” is defined as a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, or any other entity recognized by law. A substantial interest in a business entity is established for a Commission member if any one (1) of the following scenarios occur, in accordance with Chapter 171 of the Texas Local Government Code):

- a) Own ten percent (10%) or more of the voting stock or shares of the business entity.
- b) Own ten percent (10%) or more of the fair market value of the business entity.
- c) Own \$15,000 or more of the fair market value of the business entity.
- d) Received funds from the business entity that exceed ten percent (10%) of the Commission member’s gross income for the previous year.

A substantial interest in real property is established for a Commission member if he/she has an equitable or legal ownership in real property with a fair market value of at least \$2,500 or more.

Alternatively, even if a Commission member does not have a “substantial interest” as defined in Chapter 171 of the Texas Local Government Code, a Commission member may declare a conflict to avoid an appearance of impropriety.

Section 7.2. Requirements. When declaring a conflict, Commission members shall do all of the following:

- a) Submit to staff the affidavit prepared by the La Porte City Secretary, prior to the meeting where the conflict is to occur.
- b) Announce the conflict of interest and state its general nature at the meeting.
- c) Abstain from any discussion or votes related to the matter which is the subject of conflict.
- d) Step down from the dais before the matter is considered by the remaining Commission members.

Section 7.3. Other Provisions. Commission members are also subject to general provisions applicable to city employees and officers prohibiting personal financial interests in business transactions with the city, as outlined in Section 8.02 of the City Charter, and restrictions on actions or participation in proceedings

benefiting the economic interests of the member, the member's family or employer, as established in the City Ethics and Conflict of Interest Policy.

ARTICLE 8: ABSENCES, REMOVALS, AND RESIGNATIONS

Section 8.1. Absences. Commission members are expected to attend all meetings. If unable to attend a meeting, it is the responsibility of the Commission member to notify City Staff of said absence at his/her earliest opportunity, and at least twenty-four (24) hours prior to the meeting. If a Commissioner is absent from more than twenty-five percent (25%) of the duly called meetings in any period of twelve consecutive months or is absent from more than two (2) duly called meetings in any period of twelve (12) consecutive months, whichever is greater, for any reason other than a medical reason which prevents the members attendance, such Commission will be subject to removal by the City Council.

Section 8.2. Removal. Commission members may be removed at any time by the City Council for nonperformance of duty, misconduct in office, failure to declare a conflict, or other reason specified by the City Council. Notice of such removal shall terminate the Commission member's duty to the Commission.

Section 8.3. Resignation. Commission members may resign from the Commission by sending a letter of resignation to the City Council and/or Commission Chairman.

ARTICLE 9: AMENDMENTS

These Rules, Regulations and Bylaws may be amended by majority vote of the Commission membership during any regular meeting, provided that all Commission members have received a copy of the proposed amendments at least 72 hours before the meeting at which such amendments are to be considered. City Council must approve any amendment to the bylaws made by the Commission.



August 5, 2016

Honorable Mayor Rigby and City Council
City of La Porte

RE: Special Conditional Use Permit Request #16-9100001

Dear Mayor Rigby and City Council:

As you are aware, Section 106-63 of the La Porte Code of Ordinances requires the adoption of bylaws to provide rules of conduct and procedures governing the Planning and Zoning Commission. Unfortunately, there were no record of such bylaws for the Commission. The Commission established a subcommittee to prepare and draft of bylaws for consideration. At the July 21, 2016 Planning and Zoning Commission meeting, those bylaws were presented and discussed. The Planning and Zoning Commission voted unanimously to recommend approval of the proposed Rules, Regulations and Bylaws of the Planning and Zoning Commission as presented in the agenda request. Final approval of the bylaws is required by the City Council before they go into effect.

Respectfully submitted,

Hal Lawler
Chairman, Planning and Zoning Commission

cc: Tim Tietjens, Director of Planning and Development
Department File

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested <u>August 22, 2016</u>	<u>Appropriation</u>
Requested By: <u>Patrice Fogarty</u>	Source of Funds: <u>N/A</u>
Department: <u>City Secretary</u>	Account Number: <u>N/A</u>
Report <input checked="" type="checkbox"/> Resolution: <input type="checkbox"/> Ordinance: <input type="checkbox"/>	Amount Budgeted: <u>N/A</u>
Exhibit: _____	Amount Requested: <u>N/A</u>
	Budgeted Item: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

SUMMARY & RECOMMENDATION

The La Porte City Council is authorized to make appointments to boards, commissions and committees. Staff has determined the following individuals have agreed to volunteer for another term should Council wish to appoint them.

Regarding the Building Codes Appeals Board – Consider new appointments or reappointing Tom Campbell (current Chairman) to Position 1 and appointing _____, to Position 2, (to replace Terry Bunch) to a three-year term expiring August 31, 2019, or until a successor has been appointed and qualified.

Regarding the Chapter 172 Employee Retiree Insurance and Benefits Committee – consider new appointment or reappointing Aaron Corrales as Retiree Representative, to a two-year term expiring August 31, 2018, or until a successor has been appointed and qualified.

Regarding the La Porte Development Corporation Board (EDC/4B) – consider new appointee Venessa Guerrero, nominated by Mayor Rigby, (to replace of Jay Martin), and consider reappointing Mike Clausen and Shelley Fuller, to a two-year term expiring August 31, 2018, or until a successor has been appointed and qualified.

Regarding the La Porte Fire Control Prevention & Emergency Medical Services District Board – consider new appointments or reappointing Danny Campise, Thomas Dye III, and Johnny Jones, to a two-year term expiring August 31, 2018, or until a successor has been appointed and qualified.

Regarding the La Porte Reinvestment Zone Number One (TIRZ 1) – consider ratifying Mayor Rigby’s appointment of Horace Leopard to Position 4, J.J. Meza to Position 6, Chester Pool to Position 7, and _____ to Position 2 (to replace Dave Turnquist), to a two-year term expiring August 31, 2018, or until a successor has been appointed and qualified.

FYI: TIRZ bylaws state if you are a Board member on the TIRZ, you are also a Board member on the Redevelopment Authority.

Regarding the La Porte Redevelopment Authority – consider ratifying Mayor Rigby’s appointment of Horace Leopard to Position 4, J.J. Meza to Position 6, Chester Pool to Position 7, and _____ to Position 2 (to replace Dave Turnquist), to a two-year term expiring August 31, 2018, or until a successor has been appointed and qualified.

Regarding the Southeast Texas Housing Finance Corporation Board of Directors – Consider new appointment or reappointing Betty Moore as a director to a one-year term expiring on August 31, 2017, or until a successor has been appointed and qualified.

Regarding the Planning & Zoning Commission – Consider new appointments or reappointing District 4 appointee Mark Follis; District 5 appointee Lou Ann Martin; and At-Large A appointee Wyatt Smith, to a three-year term expiring on August 31, 2019, or until a successor has been appointed and qualified.

Regarding the La Porte Area Water Authority – consider new appointment and/or reappointing two of the five directors: Charlie Perry and Ken Schlather, to a two-year term expiring August 31, 2018, or until a successor has been appointed and qualified.

Regarding the Zoning Board of Adjustment – Consider new appointments or reappointing Chester Pool to Position 1; T.J. Walker to Position 2; Rod Rothermel to Position 3; and Charles Schoppe to Position 4, to a two-year term expiring on August 31, 2018, or until a successor has been appointed and qualified.

Action Required by Council:

Consider making appointments to boards, committees and commissions.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>August 22, 2016</u>	<u>Appropriation</u>
Requested By: <u>Corby D. Alexander</u>	Source of Funds: <u>N/A</u>
Department: <u>Administration</u>	Account Number: _____
Report: <input checked="" type="radio"/> Resolution: <input type="radio"/> Ordinance: <input type="radio"/>	Amount Budgeted: _____
Other: <input type="radio"/> _____	Amount Requested: _____
Attachments :	Budgeted Item: <input checked="" type="radio"/> YES <input type="radio"/> NO

SUMMARY & RECOMMENDATIONS

This item to discuss the evaluation and review process for the Request for Proposals for Collection of Delinquent Tax and Municipal Court Fees has been placed on the Council agenda by Councilmembers Zemanek, Kaminski, and J. Martin.

Action Required of Council:

Provide direction to staff regarding review of the Request for Proposals for collection of delinquent tax and Municipal Court fees.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>August 22, 2016</u>	<u>Appropriation</u>
Requested By: <u>Traci Leach</u>	Source of Funds: _____
Department: <u>Administration</u>	Account Number: _____
Report: <input checked="" type="radio"/> Resolution: <input type="radio"/> Ordinance: <input type="radio"/>	Amount Budgeted: _____
Other: <input type="radio"/> _____	Amount Requested: _____
Attachments :	Budgeted Item: <input checked="" type="radio"/> YES <input type="radio"/> NO

- 1. Photo 1**
- 2. Photo 2**
- 3. Photo 3**

SUMMARY & RECOMMENDATIONS

This item to discuss donation bins in the City of La Porte has been placed on the agenda at the request of Councilmembers K. Martin, Kaminski, and Zemanek. The following locations have been observed to have donation bins:

- Dollar General – 10400 block of Fairmont Pkwy.
 - Kroger parking lot – 1000 block of S. Hwy 146
 - Walgreens parking lot – S. Broadway and Fairmont Pkwy.
 - Mega Fuel – Underwood and Spencer Hwy.
 - Nick's Auto – 4th Street and Main
 - Rizzuto Elementary parking lot
 - 900 Block of S. Broadway
 - 1000 Block of S. Broadway
 - 1000 Block of Texas Ave.
 - Sens Road
-

Action Required of Council:

Any action directed by Council.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

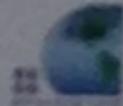
Clothing & Shoe
Recycling



Clothing & Shoe
Recycling



Thank You
for Your Support



THANK
YOU

**susan g.
komen®**
HOUSTON



CLOTHING & SHOES COLLECTION BOX

ACCEPTED ITEMS INCLUDE:

CLOTHING • SHOES • LINENS • TOWELS • HANDBAGS • BELTS • TOYS

For More Information Please Call: 1-866-758-4483

5300 N. BRAESWOOD BLVD., #4-331, HOUSTON, TX 77096 1-866-758-4483

**PORTION OF THE PROCEEDS WILL BE DONATED
ANNUALLY TO SUSAN G. KOMEN HOUSTON**

**WE DO NOT ACCEPT FURNITURE & APPLIANCES.
PLEASE DO NOT DUMP OUTSIDE THE DROP BOX.**





We appreciate
your donations

Recycling Center Clothing & Shoes

Reduce
Reuse
Recycle



No Electronics, No Appliances & No Appliances
No Stoves, No Dishwashers, No Washers, No Dryers



Council Agenda Item August 22, 2016

9. ADMINISTRATIVE REPORTS

- La Porte Development Corporation Board Meeting, Monday, August 29, 2016
- City Council Meeting, Monday, September 12, 2016
- City Council Meeting, Monday, September 26, 2016
- Planning and Zoning Commission Meeting, Thursday, September 15, 2016
- Zoning Board of Adjustment Meeting, Thursday, September 22, 2016

10. COUNCIL COMMENTS regarding matters appearing on the agenda; recognition of community members, city employees, and upcoming events; inquiry of staff regarding specific factual information or existing policies – Councilmembers Engelken, Earp, Clausen, J. Martin, K. Martin, Kaminski, Zemanek, Leonard and Mayor Rigby

11. EXECUTIVE SESSION

The City Council reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code, in accordance with the authority contained in:

Texas Government Code, Section 551.072 - Deliberation regarding Real Property: Meet with City Manager and City Attorney to discuss acquisition of real property in connection with Phase II of F216 Drainage Improvement.

Texas Government Code, Section 551.074 - Personnel Matter: Deliberation concerning the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, unless the officer or employee requests a public hearing: Corby Alexander, City Manager.

12. RECONVENE into regular session and consider action, if any, on item(s) discussed in executive session.

13. ADJOURN
