

LOUIS RIGBY
Mayor
JOHN ZEMANEK
Councilmember at Large A
DOTTIE KAMINSKI
Councilmember at Large B
DANNY EARP
Councilmember District 1



CHUCK ENGELKEN
Councilmember District 2
DARYL LEONARD
Councilmember District 3
KRISTIN MARTIN
Mayor Pro-Tem
Councilmember District 4
JAY MARTIN
Councilmember District 5
NANCY OJEDA
Councilmember District 6

CITY COUNCIL MEETING SPECIAL AGENDA

Notice is hereby given of a Special Meeting of the La Porte City Council to be held April 14, 2018, beginning at 8:30 AM, 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. DISCUSSION AND POSSIBLE ACTION - The purpose of this meeting is to discuss and formulate City Council and staff plans, operations, policies, and/or future projects, including the following:

- (a) Financial Overview - M. Dolby
- (b) Property Tax Rate Reduction (Councilmember Earp) - C. Alexander
- (c) City Attorney/City Prosecutor Options (Councilmember Earp) - C. Alexander
- (d) Public Works Facility Improvements (Mayor Rigby) - D. Pennell
- (e) Discuss GASB 75 and OPEB - M. Dolby
- (f) Parking Lot Renovation at Fairmont Park - (Councilmember Ojeda) - R. Epting
- (g) Library Security Cameras and Summer Reading Program - (Councilmember Ojeda) - R. Epting
- (h) Playground at Woodfalls Park (Councilmember Ojeda) - R. Epting
- (i) Fairmont Park West Park & Pool - (Councilmember Kaminski) - R. Epting
- (j) Recycling Options - (Councilmember Ojeda) - D. Pennell
- (k) Animal Testing Protocol - (Councilmember Ojeda) - K. Adcox
- (l) Decorative Street Lighting for S. Broadway - (Councilmember J. Martin) - R. Epting
- (m) Convert Klein Retreat into a Beach - (Councilmember Kaminski) - R. Epting
- (n) Vehicle Storage Regulations - (Councilmember Kaminski) - R. Mancilla
- (o) Gateway Flag Poles - (Councilmember Kaminski) - R. Epting
- (p) East Main Street Sidewalk Project - (Councilmember Kaminski) - D. Pennell
- (q) City Council Office Space (Councilmember Engelken) - J. Weeks
- (r) Medical Plan Performance Update - (Councilmember Earp) - M. Hartleib
- (s) F216 Channel De-silting/Cleaning - (Councilmember Earp) - D. Pennell
- (t) Lomax Roadside Ditches De-silting/Cleaning - (Councilmember Earp) - D. Pennell
- (u) Northwest Park Walking Trail - (Councilmember Earp) - R. Epting
- (v) Options/Ideas to revive Main Street (Councilmember Kaminski) - R. Cramer

3. 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 Ojeda, J. Martin, K. Martin, Kaminski, Zemanek, Leonard, Engelken, Earp and Mayor Rigby.

4. ADJOURN

The City Council reserves the right to meet in a 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 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 April 14, 2018 , agenda of items to be considered by the City Council was posted on the City Hall bulletin board and website on April 9, 2018.

Patrice Fogarty

Patrice Fogarty, City Secretary

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: April 14, 2018

Appropriation

Requested By: Michael Dolby

Source of Funds: _____

Department: Finance

Account Number: _____

Report: Resolution: Ordinance:

Amount Budgeted: _____

Other: _____

Amount Requested: _____

Budgeted Item: YES NO

Attachments :

1. Presentation

SUMMARY & RECOMMENDATIONS

Present financial overview for fiscal year 2018.

Action Required of Council:

Receive presentation.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

City of La Porte

City Council Retreat

Financial Overview



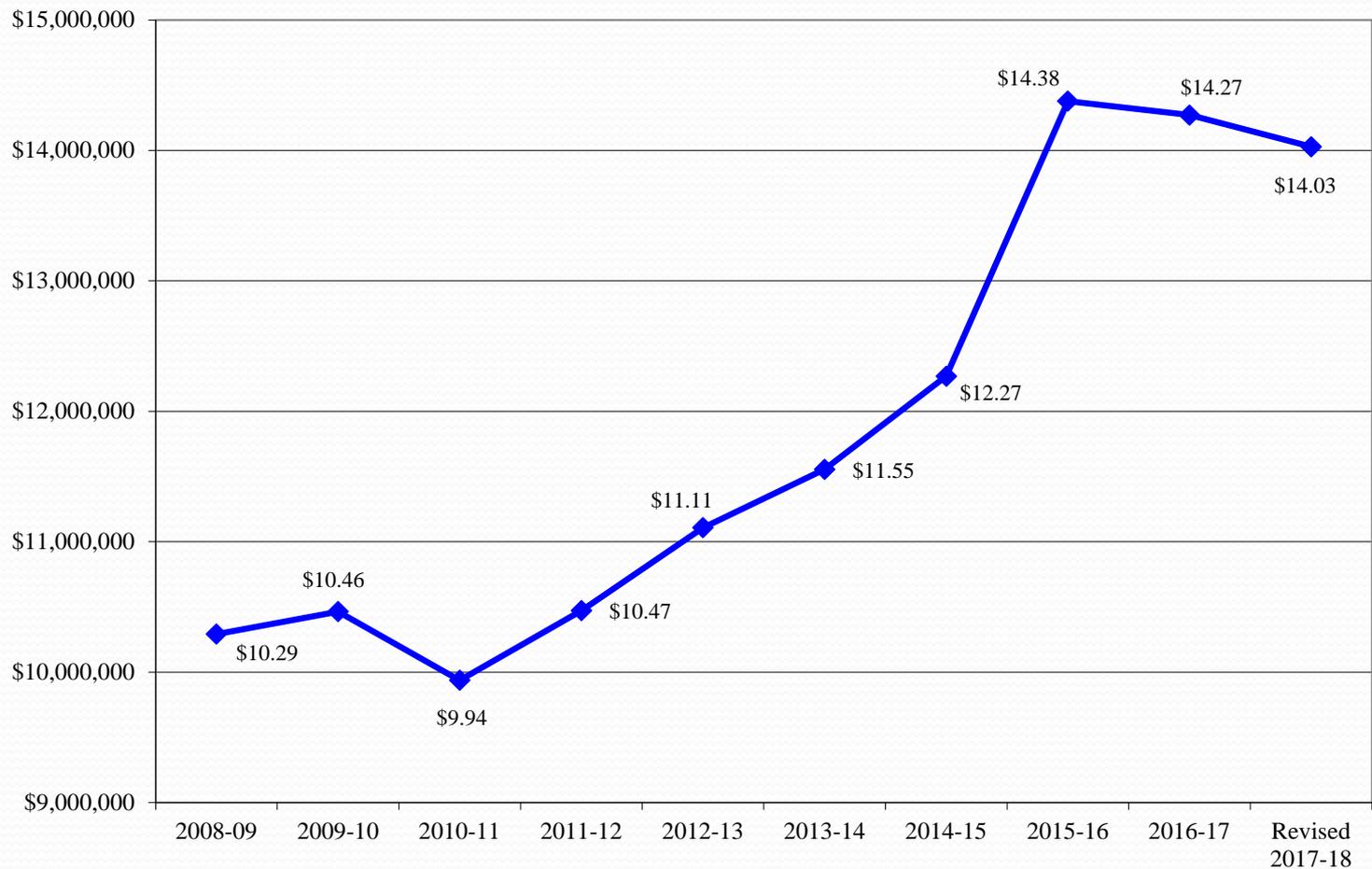


Property Tax Growth General Fund Current Tax Collections (O&M) 10 Year History



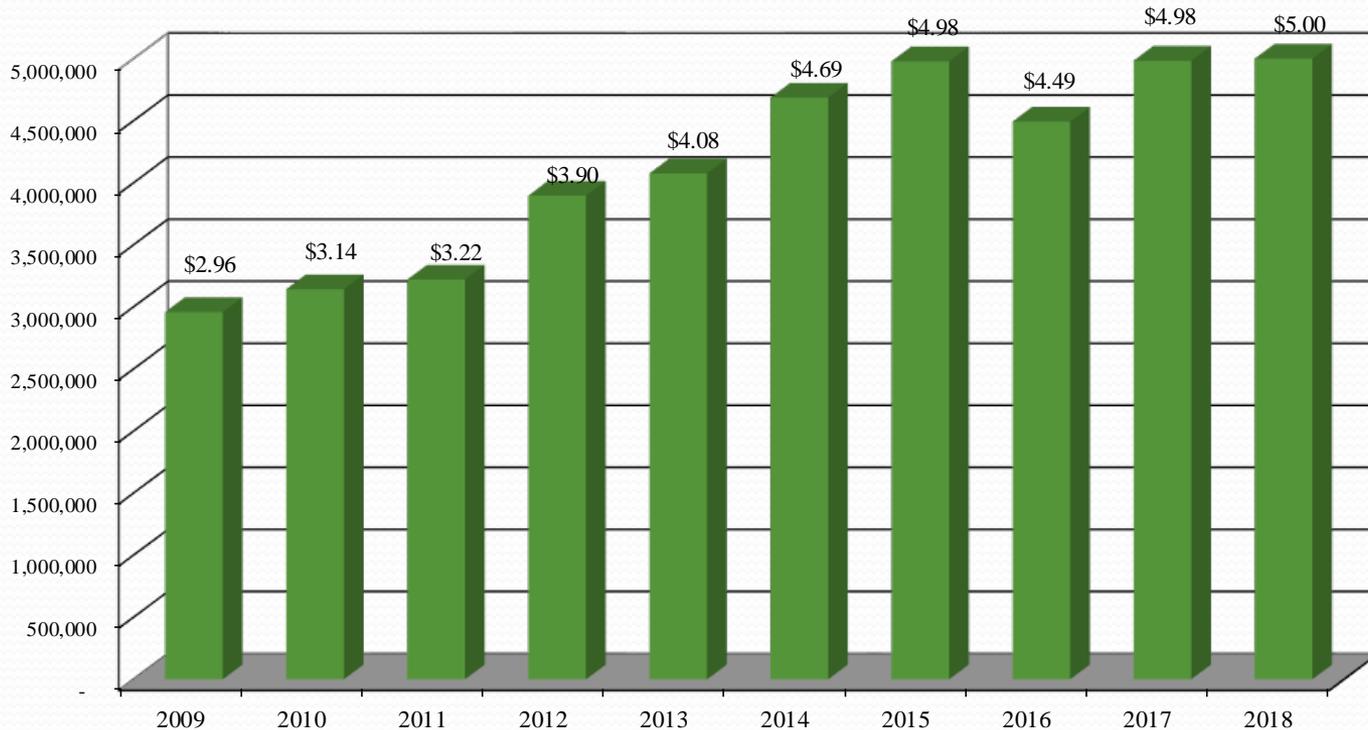


In-Lieu of Taxes Trends – General Fund





Sales Tax Trends – General Fund Historical Growth - 10 Years





General Fund

Statement of Revenues, Expenditures and Changes in Fund Balances For the Fifth Month Ended February 28, 2018 with Comparative Data for the Prior Year 42% of Year Lapsed

	Current Year				Prior Year		
	Budget	Actual Year to Date	Variance	Percent of Budget	Budget	Actual Year to Date	Percent of Budget
REVENUES							
Property taxes	\$ 17,960,500	\$ 18,031,481	\$ 70,981	100.40%	\$ 15,728,500	\$ 17,559,572	111.64%
Franchise taxes	2,428,769	368,876	(2,059,893)	15.19%	2,190,624	573,010	26.16%
Sales taxes	4,500,000	1,413,471	(3,086,529)	31.41%	4,425,000	1,171,768	26.48%
Industrial payments	13,375,000	14,023,790	648,790	104.85%	12,500,000	14,414,219	115.31%
Other taxes	90,000	24,622	(65,378)	27.36%	90,000	20,761	23.07%
Licenses and permits	491,500	350,860	(140,640)	71.39%	417,000	195,452	46.87%
Fines and forfeits	1,556,150	644,849	(911,301)	41.44%	1,598,200	727,971	45.55%
Charges for services	5,685,692	2,053,589	(3,632,103)	36.12%	5,517,747	2,225,299	40.33%
Interest	325,000	229,910	(95,090)	70.74%	150,000	137,982	91.99%
Miscellaneous	100,000	69,131	(30,869)	69.13%	86,200	81,614	94.68%
Total revenues	46,512,611	37,210,579	(9,302,032)	80.00%	42,703,271	37,107,648	86.90%



General Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fifth Month Ended February 28, 2018 with Comparative Data for the Prior Year
42% of Year Lapsed

EXPENDITURES	Current Year				Prior Year		
	Budget	Actual Year to Date	Variance	Percent of Budget	Budget	Actual Year to Date	Percent of Budget
General Government:							
Administration ¹	8,113,990	2,763,486	5,350,504	34.06%	7,786,074	2,890,605	37.13%
Finance	4,285,307	885,252	3,400,055	20.66%	4,145,962	1,136,783	27.42%
Planning & Engineering	1,625,053	550,529	1,074,524	33.88%	1,895,792	550,213	29.02%
Public Safety:							
Fire and Emergency Services	5,024,322	2,099,578	2,924,744	41.79%	4,840,716	1,846,709	38.15%
Police	13,296,879	5,073,170	8,223,710	38.15%	12,643,007	4,777,143	37.78%
Public Works:							
Public Works Administration	665,069	259,470	405,599	39.01%	494,575	166,645	33.69%
Streets	2,694,351	1,002,867	1,691,483	37.22%	2,714,256	984,590	36.27%
Health and Sanitation:							
Solidwaste	2,717,410	1,203,056	1,514,354	44.27%	2,597,984	1,106,755	42.60%
Culture and Recreation							
Parks and Recreation	4,542,309	1,506,382	3,035,927	33.16%	4,363,690	1,390,378	31.86%
Total expenditures	42,964,690	15,343,790	27,620,899	35.71%	41,482,056	14,849,820	35.80%
Excess (deficiency) of revenues over expenditures	3,547,921	21,866,789	18,318,867		1,221,215	22,257,828	

¹ Includes Admin, HR, MC, IT, City Secr, Legal, Emergency Management, City Council and Golf.



General Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fifth Month Ended February 28, 2018 with Comparative Data for the Prior Year
42% of Year Lapsed

	Current Year				Prior Year		
	Budget	Actual Year to Date	Variance	Percent of Budget	Budget	Actual Year to Date	Percent of Budget
OTHER FINANCING SOURCES (USES)							
Transfers in	126,614	52,756	(73,858)	41.67%	125,126	52,136	41.67%
Transfers out	(6,149,445)	(2,562,269)	3,587,176	41.67%	(5,766,878)	(2,402,866)	41.67%
Total other financing sources (uses)	(6,022,831)	(2,509,512)	3,513,318	41.67%	(5,641,752)	(2,350,730)	41.67%
Net change in fund balances	(2,474,910)	19,357,277	21,832,185		(4,420,537)	19,907,098	
Fund balances—beginning	42,899,564	42,899,564	-		39,914,871	39,914,871	
Fund balances—ending	\$ 40,424,654	\$ 62,256,841	\$ 21,832,185		\$ 35,494,334	\$ 59,821,969	



Penny on the Tax Rate

One penny on tax rate **\$ 502,811.55**

Tax rate decrease x 5.00 cents
\$2,514,057.74

Average Home Value in La Porte	\$	116,109
Less Homestead Exemption (20%)	\$	23,222
	\$	92,887
Tax at \$.71 cents per 100 Dollars valuation	\$	659.50
Tax at \$.66 cents per 100 Dollars valuation	\$	613.06
Annual Savings	\$	(46.44)

Industry will save \$200,044 per penny.



Utility Fund

Statement of Revenues, Expenditures and Changes in Fund Balances For the Fifth Month Ended February 28, 2018 with Comparative Data for the Prior Year 42% of Year Lapsed

	Current Year				Prior Year		
	Budget	Actual Year to Date	Variance	Percent of Budget	Budget	Actual Year to Date	Percent of Budget
Operating Revenues:							
User fees	\$ 8,316,050	\$ 3,450,618	\$ (4,865,432)	41.49%	\$ 8,215,400	\$ 3,500,246	42.61%
Operating expenses:							
Personal services	3,295,271	1,350,559	1,944,712	40.98%	3,318,895	1,227,299	36.98%
Supplies	267,810	87,664	180,146	32.73%	282,458	113,296	40.11%
Other services and charges	5,495,939	1,124,993	4,370,946	20.47%	4,516,826	1,522,835	33.71%
Total operating expenses	9,059,020	2,563,216	6,495,804	28.29%	8,118,179	2,863,430	35.27%
Operating income	(742,970)	887,402	1,630,372		97,221	636,815	
Nonoperating revenues (expenses):							
Interest income	85,500	40,762	(44,738)	47.68%	6,500	18,697	287.64%
Income before contributions and transfers	(657,470) [▼]	928,164	1,585,635		103,721	655,512	
Transfers in	2,300,000	958,333	(1,341,667)	41.67%	2,300,000	958,333	41.67%
Transfers out	(374,201)	(155,917)	218,284	0.00%	(599,759)	(249,900)	41.67%
Change in net assets	1,268,329	1,730,579	462,251		1,803,962	1,363,945	
Net position - beginning of the year	31,921,294	31,921,294	-		30,049,074	30,049,074	
Net position - end of the year	<u>\$ 33,189,623</u>	<u>\$ 33,651,873</u>	<u>\$ 462,251</u>		<u>\$ 31,853,036</u>	<u>\$ 31,413,019</u>	

Questions?



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 14, 2018</u>
Requested By: <u>Councilmember Danny Earp</u>
Department: <u>Administration</u>
Report: _____ Resolution: _____ Ordinance: _____

<u>Budget</u>
Source of Funds: _____
Account Number: _____
Amount Budgeted: _____
Amount Requested: _____
Budgeted Item: YES NO

Exhibit: Penny on the Tax Rate slide

SUMMARY & RECOMMENDATION

This item has been placed on the agenda at the request of Councilmember Danny Earp.

For the past 30 years, the City Council for the City of La Porte has held the total property tax rate of \$71 cents per \$100 of assessed valuation. The City of La Porte's tax rate is broken down into two pieces:

1. Maintenance & Operation (M&O) rate, which is \$0.605 and provides the funding for personnel costs, materials & supplies, contracted services and capital for General Fund expenditures. M&O rate is 85% of the total property tax rate.
2. Interest & Sinking (I&S) rate, which is \$0.105 and provides the funding for principal and interest payments for debt obligations for governmental fund type projects. I&S rate is 15% of the total property tax rate.

It is important to note the IDA payments are based on the City's tax rate. Based upon current property assessed valuations, One Cent on the Tax Rate = \$502,812 (both ad valorem taxes and industrial payments in lieu of taxes. According to Harris County Appraisal District, the average home value in La Porte is \$116,109. Once the Homestead Exemption of 20% is applied, an average homeowner will be assessed property tax on \$92,887. At the current tax rate of \$71 cents per \$100, the average homeowner pays \$659.50 per year for the City's portion of their property tax bill.

Councilmember Danny Earp has requested staff consider a \$5 Cent property tax reduction, which would reduce the total tax rate from \$71 Cents to \$66 Cents. This \$5 Cent reduction would save an average homeowner \$46.44 per year in their City taxes. Industrial District Companies (on aggregate) will save \$200,044 per penny or \$1 million for a \$5 Cent tax reduction. In total, a \$5 Cent property tax reduction will reduce revenue to the City approximately \$2.5 million fiscal year 2018-19. A property tax reduction of this significance is not sustainable; therefore, there would need to be discussion about possible General Fund expenditure reductions related to programs and projects.

Action Required by Council:

Consider the item presented and discussed and provide direction to staff.

Approved for City Council Agenda

Corby D. Alexander

Date



Penny on the Tax Rate

One penny on tax rate **\$ 502,811.55**

Tax rate decrease x 5.00 cents
\$2,514,057.74

Average Home Value in La Porte	\$	116,109
Less Homestead Exemption (20%)	\$	23,222
	\$	92,887
Tax at \$.71 cents per 100 Dollars valuation	\$	659.50
Tax at \$.66 cents per 100 Dollars valuation	\$	613.06
Annual Savings	\$	(46.44)

Industry will save \$200,044 per penny.

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 14, 2018</u>	<u>Appropriation</u>
Requested By: <u>Councilmember Danny Earp</u>	Source of Funds: _____
Department: <u>CMO</u>	Acct Number: _____
Report: <u>X</u> Resolution: _____ Ordinance: _____	Amount Budgeted: _____
Exhibits: _____	Amount Requested: _____
_____	Budgeted Item: YES NO

SUMMARY & RECOMMENDATION

This item is requested by Councilmember Danny Earp.

Most of our legal work is done by our Assistant City Attorney, a title which was never officially designated. For his services, the City pays \$95/hour for work done as our prosecutor and \$155/hour for City Attorney work. For fiscal year 2016-2017 the City paid \$131,279.90 in total for legal services, this is made up of 490 hours for regular City Attorney work and 582 hours for Prosecutor services. Also, the City provides health insurance coverage at a cost to the City for the City Attorney and Assistant City Attorney, which is estimated to cost \$20,844 per year.

Staff feels the City has three options:

1. Leave our situation as is.
2. Find a new City Attorney and/or Prosecutor to pay hourly.
3. Find a new City Attorney and bring in house.

Should Council choose to move forward with anything other than status quo, I suggest that staff prepare a RFQ to solicit response from area attorneys interested in being City Attorney or City Prosecutor or both. Council could then interview and make final selection. This process would need to be started as soon as possible, so that we could budget for any cost increases.

Action Required by Council:

Discuss the option(s) of which direction staff should take as it relates to the position of City Attorney.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 14, 2018</u>	<u>Budget</u>
Requested By: <u>Mayor Louis Rigby</u>	Source of Funds: _____
Department: <u>Public Works</u>	Account Number _____
Report: ____ Resolution: ____ Ordinance: ____	Amount Budgeted: _____
	Amount Requested: _____
	Budgeted Item: YES NO

Exhibit: Aerial Photo of PW

SUMMARY & RECOMMENDATION

This item has been placed on the agenda at the request of Mayor Louis Rigby.

The current Public Works Facility was constructed in 1981. The main building footprint is 17,500 square feet. The main building houses office space, warehouse, mechanic shop bays, service bays for Solid Waste, Streets, Drainage, Traffic, and Utilities. A wash bay for vehicles is on the east end of the building. Utilization of current space is distributed for Administrative Staff, the 4 Service Divisions and Equipment Services. In recent years, the positions of City Engineer, Engineering Technician, CIP Project Manager and Public Improvement Inspector have been moved to Public Works. A portion of the original training room and a meeting room were remodeled to accommodate needed office space. Currently employee meetings are being held at the Fire Training Facility. Currently, there is one shower at Public Works for over 95 field personnel. Downstairs office space is approximately 1475 square feet. Upstairs office space is approximately 1150 square feet. A breakdown of staffing is below.

Public Works Main Offices Breakdown & Staffing:

Administration	Engineering CIP / Inspections	Divisional Superintendents	Water Production	Warehouse / Parts Manager
5	4	4	4	2

Public Works Service Bays Breakdown & Staffing:

Equipment Services	Water Distribution / Wastewater Collection	Streets Drainage Traffic	Solid Waste
9	19	25	20

New Public Works Facility

With the increase in the size of the City's fleet over the years there is limited space in equipment services bay's for repairs. The current equipment services shop is limited in the amount of bay space for the repair of the large trucks and equipment in the Solid Waste, Streets and Utilities Divisions. Frequently equipment is repaired outdoors and delays occur due to weather. The current office space has become over crowded with the addition of the Engineering Division to Public Works. A new public works facility would allow provide for areas where space is currently limited or non-existent. A new public works facility would need to be hurricane wind rated to allow for Public Works personnel to stay onsite during an emergency and be readily available to respond immediately to any request for service.

In order to move forward with this project, a needs assessment would need to be conducted which would include questionnaires, interviewing key Public Works staff, assessing condition of existing facilities, preparing a space and site plan and preparing a report with recommendations needed for the new facility. Staff estimates this study would cost \$65,000.

Action Required by Council:

Consider the items presented and discussed and provide direction to staff.

Approved for City Council Agenda

Corby D. Alexander

Date

Existing Public Works Facility

Write a description for your map.

Legend

NC St

N 23rd St

Google Earth

©2018 Google



200 ft



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 14, 2018</u>
Requested By: <u>Michael G. Dolby, CPA</u>
Department: <u>Finance</u>

<u>Appropriation</u>
Source of Funds: <u>N/A</u>
Account Number: <u>N/A</u>
Amount Budgeted: <u>N/A</u>
Amount Requested: <u>N/A</u>

Report: Resolution: Ordinance:

Exhibits: CAFR Excerpt

Exhibits: _____

Exhibits: _____

Budgeted Item: YES NO

SUMMARY & RECOMMENDATION

The Government Accounting Standards Board (GASB) Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions, will be effective for fiscal year 2018. GASB 75 replaces the requirements under GASB 45, which required other post employment benefits (OPEB) to be disclosed annually on the City's financial statements. GASB 75 requires OPEB costs to be reported on the balance sheet, which will affect the City's net position or the amount of reserves available. Since the City promised its employees' health insurance upon retirement, the benefits are considered a liability of the City. The City provides a future defined benefit to its employees by paying for health benefits.

To calculate the liability, the City hired an actuary. The present value of all benefits expected to be paid to current plan members as of December 31, 2016 is \$55,233,488. The actuarial accrued liability, which is the portion of the \$55,233,488 attributable to service accrued by plan members as of December 31, 2016, is \$40,962,221. This liability will continue to grow unless steps are in place to lower it. As of December 31, 2016, there is \$0 in valuation assets available to offset the liabilities of the plan. The funded status of the plan, which is the ratio of plan assets to actuarial accrued liability, as of December 31, 2016 is 0.00%.

Rating agencies may look negatively on the City's financial outlook if steps are not taken to mitigate this liability. Staff is researching prefunding a trust which would set aside money to pay for retiree health insurance. In addition to setting aside money for future health cost, the liability will be reduced by interest earnings through investment of the funds, which thereby reduce future payments. Staff would like to invite consultants to attend a future council meeting and outline the benefits. The City currently operates under a pay as you go for retirees, which is approximately \$822,910 annually; this payment can be placed into the trust with any remaining contributions (to the trust) could be used to offset future liabilities.

Action Required by Council:

Discuss impacts of GASB 75 and funding options for OPEB.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

CITY OF LA PORTE, TEXAS

**SCHEDULE OF FUNDING PROGRESS
OTHER POST EMPLOYMENT BENEFITS PLAN**

FOR THE YEAR ENDED SEPTEMBER 30, 2017

Actuarial Valuation Date December 31,	Actuarial Value of Assets	Actuarial Accrued Liabilities	Unfunded Actuarial Accrued Liability (UAAL)	Percentage Funded	Annual Covered Payroll	Ratio of UAAL to Annual Covered Payroll
2012	\$ -	\$ 32,167,407	\$ 32,167,407	- %	\$ 19,908,162	161.6%
2014	-	30,887,738	30,887,738	- %	20,708,593	149.2%
2016	-	40,962,221	40,962,221	- %	21,823,962	187.7%

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: April 14, 2018

Requested By: Councilmember Nancy Ojeda

Department: Parks & Recreation

Report: Resolution: Ordinance:

Exhibits: Aerial of Fairmont Park Project Location

Picture of Current Parking Lot

Appropriation

Source of Funds: General Fund

Acct Number: _____

Amount Budgeted: _____

Amount Requested: _____

Budgeted Item: YES NO

SUMMARY & RECOMMENDATION

This item is requested by Councilmember Nancy Ojeda.

Fairmont Park is located at 3540 Farrington. The parking lot near the splash park and swimming pool is split into two sides. In 2016, the City refinished the larger portion of the parking lot that sits closest to the pool. This section was chosen at the time because the holes were extremely large. Currently, the smaller section has some cracking that is becoming more noticeable. The attached exhibits show the location of the parking lot, as well as a picture of the cracking.

The area is 70' x 120'. The estimate for replacement is \$60,000 and would include the following:

- Remove Old Asphalt - this includes old curb stops
- Replace Asphalt - base shall be prepared using lime slurry & crushed granite
- Install new Car Stops
- Paint Parking Lines

Action Required by Council:

Discuss the option of replacing the smaller parking lot at Fairmont Park and give staff direction for budgeting purposes.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

**Fairmont Additional Parking
Asphalt Project**



FAIRMONT PARKING LOT



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: April 14, 2018

Requested By: Councilmember Nancy Ojeda

Department: Parks & Recreation

Report: Resolution: Ordinance:

Exhibits: _____

Appropriation

Source of Funds: General Fund

Acct Number: _____

Amount Budgeted: _____

Amount Requested: _____

Budgeted Item: YES NO

SUMMARY & RECOMMENDATION

This item is requested by Councilmember Nancy Ojeda.

The request is to add security cameras to the library for approximately \$10,000 and to add \$3,000 for a summer reading program.

Action Required by Council:

Discuss the option of funding security cameras and a summer reading program at the La Porte Library and give staff direction for budgeting purposes.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

REQUEST FOR CITY COUNCIL AGENDA ITEM

<p>Agenda Date Requested: <u>April 14, 2018</u></p> <p>Requested By: <u>Councilmember Nancy Ojeda</u></p> <p>Department: <u>Parks & Recreation</u></p> <p>Report: <input checked="" type="checkbox"/> Resolution: <input type="checkbox"/> Ordinance: <input type="checkbox"/></p> <p>Exhibits: <u>Aerial of Woodfalls Park</u></p> <p>_____</p>	<p style="text-align: center;"><u>Appropriation</u></p> <p>Source of Funds: <u>General Fund</u></p> <p>Acct Number: _____</p> <p>Amount Budgeted: _____</p> <p>Amount Requested: _____</p> <p>Budgeted Item: YES NO</p>
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SUMMARY & RECOMMENDATION

This item is requested by Councilwoman Nancy Ojeda.

Woodfalls Park is located at 3801 Driftwood Drive. The park has a fishing pond, observation deck, waterfall, crushed granite walking trail in the detention area, 3 picnic tables, 3 trash cans, 3 barbecue pits, and minimal parking. The request was to install a playground at this park.

The placement of the playground is limited because the large area of open space is in the detention area. Due to flooding that occurs during and/or after rain events, placing a playground in this area is not recommended because it would sit in water and the playground fall surface would regularly wash away.

The only area that is out of a flood area is near the parking lot where two picnic tables, two cement pads, and two barbecue pits are currently located. Staff would need to remove those items, install bollards approximately eight (8) feet apart, and install the playground. The size of this area is approximately 3,375 square feet. Due to the size, staff would only be able to install one small play unit. We would not be able to install three (3) pieces to make this a drug free zone.

The cost including playground, borders, fall material, cement, and bollards is \$36,369.

Action Required by Council:

Discuss the option of adding a playground at Woodfalls Park and give staff direction for budgeting purposes.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 14, 2018</u>
Requested By: <u>Councilmember Dottie Kaminski</u>
Department: <u>Parks & Recreation</u>
Report: _____ Resolution: _____ Ordinance: _____

<u>Budget</u>
Source of Funds: _____
Account Number: _____
Amount Budgeted: _____
Amount Requested: _____
Budgeted Item: YES NO

Exhibit: 10/1/1978 Agreement with HOA
Exhibit: Fairmont Park West Park & Pool Aerial

SUMMARY & RECOMMENDATION

This item has been placed on the agenda at the request of Councilmember Dottie Kaminski.

On October 1, 1978, the City entered into a 40 year agreement with Fairmont Park West Community Improvement Association for the lease/rent of the park & pool property located at Oakmont Dr., Rustic Gate Rd. and Cedarhurst Dr. in the Fairmont Park West subdivision. The HOA paid \$40 in advance (\$1 per year for the 40 year agreement) for the right to operate and maintain the park & pool property.

The agreement is set to expire on September 30, 2018. The HOA has been in contact with staff and council concerning how the transition will occur. According to the agreement, upon termination of the agreement “any permanent improvements erected on the leased premises by the HOA shall be the property of the City.”

Recently, the HOA has approached the City about the concept of the HOA continuing to maintain and operate the park & pool, and the City would provide lifeguards at the pool. In order to better understand the costs associated with multiple options staff has prepared cost estimates.

Option – Demo the Pool (\$50,000)

- \$15,000 to demo pool and building (option to lower this \$2,000 if City decides to leave pool concrete in the ground).
- \$30,000 to backfill pool.
- \$5,000 contingency and possible Asbestos Abatement (if needed)

Option – City Provide Lifeguards (\$54,000)

- Lifeguard estimates are very hard to estimate. They are scheduled based on pool size, attendance and required rotations for breaks.
- When looking at this pool, staff would compare it to the City’s San Jacinto Pool. This budget is providing coverage based on Parks Department standards. From meeting with the HOA in the past and what they stated about lifeguards, staff does not believe that their contractor is providing adequate staffing at this pool.
- This budget does not include chemicals or utilities.

- This budget would be based on Parks Department current hours of operations as well, which is Monday to Sunday from noon to 7pm. If the hours are extended beyond this, staff would need to budget more funds.

Additionally, there is a possibility that the City would need to provide property and liability insurance coverage too; therefore, staff has estimated this cost to be \$300 per year.

Action Required by Council:

Consider the item presented and discussed and provide direction to staff.

Approved for City Council Agenda

Corby D. Alexander

Date

IV.

LESSEE shall not have the right to sell or assign this lease, or to sublet the leased premises, or any part thereof.

V.

This lease is entered into pursuant to the authority of City of La Porte Ordinance No. 705-I, passed and approved by the City Commission of the City of La Porte on the 20th day of September, 1978.

LESSEE certifies that it is a duly qualified homeowner's association, which meets the minimum standards promulgated by the United States Department of Housing and Urban Development, for qualification for FHA and/or VA loans; and that it has been incorporated as a Texas non-profit corporation.

LESSOR leases the demised premises to LESSEE, for operation by LESSEE as a park and recreation area, for the recreation of residents and their guests of Sections Two (2), Three (3), Four (4), and future Section Five (5), all in Fairmont Park West, all being subdivisions in the W. M. Jones Survey, A-482, Harris County, Texas, according to the respective maps or plats thereof which have been filed, or which hereafter may be filed, in the office of the County Clerk of Harris County, Texas, reference to which is here made for all purposes.

Section Two (2) has One Hundred Seventy-two (172) building sites; Section Three (3) has Two Hundred Twenty-five (225) building sites; Section Four (4) has Two Hundred Twenty-two (222) building sites; and Section Five (5) will, when developed, have approximately One Hundred Fifty-three (153) building sites.

VI.

LESSEE shall not place or suffer any Deed of Trust, Mortgage, Mechanic's, or any other type of lien, on the demised premises, or upon the permanent improvements thereon erected, and any person, firm or corporation making any loans

or advances to LESSEE, for such improvements, shall look solely to the revenues of LESSEE for the retirement of any such indebtedness by LESSEE.

VII.

LESSOR reserves the right, from time to time, acting by and through its City Commission, to establish minimum standards for the type and quality of facilities to be erected by LESSEE on the demised premises, and for the maintenance thereof, and for the staffing of such facilities; providing minimum ratios of off street parking, based upon the amount of acreage in the demised premises; and such other matters regarding the health, welfare, and safety, of the persons utilizing such facilities as the City Commission in its discretion may from time to time promulgate. Nothing contained in this lease shall be construed as a restriction upon the power of the City Commission of the City of La Porte, from time to time to promulgate, by Ordinance, such reasonable rules and regulations concerning the maintenance, operation, health, safety and welfare of the park facility herein demised, and of the persons utilizing the same.

VIII.

Ordinance No. 705-I of the City of La Porte, together with Exhibit "A" attached thereto, containing the current minimum standards of the United States Department of Housing and Urban Development, for homeowner's associations, are hereby incorporated by reference in this lease, and made a part hereof for all purposes.

IX.

LESSEE shall be obligated to maintain its leased premises in a good state of repair and neat appearance, and keep the grass mowed at all times. LESSEE shall provide adequate refuse containers on the demised premises, and regularly deposit the contents of same into such refuse containers as may be required by the LESSOR, from time to time,

or by such independent contractor as may serve the area, if the general area in which the demised premises is located is not provided refuse collection service by LESSOR. LESSEE shall provide necessary permanent sanitary facilities, telephone, and other services that may be required to protect the health, welfare and safety of LESSEE'S patrons.

X.

LESSEE agrees to obtain and maintain at its sole cost and expense, public liability insurance and property damage insurance on the leased premises to protect LESSOR and LESSEE against all loss or damage from the claims of all persons who may be in or on these premises by the invitation, consent or sufferance of LESSEE. Such public liability insurance shall have minimum bodily injury limits of One Hundred Thousand Dollars (\$100,000) for each person and Three Hundred Thousand Dollars (\$300,000) for each accident, and property damage limits of One Hundred Thousand Dollars (\$100,000) for each accident with respect to any accident occurring on the leased premises. LESSEE shall furnish LESSOR certificates of all insurance coverage.

XI.

LESSEE shall use due care and diligence in all activities and operations on the premises, and will indemnify and save harmless from any liabilities, loss, costs or other expense of any nature. LESSEE shall give LESSOR immediate notice of any matter covered hereby and shall forward to LESSEE every demand, notice, summons or other process received in any claim or legal proceeding covered hereby.

XII.

In case of bankruptcy or insolvency on the part of LESSEE, or in case of any receiver being appointed to take charge of the property, or any portion of the property of LESSEE, in or upon the premises hereby leased, then and in

such event the LESSOR may, at its option, declare this lease to be terminated or forfeited by the LESSEE; and LESSOR shall be entitled in such event to the immediate possession of such premises and no receiver, trustee in bankruptcy, or assigns for the benefit of creditors shall acquire in any such case any of the rights of the LESSEE hereunder; the landlord's lien, however, in such event, shall not cease and the liability of the LESSEE for the damages on account of breach of any obligation to be performed by the LESSEE under the terms of this lease shall continue and remain in full force and effect.

XIII.

Failure on the part of the LESSEE to perform any of the terms, agreements, conditions and covenants imposed by this lease shall, at the option of the LESSOR, cancel the lease and all rights of LESSEE shall be thereupon terminated and all buildings and permanent improvements placed on said Park by LESSEE shall become the property of the LESSOR; provided, however, LESSEE shall have sixty (60) days written notice from LESSOR in which to correct any default before cancellation. In the event that LESSEE fails to correct any such default during such sixty (60) day period, LESSOR, its agents or attorneys, shall have the right to re-enter and remove all persons therefrom without being deemed guilty of any manner of trespass and without prejudice to any remedies for arrears of rent or breach of covenant, or LESSOR, its agents or attorneys, may resume possession of the premises and re-let the same for the remainder of the term for the best rental it may obtain, for account of LESSEE, which shall make good any deficiency. The failure of the LESSOR to insist in any one or more instances upon performance of any of the terms or conditions of this lease shall not be construed as a waiver or relinquishment of the future performance of any such term or condition.

XIV.

Upon the termination of this lease, it is understood and agreed between the parties that any permanent improvements erected on the leased premises by LESSEE shall be the property of LESSOR.

XV.

LESSOR covenants that LESSOR has good right and lawful authority to execute this Lease, that throughout the term hereof LESSEE shall have, hold and enjoy peaceful and uninterrupted possession of all of the premises hereby leased and granted, subject always to the performance of the covenants, as herein provided to be paid and performed by LESSEE.

XVI.

Notices provided for in this Lease shall be sufficient if sent by registered mail, postage prepaid, addressed, if to LESSOR, to the City of La Porte, 604 W. Fairmont Parkway, Attention: Mayor, La Porte, Texas; and, if to LESSEE, to its registered agent, Eddie V. Gray, 707 Memorial Drive, Baytown, Texas 77520, or to such other respective addresses as the Parties hereto may designate in writing from time to time.

XVII.

Nothing in this Lease contained shall be construed as requiring LESSEE to allow the use of the demised premises by persons other than the lawful residents of the said Sections Two (2), Three (3), Four (4), and Five (5), Fairmont Park West Subdivisions, Harris County, Texas, and their invitees. However, members of the Association and their invitees shall be entitled to use of such facility on a non-discriminatory basis, subject to the reasonable rules and regulations of LESSEE.

XVIII.

All references herein contained to LESSOR and to LESSEE, shall be deemed to include the successors, assigns, and legal representatives of each.

IN WITNESS WHEREOF, the Parties hereto have hereunto signed and sealed this instrument in several duplicate originals, this the 1st day of October, 1978.

CITY OF LA PORTE (LESSOR)

By [Signature]
J. J. Meza, Mayor

ATTEST:

[Signature]
City Clerk

FAIRMONT PARK WEST COMMUNITY IMPROVEMENT ASSOCIATION, INC.

(LESSEE)

By [Signature]
Eddie V. Gray, President

ATTEST:

[Signature]
Secretary

THE STATE OF TEXAS §
§
COUNTY OF HARRIS §

BEFORE ME, the undersigned authority, on this day personally appeared J. J. MEZA, 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 consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 19 day of October, A.D. 1978.

[Signature]
Notary Public in and for Harris County, Texas



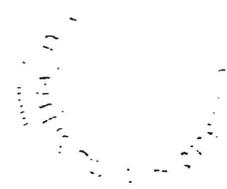
THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

BEFORE ME, the undersigned authority, on this day personally appeared EDDIE V. GRAY, 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 consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 19
day of October, A.D. 1978.



Notary Public in and for
Harris County, Texas



FAIRMONT PARK WEST COMMUNITY IMPROVEMENT ASSOCIATION PARK & POOL



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 14, 2018</u>
Requested By: <u>Councilmember Nancy Ojeda</u>
Department: <u>Public Works</u>
Report: _____ Resolution: _____ Ordinance: _____

<u>Budget</u>
Source of Funds: _____
Account Number: _____
Amount Budgeted: _____
Amount Requested: _____
Budgeted Item: YES NO

Exhibit: Estimated Cost for City Crew Collection
Exhibit: Waste Management 2017 Proposal
Exhibit: _____

SUMMARY & RECOMMENDATION

This item has been placed on the agenda at the request of Councilmember Nancy Ojeda. The current City recycling program includes a recyclable drop-off location at the Public Works yard, and curbside collection of brush and yard waste for transport by City crews to the Public Works yard where the material is shredded, composted, and converted to landscaping mulch that is made available free of charge to City residents.

Summary:

- The current City recycling program pays for itself. The brush recycling component of the program saved the rate payers over \$80,000 in FY 17. The cost of the recycle drop-off center for materials other than brush is about \$60,000/year. The net savings associated with the program in FY 17 was more than \$20,000 overall.
- The anticipated cost of a contracted curbside recycling program is \$4.00 - \$4.50/month/account. For 10,500 accounts, this translates to approximately \$504,000 - \$567,000 per year before considering landfill savings. Landfill savings would be approximately \$28,460 per year.
- The estimated cost for two-week collection by City crews is \$4.75 per month per household. The City cost to pick up curbside is driven up due to the current tipping fee at recycle facilities and the price paid for recyclable materials. Startup cost would be approximately \$1,194,000. Previous studies estimate that a curbside collection program would generate approximately 1144 tons/year of recyclables in La Porte (1000-tons/year more than is now processed at the current Public Works drop off location). Landfill fees are \$28.46/ton currently increasing annually by CPI-U. Current Single Stream Recycle tipping fee is \$25.00 a ton with an additional 35 mile drive over the landfill distance. The recycle fees and revenues are not particularly stable at this time due to the international market.
- The numbers for the sale of recyclables indicate a limited revenue potential in comparison with the collection cost. As an example, cardboard yields approximately \$5/ton baled. The labor cost to bale makes this cost prohibitive. There is no market for cardboard not baled.

- Staff is also considering the feasibility of adding two remote un-manned recycling drop-off locations to La Porte’s current recycling service. This will require additional staffing or utilizing contractor-serviced recycle containers (dumpsters). The location of the remote site(s) is another consideration. It is estimated that this option would require one additional staff at an annual cost of \$55,644.

Options:

- Continue the current voluntary program as-is.
- Consider adding single stream recycling dumpsters on a trial basis at two remote locations to be determined.
- Seek contractor proposals for a curbside recycling service.
- Purchase additional equipment and hire additional personnel to start in-house curbside recycling.

Action Required by Council:

Consider the items presented and discussed and provide direction to staff. Additional investigation and consultation with other agencies and/or service providers in the industry may be necessary depending on council direction.

Approved for City Council Agenda

Corby D. Alexander

Date

ESTIMATE COST OF CITY CREW COLLECTION
TWO 2 MEMBER CREW BI-WEEKLY CURBSIDE RECYCLING COLLECTION

LABOR COST:

DRIVER'S MONTHLY WAGE	\$4,470.00	
NUMBER OF DRIVERS	2	
DRIVERS' TOTAL MONTHLY WAGE	<u> </u>	\$8,940.00
LABORER'S MONTHLY WAGE	\$3,746.00	
NUMBER OF LABORERS	4	
LABORERS TOTAL WAGES	<u> </u>	\$14,984.00
WORKERS COMP/INJURY COST [1]		\$1,000.00
TOTAL MONTHLY LABOR COST		<u><u>\$24,924.00</u></u>

EQUIPMENT/SUPPLIES COST (BASE ON 8 YEAR AMORTIZATION):

REPLACEMENT COST PER TRUCK	\$177,000.00	
TOTAL NUMBER OF TRUCKS	2	
MONTHLY COST OF TRUCKS (DIVIDED BY 96 MONTHS)	<u>\$354,000.00</u>	\$3,687.50
MONTHLY COST OF CONTAINERS (BASED ON 12-YEAR AMORTIZATION. 10,500 X \$80/Bin). 96 gallon tote.	\$840,000.00	\$5,833.33
MONTHLY SUPPLY/SERVICES COST		<u>\$366.67</u>
TOTAL EQUIPMENT/SUPPLIES		<u><u>\$9,887.50</u></u>

MAINTENANCE COSTS (INCLUDES FUEL):

NUMBER OF TRUCKS	2	
MONTHLY GAS AND OIL COST PER TRUCK	\$1,400.00	\$2,800.00
MONTHLY MAINTENANCE COST PER TRUCK	<u>\$1,100.00</u>	<u>\$2,200.00</u>
TOTAL MAINTENANCE COSTS		\$5,000.00

Debt \$1,194,000 Start Up Cost over 10-years @ 4.50% [1] \$10,397.00

LANDFILL COSTS :

Below

COST SUMMARY:

LABOR PER MONTH	\$24,924.00	
EQUIPMENT/SUPPLIES PER MONTH	\$9,887.50	
MAINTENANCE PER MONTH	\$5,000.00	
LANDFILL SAVINGS	-\$2,371.00	
TIPPING FEE RECYCLABLES (1000 tons/yr Increase from Current)	\$2,083.00	
DEBT SERVICE START UP COST (10-YEAR TERM; 4.5%)	<u>\$10,397.00</u>	
TOTAL MONTHLY COST		<u><u>\$49,920.50</u></u>

AVERAGE MONTHLY COST PER HOME (10,500 homes) \$4.75

Annual Cost **\$599,046.00**

[1] Start up costs are approximately \$1,194,000 for trucks and bins.

PUBLIC SECTOR SOLUTIONS



Recycling Pickup

City of La Porte

July 27, 2017

Shanna Lopez, Manager, Public Sector Solutions

SMarti10@wm.com | (281) 627-4671



Executive Summary

On your website you say: “La Porte is a city with a vision. One vision is to be recognized as a top municipal corporation in the State of Texas.” Your Mission Statement says that you that “encourage excellence at all levels, creativity, and innovation to grow progressively with the community.”

Selecting Waste Management as your single stream recycling provider is one way to achieve your vision and mission statement. Like you, we, too have a mission: Ours is to maximize resource value while minimizing impact in order to further both economic and environmental sustainability for all of our stakeholders. Transparency is an important part of this mission. Accordingly, we are committed to consistent public disclosure and discussion of our own progress through the publication of a sustainability report every two years.

At the core of everything we do is our firm commitment to adhering to ethical business standards and practices; doing what is right in everything we do, every day. For the 11th year, we have been recognized by the Ethisphere Institute, a global leader in defining and advancing the standards of ethical business practices, for our ethical business practices. This honor recognizes our use of our values and culture as key underpinnings to the decisions we make that influence and drive positive change for our customers, employees, investors and other key stakeholders.

We believe our employees are our greatest assets. If we take care of them, they’ll take care of our customers, our communities, our shareholders, our environment and each other.

As a service organization, Waste Management relies upon its reputation for reliable service, compliance, safety, and sustainable innovation. Among our innovative practices is our early adoption of single stream recycling, which we will propose to you in great detail within our proposal document. Waste Management has worked with U.S. and International experts in material separation, image recognition technology, advanced screen, high-speed baling, “smart” computerization of processing systems and motor controls, and other separating and cleaning techniques to evolve the Single Stream approach to recyclables processing. We know what works and use only the best solutions for ongoing contracts. Single Stream recycling provides benefits in the following areas:

- Collection fleet efficiency and automation;
- Increased household recyclables yield; and
- Market transformation – gives the lowest cost recycling collection and processing alternative available.

Waste Management processes more material than any other recycler in Texas. We have continuously operated recycling facilities in the region for more than 40 years without service disruption. Waste Management currently provides processing and marketing services for recyclable materials from more than 140 facilities in North America, including 10 facilities in Texas.

To reduce expensive contamination at our materials recovery facilities (MRFs), we launched an innovative education program that helps instruct customers and communities on what is recyclable and what is not via our Recycle Often. Recycle Right. SM program. and continue to invest in educating customers and communities via our Recycle Often. Recycle Right. SM See additional information on Recycle Often. Recycle Right. SM on page 6 of this proposal or on our website: www.rorr.com.

PUBLIC SECTOR SOLUTIONS

The Best Value

Waste Management provides the best value for the City. Waste Management's financial strength is the foundation for its commitment to serve its customers, perform its obligations, and protect the environment in carrying out its broad waste management services. Our Public Sector and Operational Managers routinely collaborate with our cities and commercial accounts to share best practices from across the country to ensure our cities are meeting their goals for diversion, sustainability, and cost containment. We look to bring that excellence in partnership to help the City of La Porte establish a curbside single stream recycling program. We understand that part of the value of this partnership isn't simply managing costs; it is also identifying and recommending unique solutions for your unique needs.

Nearly 50 Years of Service to Texas

Waste Management of Texas, Inc. provides collection, disposal, and recycling services to municipal, commercial, industrial, and residential customers throughout Texas. Waste Management clearly understands the services required for recycling services and has the experience, expertise, and resources to address the City of La Porte's recycling needs. As the nation's leading environmental services provider, we are committed to enhancing the communities we serve, as well as acting as stewards for the environment. Please see Section 1 for a more detailed description of Waste Management's experience.



Section 1 - Waste Management Experience and Capabilities

Waste Management of Texas, Inc., was organized and incorporated in the State of Texas in 1966. We have been engaged in the present company and servicing municipal, commercial, industrial, and residential customers with leading comprehensive waste and environmental services for 50 years. Waste Management of Texas, Inc. is a wholly owned subsidiary of Waste Management Holdings, Inc., a Delaware corporation, which in turn is wholly owned by Waste Management, Inc., a Delaware corporation. Waste Management, Inc. is a publicly traded company. Waste Management Holdings, Inc., a direct subsidiary of Waste Management, Inc., owns 100 percent of the stock of Waste Management of Texas, Inc.

Waste Management 2016 Recycling Environmental Benefits

In 2016, we recycled 10.68 Million tons of aluminum, cardboard/paper, scrap metals, plastics, wood pallets, and glass.

These recycling efforts conserved the following resources:



117.5 Million Mature Trees

Represents enough saved timber resources to produce 1.99 Trillion sheets of printing and copy paper!

37.5 Million Cubic Yards of Landfill Airspace

Enough airspace to fulfill the annual municipal waste disposal needs for 48.1 Million people!

19.6 Billion Kw-Hrs of Electricity

Enough power to fulfill the annual electricity needs of 1.88 Million homes!

Avoided 31.4 Million Metric Tons (MTCO₂E) of GHG Emissions

That GHG reduction is equivalent to removing 6.61 million passenger cars from the road each year!

62.5 Billion Gallons of Water

Represents enough saved water to meet the fresh water needs of 27.8 Million people for a month!

Sources: U.S. Environmental Protection Agency, International Aluminum Institute, National Association for PET Container Resources, Institute of Scrap Recycling Industries, Earth Works Group Recycler's Handbook, One Earth Recycle, Bring Recycling.org, National Recycling Coalition, US Forest Products Laboratory, and Waste Management. © Waste Management 2017



PUBLIC SECTOR SOLUTIONS



Single Stream Recycling

stream recycling initiatives. We were the first major solid waste company to focus on residential single stream. The program has greatly increased the recycling rates, recovering as much as three times the amount of recyclable materials. We currently operate 43 single stream facilities.

Single stream is made possible through the use of various mechanized screens and optical sorting technologies. Waste Management continues to advance in the area of single-stream recycling, with efforts to make these programs easy and cost effective for commercial accounts, as well as residential.

Our recycling programs are perfectly tailored to each property to optimize participation and improve usability. In fact, we evaluate more than 50 different factors before creating a recycling system for your organization. We examine everything from the types of containers to proper signage to employee behavior to create comprehensive, turnkey solutions.

Merely placing recycling bins under a desk does not ensure that they will be used effectively. In order to maximize your recycling potential, our team of eco-consultants ensures proper visibility and signage and determines the necessary space requirements, collection and conveyance systems, and placement to boost ease of use.

The human element of a recycling program is very important. We examine attitudes and behaviors related to recycling and then create employee training and consumer education programs that boost excitement and participation in your program, multiplying the benefits of your initiative.

Finally, we use data tracking and reporting to analyze recycling rates to ensure that we are meeting or exceeding your goals. We give you confidence, knowing materials will be handled correctly. We have verification procedures put in place to ensure this.

Of all the programs currently in use, none comes close to matching the ease, acceptance, and cost-effectiveness of single stream recycling. Recent improvements in automated sorting and screening technologies have made it possible to cleanly separate a wide variety of material streams coming from a single source. Even fiber products, which previously needed to be manually source-separated from other recyclables to avoid costly contamination can now be part of a single stream recycling program, thanks to processing innovations that significantly reduce paper contamination levels. Ongoing improvements in this technology will provide even more improvement to the economic viability of single stream recycling programs.

PUBLIC SECTOR SOLUTIONS

List of Acceptable Recyclable Materials

The following are materials that Waste Management of Texas, Inc. will accept in the recycling program. These Recyclables must be loose, not bagged:

Aluminum food and beverage containers - empty	Glass food and beverage containers - brown, clear, or green - empty
Ferrous (Iron) cans - empty	PET plastic containers with the symbol #1 - with screw tops only - empty
HDPE natural rigid plastic containers with the symbol #2 (milk and water bottles) - empty	HDPE pigmented rigid plastic containers with the symbol #2 (detergent, shampoo bottles, etc.) - empty
Rigid plastic tubs or containers with symbols #3, #4, #5, #6, #7 - empty	Newsprint
Old corrugated containers	Magazines, glossy inserts and pamphlets
Catalogs	Cereal boxes; detergent, gift and snack boxes
Telephone books	Printer paper
Copier paper	Mail
All other office paper without wax liners	

Any material not listed above is a Non-Recyclable.

Non-Recyclable Materials include but are not limited to:

Bagged materials (even if containing Recyclables)	Microwave trays
Mirrors	Window or auto glass
Light Bulbs	Ceramics
Porcelain	Plastics unnumbered
Plastic bags	Coat hangers
Expanded polystyrene or polystyrene foam (e.g., foam packing peanuts)	Films (e.g., plastic grocery bags)
Glass cookware/bake-ware	Household items such as cooking pots, toasters, etc.
Flexible packaging and multi-laminated materials; foam products	Wet fiber
Any recyclable materials, or pieces of recyclable materials, less than 2" in size in any dimension	Fiber containing, or that has been in contact with, food debris or other contaminating material
	Materials: (a) that contain chemical or other properties deleterious, or capable of causing material damage, to any part of Company's property, its personnel or the public; and/or (b) that may materially impair the strength or the durability of the Company's structures or equipment.

Delivery Specifications for Recyclables

Single Stream Materials shall not contain more than 20% Non-Recyclables. If a load of material does not meet these specifications, the load may be rejected. Waste Management of Texas, Inc. has the right to dispose of all residue and contamination resulting from or remaining after processing of the materials.

PUBLIC SECTOR SOLUTIONS

Market Changes

The market for Recyclables continues to evolve and is volatile. As such, Waste Management of Texas, Inc. cannot make any representations as to the marketability of the Recyclables, and when no reasonable commercial market exists for a commodity, Waste Management of Texas, Inc. reserves the right to dispose of that material. Waste Management of Texas, Inc. also reserves the right to add or delete materials from the list of Recyclables based upon changes in market conditions, uncontrollable circumstances, governmental restraint, or changes in laws, rules, regulations, or ordinances, and Waste Management of Texas, Inc. will provide written notice to the City of those changes. The material processing facility reserves the right to dispose of particular Recyclables when no reasonable commercial market exists for a commodity. In the event that a change in applicable law or a material change in market conditions that has the effect of materially altering the terms of this contract or substantially affects the benefit(s) bargained for by the parties, the parties agree to amend the terms of the recycling portion of the contract to reflect the current market or legal conditions.



An Innovative Recycling Education Campaign

Recycle Often. Recycle Right.SM

The success and longevity of any city's recycling program is dependent on public education and outreach to residents. Without a multifaceted, targeted, and continuously evolving outreach program, a recycling program will not grow. Waste Management now has a turnkey public education program designed to complement and supplement the City's existing outreach efforts, and continue to move the recycling dial in La Porte.



The makeup and packaging of products we use every day are constantly changing, along with the definition of what is recyclable. La Porte residents want to do the right thing; however, all these changes have led to confusion over what is acceptable in their curbside bin, resulting in a "when in doubt, toss in the recycling" mentality and high contamination levels. A simple, fresh approach to recycling is needed to reduce confusion while still encouraging recycling to ultimately decrease contamination.

Traditional Public Outreach

Traditional outreach methods are still a vital foundation for recycling education. Waste Management has created Recycle Often. Recycle Right.SM branded materials to consistently reach residents via methods they are familiar with:

- Posters and handouts
- Cart decals
- Contamination tags
- Newsletter content
- Bill inserts
- Advertisements
- Websites.

La Porte's website is an important resource for residents with recycling questions. Waste Management can provide recycling articles, tips, and other information to help keep the site fresh and informative.

PUBLIC SECTOR SOLUTIONS

We also have created a website, RecycleOftenRecycleRight.com, which residents can visit to make a recycling promise, download recycling materials, and write in their own recycling questions.

Grassroots Community Outreach

Our experience and research show that face-to-face customer contact can be an effective method for encouraging recycling behavior. And, we are most likely to do what the people around us do. When people can visibly see that more people are recycling, they are more likely to participate. That's why getting out into the community on a regular basis is so important. Recycle Often. Recycle Right.SM is heavily focused on raising awareness at community events, and recruiting recycling ambassadors to share the recycling message organically. Tools include:

- Signature Community Event Toolkit. Community events like Earth Day are invaluable for conducting face-to-face public outreach with a large number of residents.
- MRF Tours. One of the best ways to teach residents about what is recyclable is to show them the process. Waste Management will invite community groups, school field trips, and promote to other interested parties a Materials Recovery Facility (MRF) tour or presentation that teaches the key recycling messages while showing residents the consequences of their actions straight from the source.



We invite you to visit RORR.com for some eye-opening facts, ideas and resources; and join the over 16 thousand others who have pledged to be Recycling Ambassadors!

Watch this short video to learn even more. Waste Management is 100% committed to make our world a greener place.

<https://www.youtube.com/watch?v=ZL7nkzcXZyU&feature=youtu.be>

Maybe it's time to rethink recycling.

Make the promise. Doing just these three things will make a huge difference.



Recycle all my empty bottles, cans and paper.



Keep food and liquids out of my recycling.



Keep plastic bags out of my recycling.

PUBLIC SECTOR SOLUTIONS

Recycling Facilities

Waste Management is pleased to offer two material recovery facilities (MRFs) to receive the city of La Porte's recycling. The Gasmer Drive MRF will be the primary facility, but we also have a secondary MRF available, the Houston Westside site. Following are details about these two facilities.

- ***Gasmer Drive MRF***

Owned and operated by WM Recycle America, LLC (a Waste Management company)

Current design capacities are 10,000 to 12,000 tons per month depending on the material and have more than enough capacity to take on new business.

Waste Management has a world-class maintenance preventative program that dictates how we maintain equipment and when to replace so that plant has no end life.

- ***Houston Westside***

Owned and operated by Greenstar Mid America, LLC (a Waste Management company)

Current design capacities are 10,000 to 12,000 tons per month depending on the material and have more than enough capacity to take on new business.

Waste Management has a world-class maintenance preventative program that dictates how we maintain equipment and when to replace so that plant has no end life.



Section 2 - Scope of Service

With Waste Management, the City of La Porte's recyclables will be collected safely and efficiently. Your recyclables will be processed to the highest standards, honestly and responsibly in a state-of-the-art processing facility, owned and operated by Waste Management. You can rest easy knowing that the community's recyclables are handled with the greatest environmental care.

For the City of La Porte, Waste Management recommends using 96 gallon carts for curbside single stream recycling collection. This type of recycling collection provides several advantages over bins—carts are cleaner than bins and the lids keep recyclables dry, which avoids the possibility of contaminated loads.

Waste Management proposes an every-other-week recycling pickup service. Of the approximately 10,500 La Porte residential customers, we would divide the town so that 5,250 residents receive recycling service one week and the other 5,250 the following week.



Vehicles

Waste Management will service the City of La Porte with automated side load (ASL) trucks. All of our vehicles are equipped with safety devices, which include the following:

- Drive-Cam - Monitors driver actions and behavior while operating the truck. Forward facing camera is invaluable for use in evaluating driver reaction to various traffic conditions and accident prevention, as well as accident investigation.
- Backup Camera - Provides in cab, wide-angle view of the area behind the truck whenever the truck is placed in reverse gear. Actively reduces potential for backing accidents and enhances pedestrian safety.
- Electric, Heated Rear View Mirrors - Provides fog and frost-free view on both sides of the truck. Mirrors are adjustable electronically from the driver's seat to provide an unrestricted view of the sides and rear on the truck. Driver does not have to leave the cab to make adjustments.
- Bus-Boy Mirrors - Angled convex mirrors located on the front of the truck allowing the driver an unrestricted view of the area immediately in front of the truck. Especially valuable when children and/or adult pedestrians are present.
- Trapezoidal Side Lights - Floodlights located about halfway down the side of the body that comes on automatically when the truck is shifted to reverse. Bright flood lighting illuminates both sides of the truck and roadway providing an added margin of safety while backing at night.
- LED Strobe Lights and Flashers - Provides the best possible rear of truck visibility for approaching motorists. Improves safety for helpers while working at the rear of residential service trucks.
- Sears Air Ride Drivers Seat - Provides added comfort and excellent ergonomics for the driver. Includes eight-way adjustability including lumbar support to help reduce driver fatigue and improve overall performance.
- Reflective Signage and Striping - Highly reflective rear of vehicle striping and signage to provide exceptional margin of safety and visibility when approaching trucks from the rear during nighttime hours.
- Heavy Duty Disc Brakes - Provide the very best stopping distance for heavy trucks in the industry. Exceeds all Federal Motor Vehicle Safety Administration requirements for heavy motor vehicle stopping distance.

PUBLIC SECTOR SOLUTIONS

- Four Braid Hydraulic Hoses - Part of Waste Management's standard truck body specification, doubling the safety margin against high-pressure hydraulic leakage.
- Plastic Shovels and Brooms - Plastic shovels and brooms reduce damage to customer property while cleaning up spillage and prevent hydraulic fluid leaks in our trucks caused by tool scrapes or dings on hydraulic cylinders and valves during clean out operations at transfer stations and landfills.



Waste Management uses Cascade carts in our municipal recycling contracts. Following are photos of these carts.

Manufacturer

- Cascade

Capacity

- 96 Gallon

Color

- Recycling - Green body with Yellow Lid

Method of Affixing Public Education and Outreach Information

- Custom in-mold Recycling
- Ability to attach during delivery

graphics on lid for Information packet to Cart



Example of Recycling Cart

Proposed Pricing for La Porte's Recycling Program



Curbside Recycling every other week

Curbside Recycling Collection every other week with WM Carts

Per home / Month Total: \$4.00



Waste Management Wants to Earn La Porte's Business

Waste Management believes we are uniquely qualified to be your single stream recycling service provider. We have many decades of single stream recycling experience and look forward to entering into a business partnership with La Porte by implementing this proposal. If you need any further information, please do not hesitate to call Shanna Lopez at (281) 627-4671 or by email at SMarti10@wm.com.

Thank you for the opportunity to respond to your request for an estimate for curbside single stream recycling. We are eager to be your recycling service provider.

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 14, 2018</u>	<u>Budget</u>
Requested By: <u>Councilmember</u>	Source of Funds: _____
Department: <u>Police- Animal Control</u>	Account Number: _____
Report: <input checked="" type="checkbox"/> Resolution: _____ Ordinance: _____	Amount Budgeted: _____
Exhibits: <u>Power Point Presentation- Animal Testing</u>	Amount Requested: _____
Exhibits: _____	Budgeted Item: YES NO
Exhibits: _____	

SUMMARY & RECOMMENDATION

This item is requested by Councilmember Ojeda.

Staff was asked to research options for providing basic disease testing for animals offered for adoption at the City's Animal Shelter. The attached Power Point presentation provides information detailing findings and recommendations for City Council's consideration.

Action Required by Council:

Consider request for funding.

Approved for City Council Agenda

Corby Alexander, City Manager

Date

Corby Alexander, City Manager

Date

La Porte Adoption Center and Animal Shelter Proposal for Testing Animals





History

The City of La Porte Adoption Center and Animal Shelter adopted out 457 animals in the year 2017.

- Animals are sometimes returned due to common diseases that we do not test for.
- They are returned due to cost of treatment.
- This year we had a gentleman adopt a dog and the dog tested positive for heartworms post adoption.



Current Protocol

- The Shelter currently provides basic vaccines as well as treatment for intestinal worms.
- Working with various community groups, the Shelter treats animals that are picked-up or become ill while at the Shelter.
- In general, the Shelter performs no testing on any animals.
- Citizens adopting animals from the Shelter are advised, in writing, that shelter animals are not tested for disease and that it is highly recommended that adopted animals be taken to a veterinarian as soon as practical after adoption to have such test performed. Animals can be returned to Shelter.



Proposal

Staff is recommending that the City implement a basic testing protocol for “adoptable” shelter animals, including:

- Heartworm test for all dogs. Dogs that come back positive for heartworm would be started on a basic heartworm medication regiment provided for through community donations. This is a long-term treatment that prospective new owners would have to be willing to continue.
- Feline combo test (feline HIV and/or leukemia) for all cats. As both of these conditions a fatal, cats testing positive would be euthanized.



Proposal cont.

- The recommended tests each give an indication of positive or negative.
- Tests should be administered, and diagnosis should be made, by a veterinarian or a vet-tech under the supervision of a veterinarian.
- Adopters would be able to make an informed decision when selecting an animal, making for lasting adoptions.



Current Testing Study

- The La Porte Adoption Center Advisory Board has approved \$1,500.00 out of the Donation Account to fund a two month study (April/ May).
- If the City would like to continue the testing protocol, however, it would have to be funded for the next fiscal year as the donation account cannot sustain funding for testing in the long-term.
- Testing is currently done by the Bayport Animal Hospital.
- Two vet techs visit the shelter for an hour a week at no charge for labor.
- All adoptable dogs and cats are tested.



First Proposal

Spencer Animal Hospital would send a vet tech twice a week and test the animals at the Adoption Center with the assistance of our staff.

- 104 visits at \$35.00 per visit. (\$3,640.00)
- 600 Dog tested at \$15.00 per test (\$9,000.00)
- 500 Cats tested at \$30.00 per test (15,000.00)
- Total Estimated Annual Cost: **\$27,640**



Second Proposal

Existing Animal Shelter staff would transport all animals to the Animal Clinic of La Porte to be tested. This Proposal would take a significantly larger amount of staffing hours to Complete.

- 600 Dogs tested at \$5.00 per test kit analysis and \$7.00 to administer it. (\$7,200.00)
- 500 Cats tested at \$17.50 per test analysis and \$7.00 to administer it. (\$12,250.00)
- Total Estimated Annual Cost: **\$19,450** (plus staff time, fuel, etc.)



Third Proposal

This proposal would not provide for the testing for all of animals brought into the shelter.

- Adopters/Fosters would be provided a voucher to have the testing performed.
- The adopter may return the animal for a refund the money if positive test results.
- The adopter could of course still keep the animal.
- 350 Dogs tested at \$5.00 per test kit analysis and \$7.00 to administer it. (\$4,200.00)
- 150 Cats tested at \$17.50 per test kit analysis and \$7.00 to administer it. (\$3,675.00)
- Total Estimated Annual Cost: **\$7875.00**



Fourth Proposal

Bayport Animal Hospital would send two staff members a week and test the animals at the Adoption Center with the assistance of our staff.

- No charge for labor
- 600 Dogs tested at \$4.00 per test their cost(\$2,400.00)
- 500 Cats tested at \$13.50 per test their cost(\$6750.00)
- Total Estimated Annual Cost: **\$9,150**



Annual Pricing

- Proposal One \$27,640
- Proposal Two \$19,450
- Proposal Three \$ 7,875
- Proposal Four \$ 9,150*

* The longevity of this price is unknown as the current vendor is doing the test at less than actual cost, more or less as a community service. The recommendation would be to fund at one of the other proposal levels for next fiscal year.



Conclusion

- Testing allows for the humane treatment of all animals taken into the shelter
- On site testing requires the least amount of staff time
- On site testing carries the least amount of risk
- Testing allows the public to make informed decisions on their adoptions
- Recommended to fund at Proposal One level.



Questions?



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: April 14, 2018

Requested By: Councilmember Jay Martin

Department: Parks & Recreation

Report: Resolution: Ordinance:

Exhibits: Map of Project Location

Picture of Current Lighting on Trail

Picture of Light Base

Appropriation

Source of Funds: General Fund

Acct Number: _____

Amount Budgeted: _____

Amount Requested: _____

Budgeted Item: YES NO

SUMMARY & RECOMMENDATION

This item is requested by Councilmember Jay Martin.

The request is to install decorative lighting on Broadway between Wharton Weems and Dwire. The length of this section is approximately 4400 linear feet. Lighting, like the ones we currently have on the San Jacinto Trail, would be spaced every 100 feet.

Broadway Street is on TxDOT's master plan to be widened to four (4) lanes at some point in the future. In speaking with TxDOT, they do not have any type of estimate for construction. Also, staff has made a call into a TxDOT Engineer to see if a project like this would be approved and what submittals would be required.

Staff determined a rough estimate for the project of \$480,700 based on the chart below.

44 Lights and installation	\$380,000
Engineering 10%	\$ 38,000
CenterPoint Cost 5%	\$ 19,000
SUB TOTAL	\$437,000
Contingency 10%	\$ 43,700
TOTAL	\$480,700

Action Required by Council:

Discuss the option of installing decorative lighting on Broadway from Wharton Weems to Dwire and give staff direction for budgeting purposes.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

CURRENT SAN JACINTO TRAIL LIGHT BASE



CURRENT LIGHTING ON SAN JACINTO TRAIL



Wharton Weems

**Trail Lighting Project
Phase 1**

City Limits



Oakhurst

Tide wood

Pine Bluff

Bayside Terrace

Shady River

Bay Oaks

Google Earth

29°37'42.96" N 95°00'44.12" W elev -3 ft eye alt 7520 ft

1978

© 2018 Google

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: April 14, 2018

Requested By: Councilmember Dottie Kaminski

Department: Parks & Recreation

Report: Resolution: Ordinance:

Exhibits: Aerial

Appropriation

Source of Funds: General Fund

Acct Number: _____

Amount Budgeted: _____

Amount Requested: _____

Budgeted Item: YES NO

SUMMARY & RECOMMENDATION

This item is requested by Councilmember Dottie Kaminski.

The request is to change Klein Retreat at Bayshore Park on Bayshore Drive into a public beach. Note that this would be a multi-year project. Staff would need to work with a design firm. Also, the design firm would need to work with the Army Corps of Engineers as well.

Currently, staff is planning to place bollards along Bayshore, which will prevent criminal mischief from occurring on the property after rain events. Interior roads will have bollards along Bayshore Drive that will allow the road to be roped off to prevent access to property and will allow City staff to remove the barrier upon special events that would require road access to the property. Additionally, staff is projecting to add "head-in" parking along Bayshore Drive and to front the bollards.

Action Required by Council:

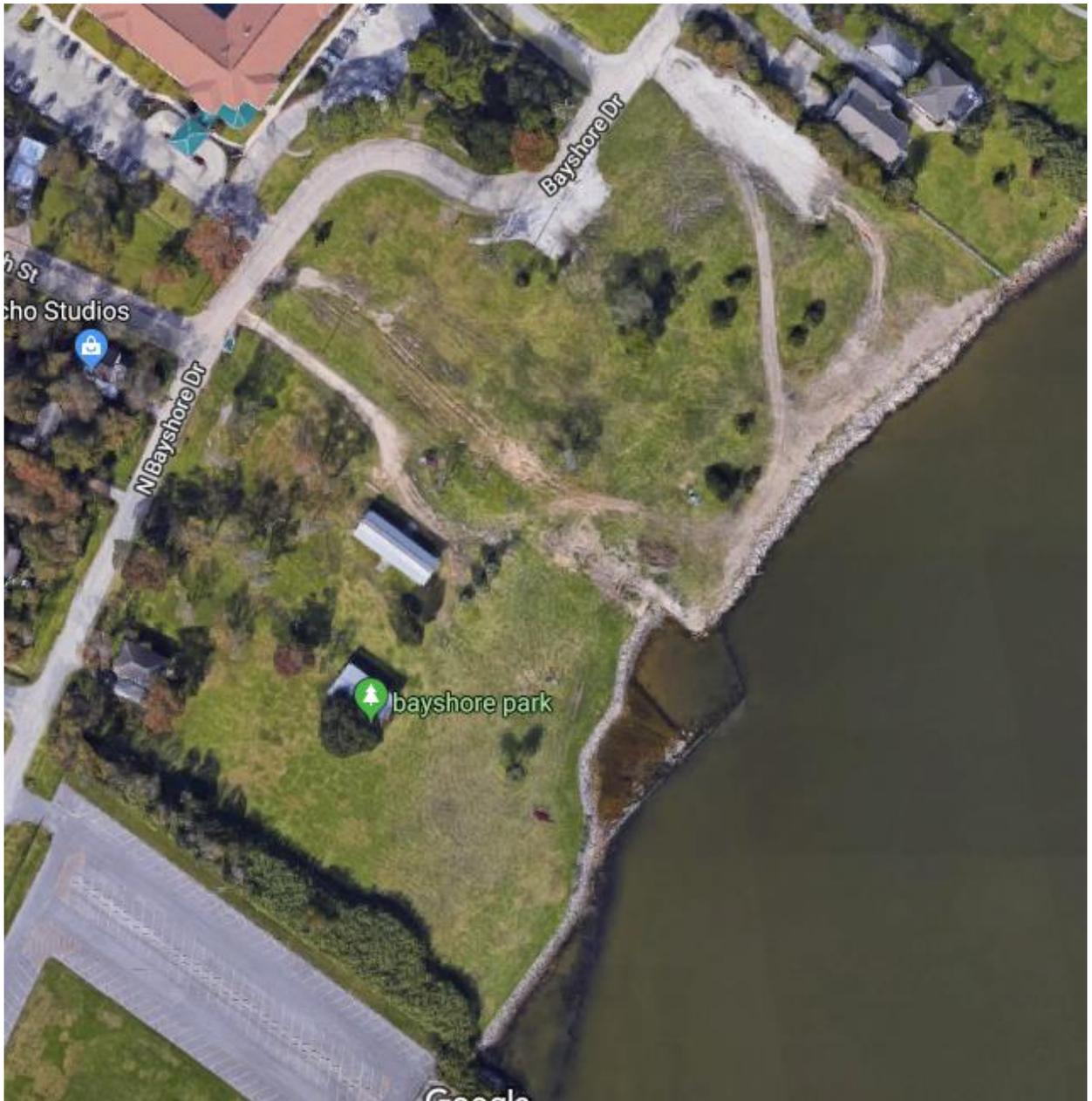
Discuss the option of changing Klein Retreat into a beach and give staff direction for budgeting purposes.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

KLEIN RETREAT AT BAYSHORE PARK



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 9, 2018</u>
Requested By: <u>Councilmember Dottie Kaminski</u>
Department: <u>Planning and Development</u>
Report: <input checked="" type="checkbox"/> Resolution: <input type="checkbox"/> Ordinance: <input type="checkbox"/>

<u>Appropriations</u>	
Source of Funds:	<u>N/A</u>
Account Number:	<u>N/A</u>
Amount Budgeted:	<u>N/A</u>
Amount Requested:	<u>N/A</u>
Budgeted Item:	<u>N/A</u>

Exhibits:

SUMMARY & RECOMMENDATION

This item was requested by Councilmember Dottie Kaminski.

Vehicle Lots – Currently there are some existing vehicle storage lots located in the city. To clarify these are not considered junkyards or junk vehicle lots. These sites are considered storage for vehicles in transition to another site. Staff determined this would be classified under NAICS Code 493190 – Other Warehousing and Storage which specifically references Automobile Dead Storage. All uses under NAICS 493 – Warehousing and Storage are allowed by right in areas Zoned LI or HI as long with the restriction that the site is adjacent to high frequency truck roads as shown on the High Frequency Truck Road Map.

This topic was discussed in the Chapter 106 subcommittee as part of the review and one of the recommendations will be to add a footnote specific to 493190 – Other Warehousing and Storage. The note would be as follows, *Automobile dead storage must be fully contained within an enclosed building. Use must be located adjacent to high frequency truck roads as shown on High Frequency Truck Road Map.*

Vehicles/Boat/Trailer Storage – Currently the city has no restrictions on the number of vehicles (automobiles and boats on trailers) that may be stored on site.

Chapter 106-773 reads as follows:

- In residential zones, all materials and equipment shall be stored within a building or fully screened so as not to be visible from adjoining properties and any public right-of-way, except for the following:
 - o (3) Off-street parking of passenger vehicles and light trucks, as defined in this chapter

Chapter 106-837 (6) reads as follows:

- In the case of single-family, two-family, and townhouse dwellings, parking shall be prohibited in any portion of the front yard except designated driveways or one open, surfaced space located on the side of a driveway, away from the principal use. Such extra space shall be surfaced with concrete or bituminous material, with the exception of those properties in the Large Lot District which may be unpaved.

Staff's interpretation is that per section 773, the code doesn't regulate location of the vehicles and in fact states that it doesn't need to be screened. When taking into account section 837, if the vehicle is located in the front yard then it must be on a driveway or other paved area.

Action Required by Council:

Provide direction on any additional restrictions or regulations that Council would like to see researched or considered for the subject topics.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: April 14, 2018

Requested By: Councilmember Dottie Kaminski

Department: Parks & Recreation

Report: Resolution: Ordinance:

Exhibits: _____

Appropriation

Source of Funds: General Fund

Acct Number: _____

Amount Budgeted: _____

Amount Requested: _____

Budgeted Item: YES NO

SUMMARY & RECOMMENDATION

This item is requested by Councilmember Dottie Kaminski.

The request is to place flagpoles at the entryway sign on State Highway 146 that are visible when driving from Baytown towards La Porte. The flagpoles would be 40 feet tall (5 feet of which would be in the ground)

Option 1 – Two (2) Flagpoles: \$6,102

These poles would have the option of holding two flags on each pole. It would be a similar to the set-up at City Hall. Currently, we have lighting that can be used for this, so there is no additional lighting expense.

Option 2 – Three (3) Flagpoles: \$9,568

These poles would have one flag on each pole (US, Texas, and City). If three poles were chosen, one solar light would need to be added.

Action Required by Council:

Discuss the option of installing two (2) or three (3) flagpoles and give staff direction for budgeting purposes.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: April 14, 2018

Requested By: Councilmember Dottie Kaminski

Department: Public Works

Report: Resolution: Ordinance:

Exhibits: Location Map
Construction Cost Estimate

Appropriation

Source of Funds: General Fund

Acct Number: _____

Amount Budgeted: _____

Amount Requested: _____

Budgeted Item: YES NO

SUMMARY & RECOMMENDATION

This item has been placed on the agenda at the request of Councilmember Dottie Kaminski.

The City adopted a trail masterplan in 2003 that outlined a plan to improve the connectivity of pedestrian and bicycle traffic throughout the City. Since the plan's adoption, the City has made great progress implementing and constructing portions of the trail system.

While the plan does improve mobility throughout many areas of the City there are locations not in the plan that should be considered. One such area that is not included as a site for a trail per the plan is along East Main Street from South Broadway to the eastern city limit line.

The proposed trail would be installed beginning at Five Points and extend to S. Blackwell, a length of approximately 4,000 linear feet. The trail would be 6 foot wide and installed on the south side of the street and be buffered by a slotted curb similar to that along S. Broadway. At locations where the proposed trail interfaces with existing drives and intersections, the drives will be replaced and ADA ramps will be installed as required at intersection.

Construction cost is estimated at \$370,000. Survey and Design services costs are estimated at 16% or \$60,000. Total estimated cost is \$430,000.

Action Required by Council:

Provide direction regarding installation of a trail along E. Main Street from S. Broadway to S. Blackwell Street.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date



**PROPOSED 6
FOOT SIDEWALK**

Legend

- Parcels
- Streets
- City Limits
- Railroad
- Drainage Channels

Disclaimer: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. Gov. C. §2501.102. The user is encouraged to independently verify all information contained in this product. The City of La Porte makes no representation or warranty as to the accuracy of this product or to its fitness for a particular purpose. The user: (1) accepts the product AS IS, WITH ALL FAULTS; (2) assumes all responsibility for the use thereof; and (3) releases the City of La Porte from any damage, loss, or liability arising from such use.



City of La Porte
 604 W. Fairmont Parkway
 La Porte, TX 77571
 (281) 471-5020
 www.laportetx.gov

La Porte GIS Mapping

1" = 786'



BASE BID						
ITEM NO.	SPEC. NO.	BID ITEM DESCRIPTION	UNIT	QUAN.	UNIT PRICE	AMOUNT
1	-	Mobilization (LIMIT TO 5% OF TOTAL)	LS	1	\$15,295.75	\$15,295.75
2	562	Preparation of Right of Way	LS	1	\$15,000.00	\$15,000.00
3	13	Remove Existing Concrete Sidewalk and Curb	SY	111	\$8.00	\$888.89
4	105	Concrete Sidewalk (6' Wide) Including Cement Stablized Sand	SY	2267	\$50.00	\$113,333.33
5	105	Concrete Slotted Curb	LF	3400	\$8.00	\$27,200.00
6	105	Curb Ramp (Type 7)	EA	22	\$1,200.00	\$26,400.00
8	108	Adjust Valve Boxes to Grade	EA	10	\$200.00	\$2,000.00
9	109	Concrete Driveway Replacement Commerical Strength	SY	13	\$75.00	\$975.00
10	109.1	Concrete Driveway Replacement	SY	272	\$60.00	\$16,320.00
11	110	Roadside ditch Regrading	LF	3400	\$7.50	\$25,500.00
12	162	Block Sodding (16" wide Sod)	SY	2267	\$5.00	\$11,333.33
14	340	Asphalt Pavement Repair	SY	39	\$40.00	\$1,564.44
15	450	Pedestrian Rail	LF	60	\$90.00	\$5,400.00
16	500	Relocate Existing Mail Boxes	EA	8	\$200.00	\$1,600.00
17	500	Relocate Existing Roadway Signs	EA	2	\$200.00	\$400.00
19	550	Storm Box Adjustments	LS	1	\$25,000.00	\$25,000.00
20	660	Reflectorized Pavement Markings for Crosswalks and Stop Bars (Type 1) (24" White)	LF	300	\$10.00	\$3,000.00
21	671	Installation and Maintance of Traffic Control Devices	LS	1	\$5,000.00	\$5,000.00
22	501	Tree Protection	LS	1	\$5,000.00	\$5,000.00
23	560	SWPPP Requirements (Silt Fence, Inlet Protection, Construction Entrances)	LS	1	\$10,000.00	\$10,000.00
24	-	Site Restoration	LS	1	\$10,000.00	\$10,000.00
					Subtotal	\$321,210.75
					Contingency (15%)	\$48,181.61
					Project Total	\$369,392.36

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 14, 2018</u>
Requested By: <u>Councilmember Chuck Engelken</u>
Department: <u>Administration</u>
Report: _____ Resolution: _____ Ordinance: _____

<u>Budget</u>
Source of Funds: _____
Account Number: _____
Amount Budgeted: _____
Amount Requested: _____
Budgeted Item: YES NO

Exhibit:
Exhibit:

SUMMARY & RECOMMENDATION

This item has been placed on the agenda at the request of Councilmember Chuck Engelken.

The City of La Porte nine council members are provided office space within City Hall. Mayor Louis Rigby and Councilman Jay Martin have offices within the City Manager's Office. Councilmembers Danny Earp, Dottie Kaminski, John Zemanek, Nancy Ojeda and Kristin Martin have offices along the hallway directly behind Council Chambers. Councilman Chuck Engelken has an office within the City Secretaries Office, while Councilman Daryl Leonard has an office across from the CSO's office in the Human Resources hallway.

Action Required by Council:

Consider the item presented and discussed and provide direction to staff.

Approved for City Council Agenda

Corby D. Alexander

Date

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>04-14-18</u>
Requested By: <u>Matt Hartleib</u>
Department: <u>Admin – Human Resources</u>
Report: <u>X</u> Resolution: _____ Ordinance: _____

Exhibits: 2017 Year End Plan Review

Exhibits: Plan change update

<u>Budget</u>
Source of Funds: <u>Insurance Fund</u>
Account Number: <u>014-6144-515</u>
Amount Budgeted: <u>\$7,634,287</u>
Amount Requested: _____
Budgeted Item: <u>YES</u> NO

SUMMARY & RECOMMENDATION

Effective 1/1/2018, approved plan design and pricing structure changes went into effect for the City’s medical plan. Based on data for the first two months of 2018, these changes are on track and being implemented as planned. Additional plan data in the coming months will provide a more accurate picture of the plan’s performance on which projections can be made for the 2019 plan year.

Action Required by Council:

Approved for City Council Agenda

Corby Alexander, City Manager

Date

Where Experience and
Independence Matter

Corporate Benefits Consulting
Insurance Planning Services
Retirement Plan Consulting



City of La Porte 2017 Plan Year Review Meeting



Brent A. Weegar, MBA
Principal

Julian Fontana
Employee Benefit Specialist

Brian Wilson
Account Manager

Rasha Sharhan
Benefits Analyst

February 27, 2018



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- I. Overview*
- II. Financial Reports*
- III. Plan Utilization Review*
- IV. 2018 Renewal Recap*
- V. Strategic Recommendations*
- VI. Renewal / RFP Timeline*

I. Overview



Overview

The City of La Porte has retained IPS Advisors to provide analysis and recommendations for its health and welfare benefits plans for the 2018 plan year. The purpose of this meeting is to provide an update to year end financial results and utilization data and begin initial discussions on strategic planning for the 2019 plan year.

Financial Results

Total per capita claims increased +7.7% in 2017 overall, medical claims cost increased +18.7% while prescription claims cost decreased -14.8%. There were 3 claimants with claims in excess of the \$165,000 ISL, large claimants represented 38.7% of the plan's total claims. The number of large claimants was up from 12 in 2016 to 17 for 2017. Plan expenses, claims and fixed costs minus stop loss reimbursements finished at 99.94% of plan year funding.

Based on the favorable plan performance and plan modifications introduced 1/1/2018 no increase in plan funding was recommended for 2018.

Moving Forward

As the City moves forward in evaluating strategic planning initiatives non-traditional plan components including but not limited to high performance provider networks, utilization management, health risk management, and pharmacy benefit management strategies will be key elements in controlling future health care costs. IPS is evaluating which specific benefit strategies may be appropriate and will present later for your review.

The City completed an RFP process for Dental, Life and AD&D, Long Term and Short Term Disability and Employee Assistance Plan services for the 2018 plan year. Vision insurance was in a rate guarantee and does not renew until 1/1/19. The self funded medical plan administration with Aetna is in year 2 of a 3 year contract. IPS is monitoring the Stop Loss Reinsurance and will make a recommendation on whether an RFP is needed later this year.

II. Financial Reports

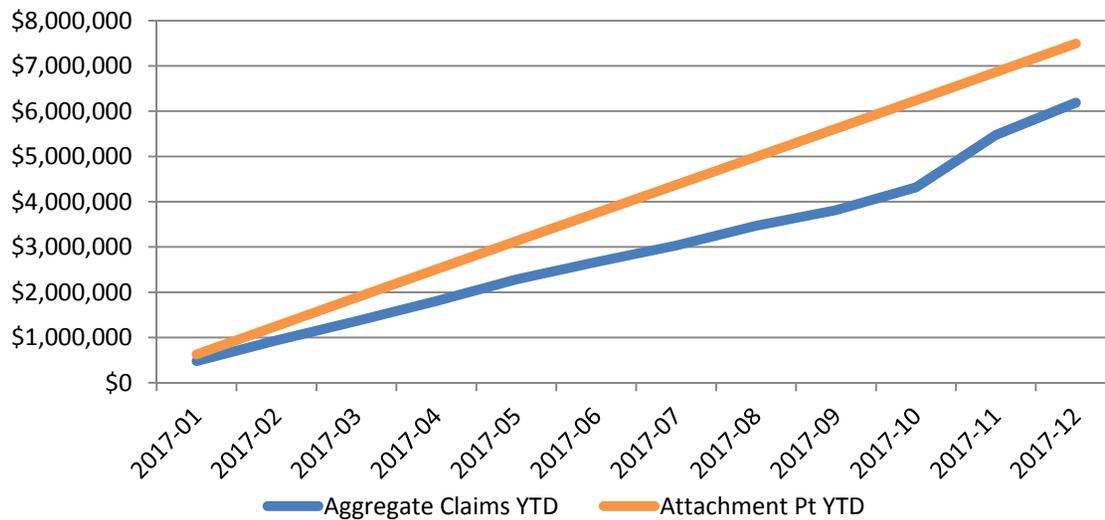


Health Plan 2017 Financials

Month	Subscribers	Medical Claims	Rx Claims	Stop Loss Reimbursements	HRA Claims	Total Claims	Admin Fees	Stop Loss Premium	Total Plan Costs
Jan-16	408	\$299,346	\$172,224	\$0	\$16,619	\$488,190	\$16,822	\$32,711	\$537,722
Feb-16	404	\$377,894	\$176,497	\$0	\$35,299	\$589,690	\$16,660	\$32,480	\$638,831
Mar-16	404	\$401,973	\$206,033	\$0	\$24,873	\$632,879	\$16,660	\$32,539	\$682,078
Apr-16	410	\$284,823	\$161,677	\$0	\$13,337	\$459,837	\$16,902	\$32,855	\$509,595
May-16	409	\$221,114	\$159,846	\$0	\$15,857	\$396,817	\$16,862	\$32,812	\$446,491
Jun-16	411	\$347,852	\$138,125	\$0	\$7,741	\$493,718	\$16,943	\$33,073	\$543,733
Jul-16	412	\$337,330	\$171,235	\$0	\$6,114	\$514,679	\$16,983	\$33,116	\$564,777
Aug-16	393	\$410,942	\$164,699	\$0	\$11,013	\$586,654	\$16,217	\$31,657	\$634,529
Sep-16	390	\$243,539	\$162,292	(\$63,341)	\$3,497	\$345,987	\$16,096	\$31,587	\$393,671
Oct-16	388	\$450,425	\$134,602	(\$48,434)	\$4,044	\$540,637	\$16,016	\$31,501	\$588,154
Nov-16	387	\$365,421	\$147,664	(\$21,390)	\$2,720	\$494,415	\$15,976	\$31,400	\$541,790
Dec-16	392	\$286,917	\$172,176	(\$36,955)	\$1,675	\$423,813	\$16,177	\$31,848	\$471,838
Total	401	\$4,027,577	\$1,967,070	(\$170,120)	\$142,790	\$5,967,317	\$198,314	\$387,578	\$6,553,209
Per Capita Cost (PEPY)		\$10,052	\$4,909	(\$425)	\$356	\$14,893	\$495	\$967	\$16,356
Month	Subscribers	Medical Claims	Rx Claims	Stop Loss Reimbursements	HRA Claims	Total Claims	Admin Fees	Stop Loss Premium	Total Plan Costs
Jan-17	401	\$336,544	\$144,488	\$0	\$20,574	\$501,606	\$14,365	\$30,727	\$546,697
Feb-17	399	\$340,886	\$116,433	\$0	\$30,565	\$487,884	\$14,295	\$30,699	\$532,878
Mar-17	401	\$267,292	\$157,735	\$0	\$21,345	\$446,372	\$14,367	\$30,782	\$491,520
Apr-17	403	\$311,209	\$130,007	\$0	\$17,095	\$458,311	\$14,438	\$30,754	\$503,504
May-17	401	\$349,940	\$127,992	\$0	\$15,850	\$493,782	\$14,370	\$30,507	\$538,659
Jun-17	398	\$237,468	\$147,299	\$0	\$10,501	\$395,268	\$14,265	\$30,328	\$439,862
Jul-17	397	\$238,807	\$125,408	\$0	\$9,068	\$373,283	\$14,232	\$30,342	\$417,857
Aug-17	398	\$318,430	\$119,357	\$0	\$2,142	\$439,929	\$14,268	\$30,438	\$484,635
Sep-17	398	\$207,720	\$137,130	\$0	\$3,656	\$348,506	\$14,269	\$30,438	\$393,213
Oct-17	400	\$375,194	\$155,409	(\$26,885)	\$1,926	\$505,644	\$14,342	\$30,685	\$550,671
Nov-17	400	\$1,053,621	\$133,859	(\$32,960)	\$7,675	\$1,162,196	\$14,343	\$30,576	\$1,207,114
Dec-17	403	\$734,229	\$177,656	(\$196,565)	\$4,719	\$720,039	\$14,448	\$30,754	\$765,241
Total	400	\$4,771,340	\$1,672,773	(\$256,409)	\$145,116	\$6,332,820	\$172,001	\$367,030	\$6,871,851
\$ Change from 2016		\$743,764	(\$294,298)	(\$86,289)	\$2,326	\$365,503	(\$26,313)	(\$20,548)	\$318,642
% Change from 2016		18.5%	-15.0%	50.7%	1.6%	6.1%	-13.3%	-5.3%	4.9%
Per Capita Cost (PEPY)		\$11,931	\$4,183	(\$641)	\$363	\$15,835	\$430	\$918	\$17,183
% Change from Prior Year		18.7%	-14.8%	51.0%	1.8%	6.3%	-13.1%	-5.1%	5.1%

2017 Aggregate Report

ENROLLMENT					CLAIMS DATA					AGGREGATE ACCUMULATION			
Month	PPO	AHF 1000	AHF 1500	Total	PPO	AHF 1000	AHF 1500	Total	Specific Stop Loss	Aggregate Claims	Attachment Point ¹	% of Expected Claims	% of Maximum Claims
2017-01	198	152	51	401	\$328,100	\$127,505	\$25,427	\$481,032	\$0	\$481,032	\$627,287	96%	77%
2017-02	197	151	51	399	\$314,457	\$122,312	\$20,550	\$457,319	\$0	\$457,319	\$626,842	91%	73%
2017-03	196	154	51	401	\$287,629	\$104,162	\$33,236	\$425,027	\$0	\$425,027	\$628,461	85%	68%
2017-04	195	153	55	403	\$296,653	\$108,551	\$36,012	\$441,216	\$0	\$441,216	\$627,732	88%	70%
2017-05	192	155	54	401	\$346,949	\$103,293	\$27,690	\$477,932	\$0	\$477,932	\$622,593	96%	77%
2017-06	191	153	54	398	\$224,860	\$137,368	\$22,539	\$384,767	\$0	\$384,767	\$618,992	78%	62%
2017-07	189	154	54	397	\$289,446	\$39,874	\$34,895	\$364,215	\$0	\$364,215	\$619,356	74%	59%
2017-08	188	155	55	398	\$381,074	\$31,896	\$24,817	\$437,787	\$0	\$437,787	\$621,339	88%	70%
2017-09	187	154	57	398	\$279,989	\$33,790	\$31,071	\$344,850	\$0	\$344,850	\$621,339	69%	56%
2017-10	185	155	60	400	\$452,938	\$37,015	\$40,650	\$530,603	(\$26,885)	\$503,718	\$626,478	101%	80%
2017-11	184	156	60	400	\$517,138	\$622,728	\$47,614	\$1,187,480	(\$32,960)	\$1,154,521	\$624,131	231%	185%
2017-12	185	157	61	403	\$627,367	\$260,283	\$24,235	\$911,885	(\$196,565)	\$715,320	\$627,732	142%	114%
Total	2,287	1,849	663	4,799	\$4,346,600	\$1,728,777	\$368,736	\$6,444,113	(\$256,409)	\$6,187,704	\$7,492,282	103%	83%
Avg/PEPM	191	154	55	400	\$1,900.57	\$934.98	\$556.16	\$1,342.80	(\$53.43)	\$1,289.37	\$1,561.22		



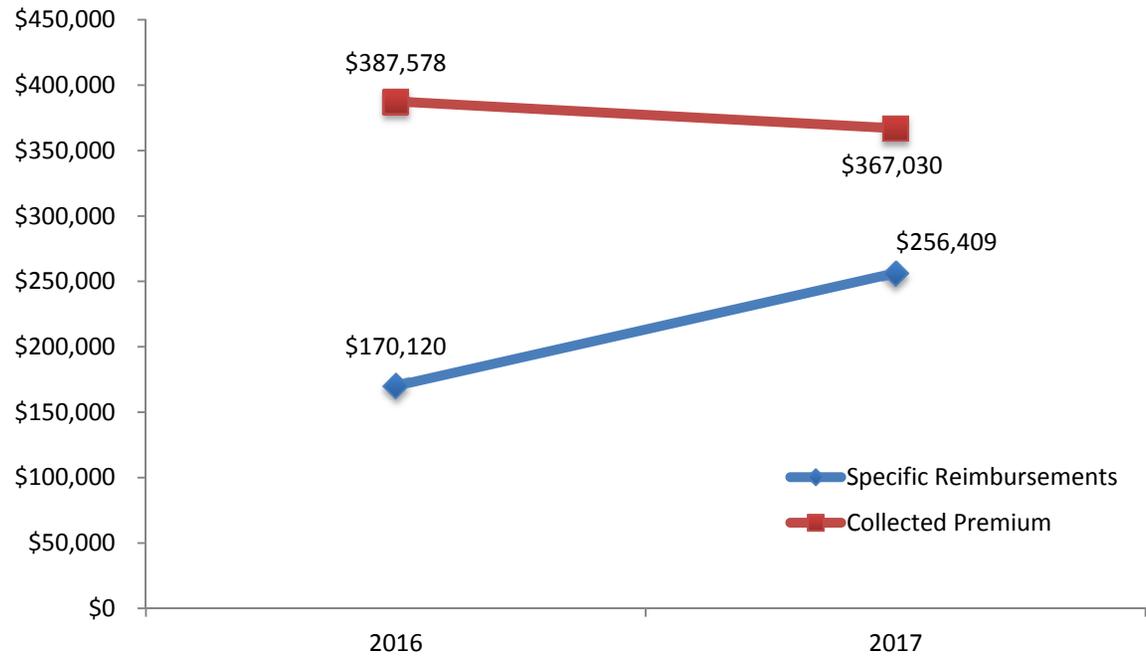
2017 Large Claimants

Claimant	Total Paid	Over / Under ISL	Plan	Relationship	Total Due from Stop Loss
1	\$311,463	\$146,463	PPO	Spouse	\$146,463
2	\$261,459	\$96,459	PPO	Employee	\$96,459
3	\$178,487	\$13,487	AHF 1500	Employee	\$13,487
4	\$152,739	(\$12,261)	AHF 1000	Employee	
5	\$133,025	(\$31,975)	PPO	Employee	
6	\$119,024	(\$45,976)	PPO	Child	
7	\$105,480	(\$59,520)	PPO	Child	
8	\$101,572	(\$63,428)	AHF 1000	Employee	
9	\$96,945	(\$68,055)	PPO	Employee	
10	\$93,087	(\$71,913)	PPO	Spouse	
11	\$84,301	(\$80,699)	AHF 1000	Employee	
12	\$81,067	(\$83,933)	PPO	Spouse	
13	\$79,859	(\$85,141)	PPO	Employee	
14	\$77,604	(\$87,396)	PPO	Employee	
15	\$71,985	(\$93,015)	PPO	Spouse	
16	\$71,793	(\$93,207)	AHF 1000	Spouse	
17	\$70,526	(\$94,474)	AHF 1000	Spouse	
18	\$65,783	(\$99,217)	PPO	Employee	
19	\$63,961	(\$101,039)	PPO	Child	
20	\$63,297	(\$101,703)	PPO	Employee	
21	\$55,167	(\$109,833)	PPO	Employee	
22	\$54,629	(\$110,371)	PPO	Spouse	
23	\$50,663	(\$114,337)	AHF 1000	Employee	
24	\$50,108	(\$114,892)	PPO	Employee	
Total	\$2,494,023	38.7%			\$256,409

2017 Large Claimants

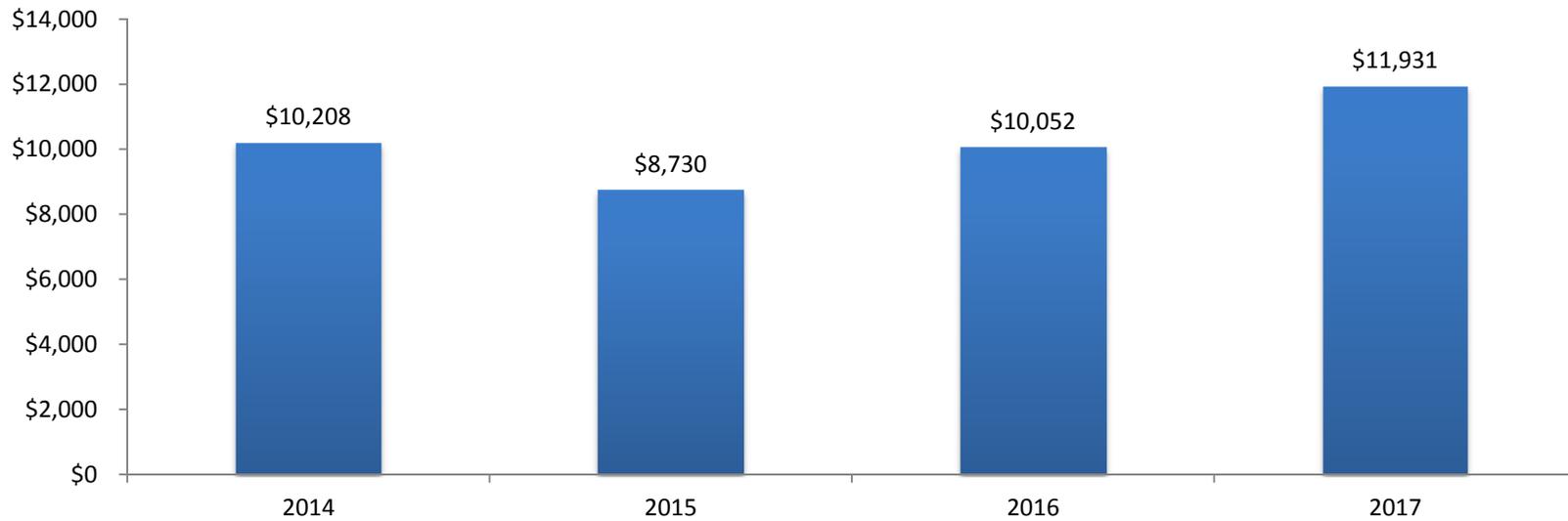
Current Claimant	Total Medical Paid Amount	Inpatient Paid Amount	Ambulatory Paid Amount	Diagnosis Code	Diagnosis Description
1	\$304,851	\$296,125	\$8,726	J96.10	CHRONIC RESPIRATORY FAILURE, UNSP W HYPOXIA OR HYPERCAPNIA
2	\$257,903	\$228,403	\$29,500	I69.154	HEMIP/LGA FOLLOWING NTRM INTCRBL HEMOR AFF LEFT NONDOM SIDE
3	\$173,752	\$160,158	\$13,593	T84.52XA	INFECT/INFLM REACTION DUE TO INTERNAL LEFT HIP PROSTH, INIT
4	\$139,060	\$120,386	\$18,674	E13.69	OTH DIABETES MELLITUS WITH OTHER SPECIFIED COMPLICATION
5	\$133,055	\$112,240	\$20,815	I25.10	ATHSCL HEART DISEASE OF NATIVE CORONARY ARTERY W/O ANG PCTRS
6	\$105,096	\$101,858	\$3,238	M41.124	ADOLESCENT IDIOPATHIC SCOLIOSIS, THORACIC REGION
7	\$96,445	\$0	\$96,445	K43.9	VENTRAL HERNIA WITHOUT OBSTRUCTION OR GANGRENE
8	\$83,108	\$49,157	\$33,951	F31.63	BIPOLAR DISORD, CRNT EPSD MIXED, SEVERE, W/O PSYCH FEATURES
9	\$74,080	\$0	\$74,080	C50.512	MALIG NEOPLASM OF LOWER-OUTER QUADRANT OF LEFT FEMALE BREAST
10	\$68,760	\$32,834	\$35,927	N13.1	HYDRONEPHROSIS W URETERAL STRICTURE, NEC
11	\$67,198	\$34,497	\$32,701	K85.30	DRUG INDUCED ACUTE PANCREATITIS WITHOUT NECROSIS OR INFCT
12	\$66,080	\$172	\$65,908	R10.13	EPIGASTRIC PAIN
13	\$65,648	\$431	\$65,217	M54.17	RADICULOPATHY, LUMBOSACRAL REGION
14	\$63,479	\$51,133	\$12,346	G00.9	BACTERIAL MENINGITIS, UNSPECIFIED
15	\$63,131	\$10,939	\$52,192	M50.122	CERVICAL DISC DISORDER AT C5-C6 LEVEL WITH RADICULOPATHY
16	\$61,911	\$0	\$61,911	M20.12	HALLUX VALGUS (ACQUIRED), LEFT FOOT
17	\$54,049	\$5,774	\$48,275	Z48.21	ENCOUNTER FOR AFTERCARE FOLLOWING HEART TRANSPLANT
Total	\$1,877,608	\$1,204,107	\$673,500		

Individual Stop Loss Claims



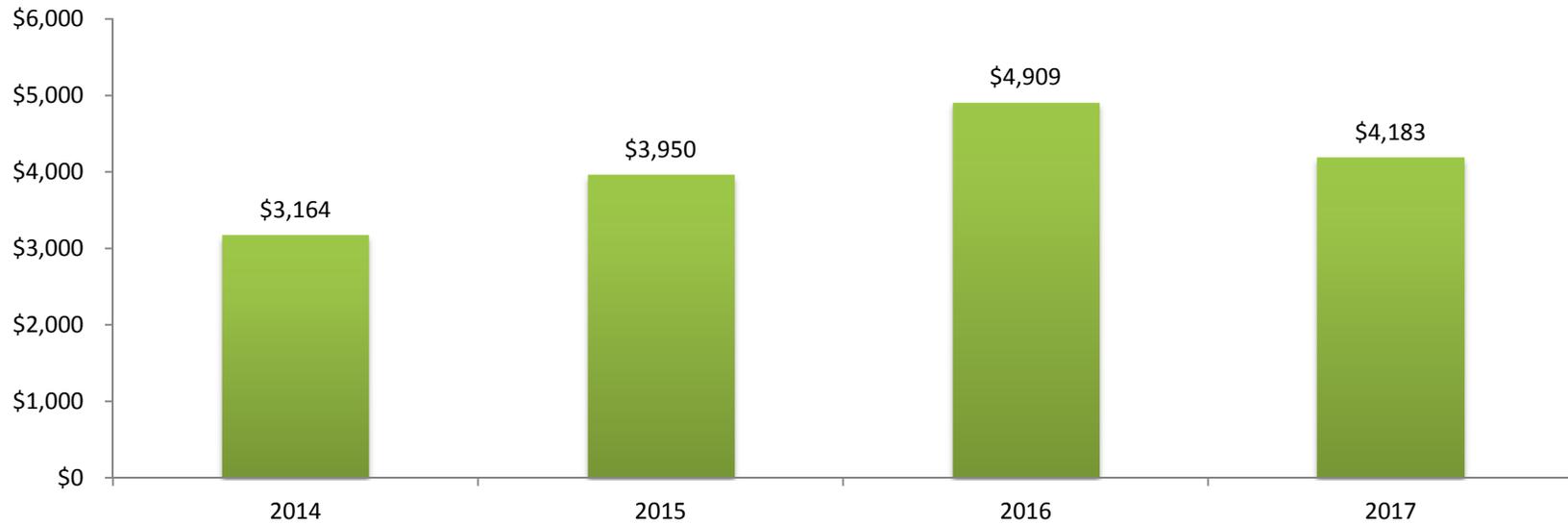
	Specific Deductible	Specific Reimbursements	Collected Premium	Loss Ratio
2016	\$165,000	\$170,120	\$387,578	44%
2017	\$165,000	\$256,409	\$367,030	70%

Per Capita Medical Claims



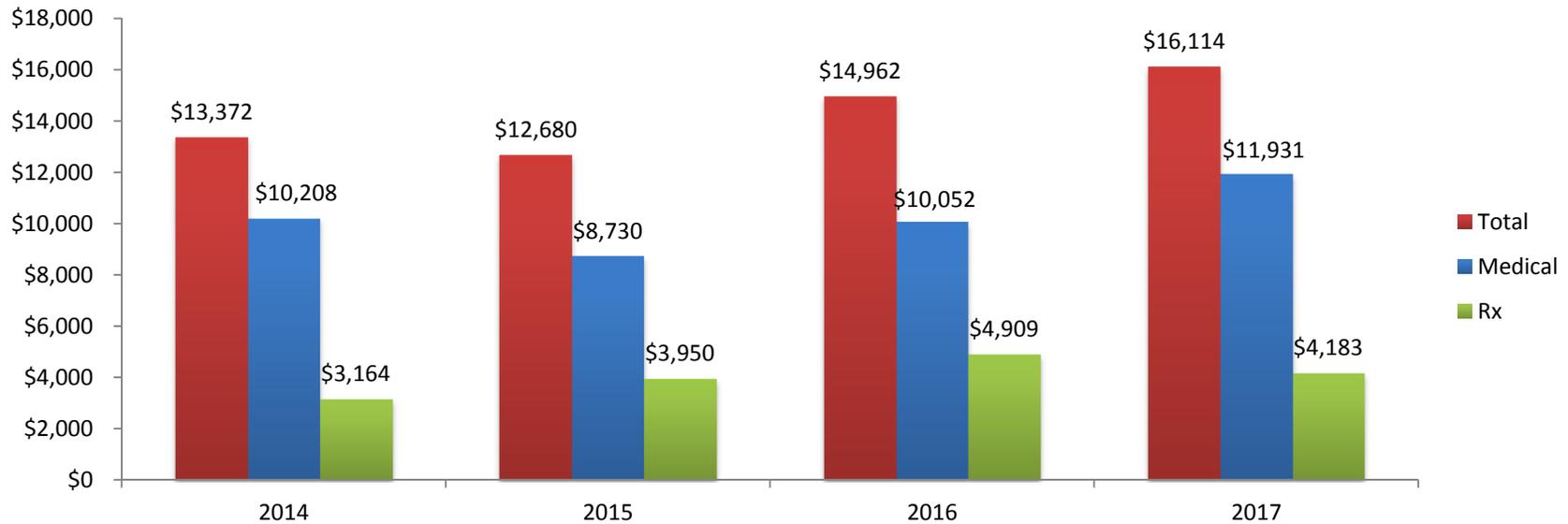
Year	Medical	%Δ
2014	\$10,208	n/a
2015	\$8,730	-14.5%
2016	\$10,052	15.1%
2017	\$11,931	18.7%

Per Capita Rx Claims



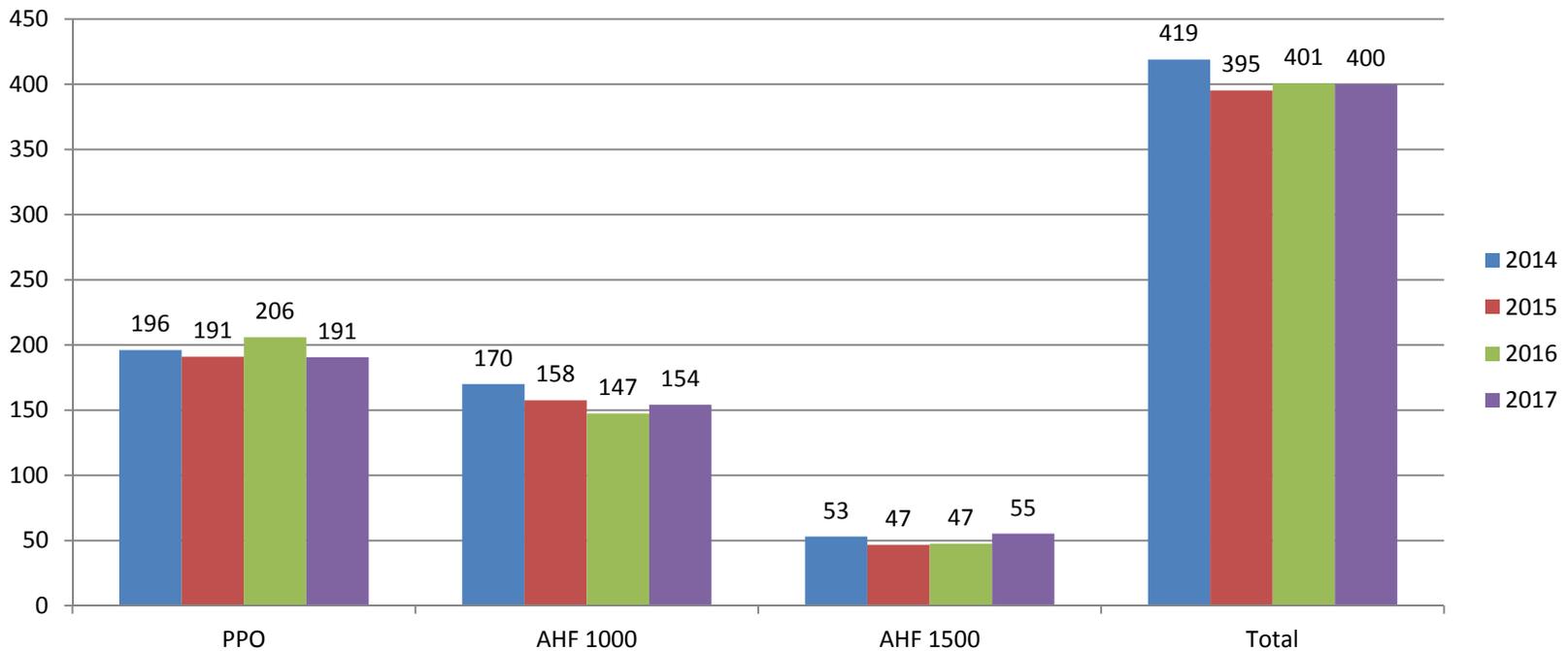
Year	Rx	%Δ
2014	\$3,164	n/a
2015	\$3,950	24.9%
2016	\$4,909	24.3%
2017	\$4,183	-14.8%

Total Per Capita Claims



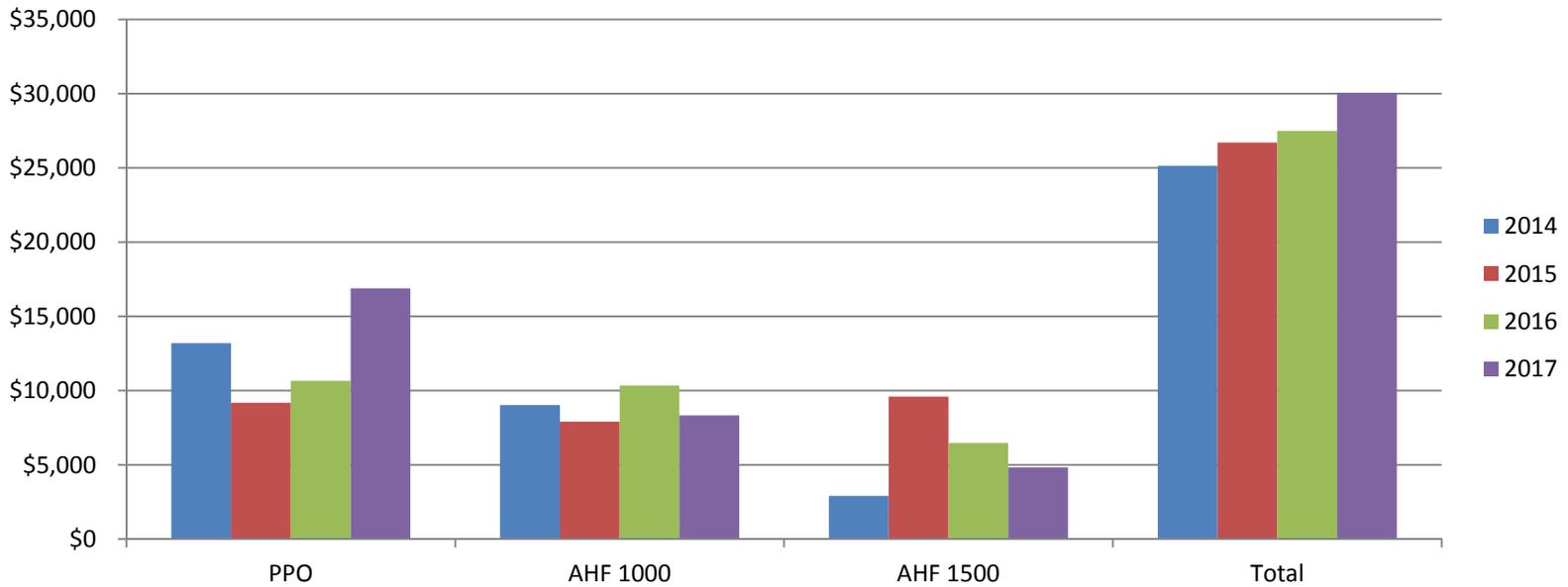
Year	Total Claims	%Δ
2014	\$13,372	n/a
2015	\$12,680	-5.2%
2016	\$14,962	18.0%
2017	\$16,114	7.7%

Enrollment By Plan



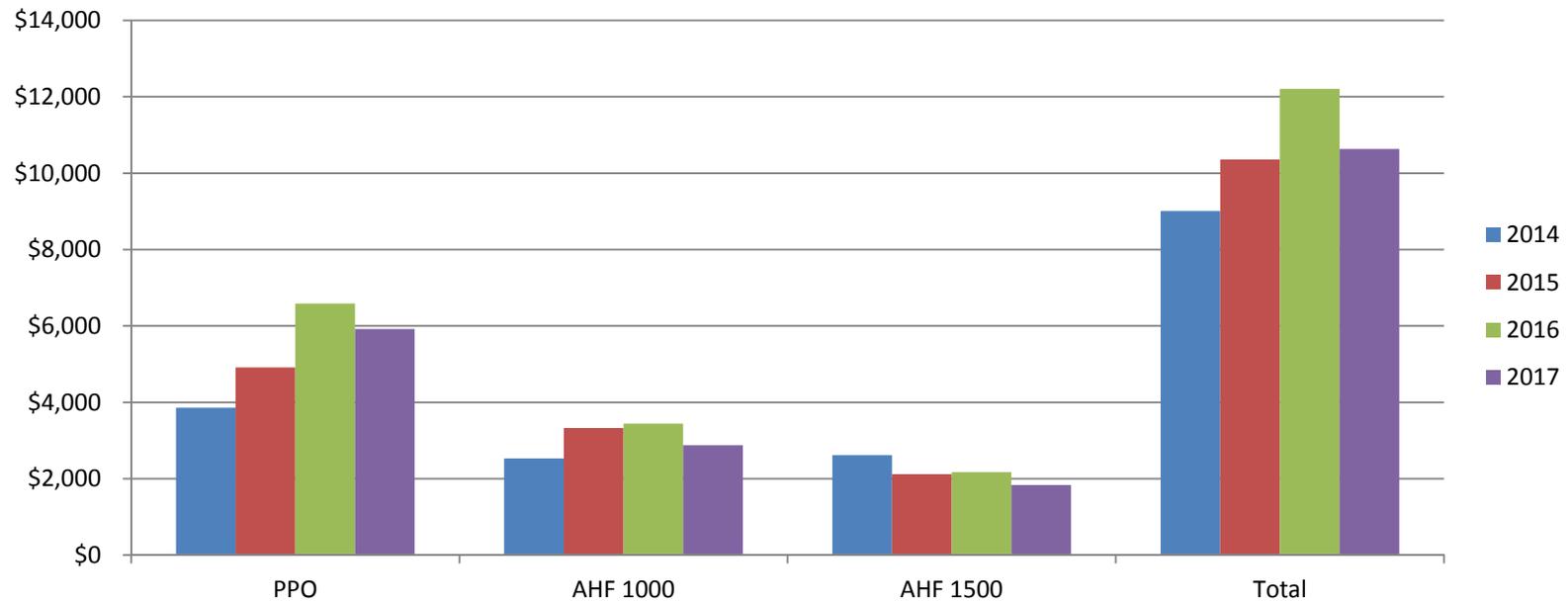
Enrollment	PPO	AHF 1000	AHF 1500	Total	Change
2014	196	170	53	419	NA
2015	191	158	47	395	-5.7%
2016	206	147	47	401	1.4%
2017	191	154	55	400	-0.2%

Medical Claims By Plan



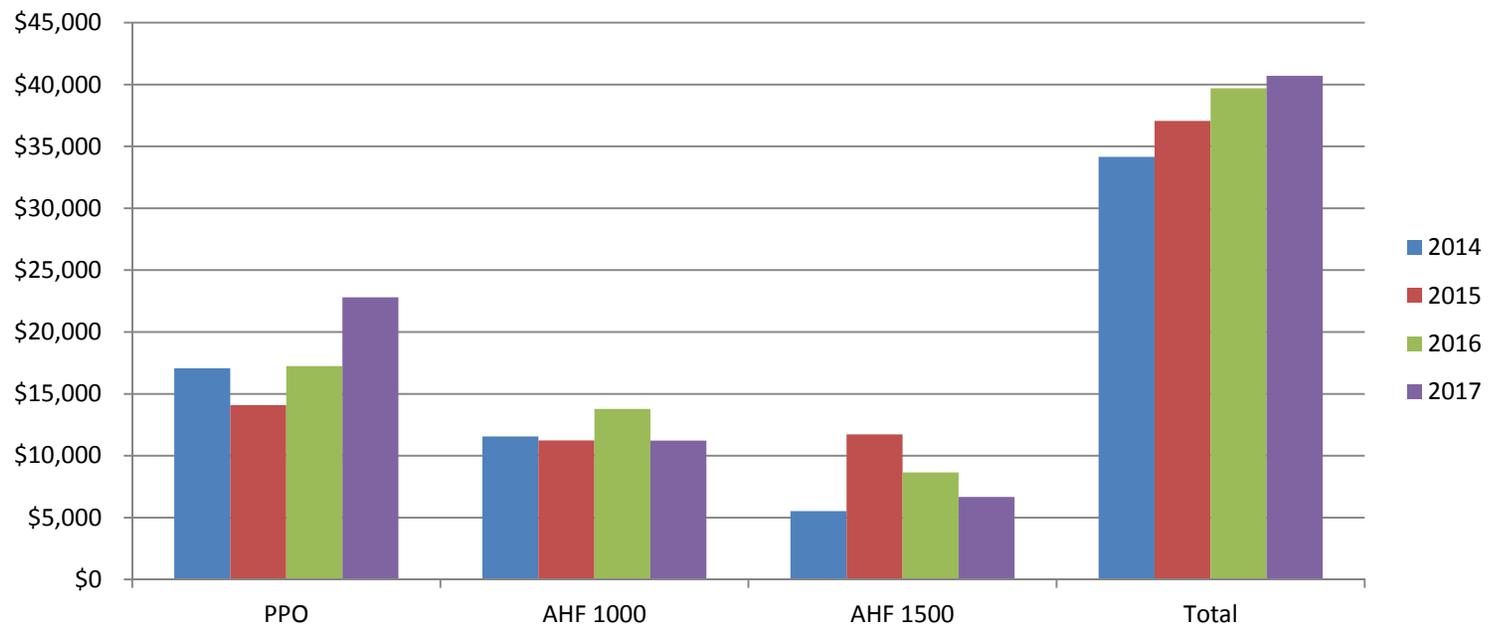
Medical	PPO	AHF 1000	AHF 1500	Total	Change
2014	\$13,202	\$9,032	\$2,910	\$25,143	NA
2015	\$9,187	\$7,916	\$9,605	\$26,708	6.2%
2016	\$10,663	\$10,348	\$6,483	\$27,493	2.9%
2017	\$16,889	\$8,341	\$4,839	\$30,069	9.4%

Prescription Claims By Plan



Rx	PPO	AHF 1000	AHF 1500	Total	Change
2014	\$3,860	\$2,531	\$2,617	\$9,009	NA
2015	\$4,913	\$3,326	\$2,120	\$10,359	15.0%
2016	\$6,587	\$3,445	\$2,175	\$12,207	17.8%
2017	\$5,918	\$2,879	\$1,835	\$10,631	-12.9%

Total Claims By Plan

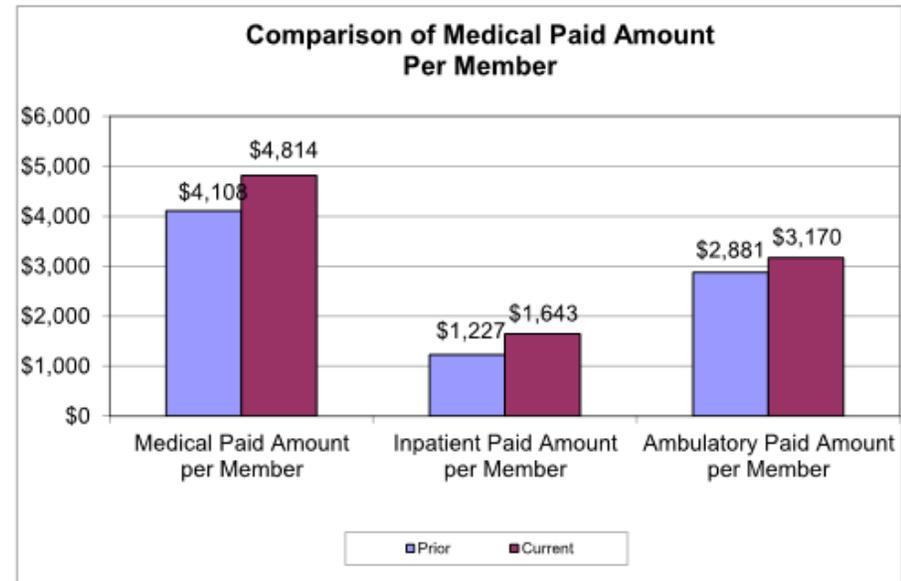
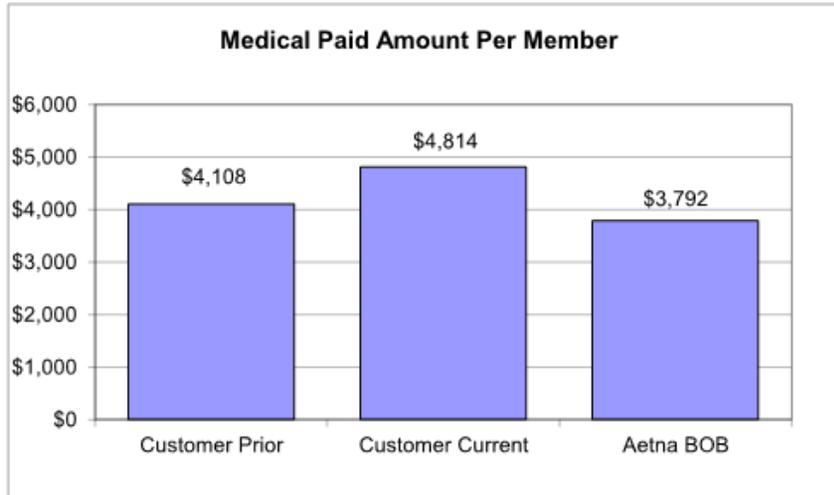


Total By Plan	PPO	AHF 1000	AHF 1500	Total	Change
2014	\$17,062	\$11,563	\$5,527	\$34,152	NA
2015	\$14,100	\$11,243	\$11,724	\$37,067	8.5%
2016	\$17,250	\$13,793	\$8,658	\$39,700	7.1%
2017	\$22,807	\$11,220	\$6,674	\$40,701	2.5%

III. Plan Utilization Review



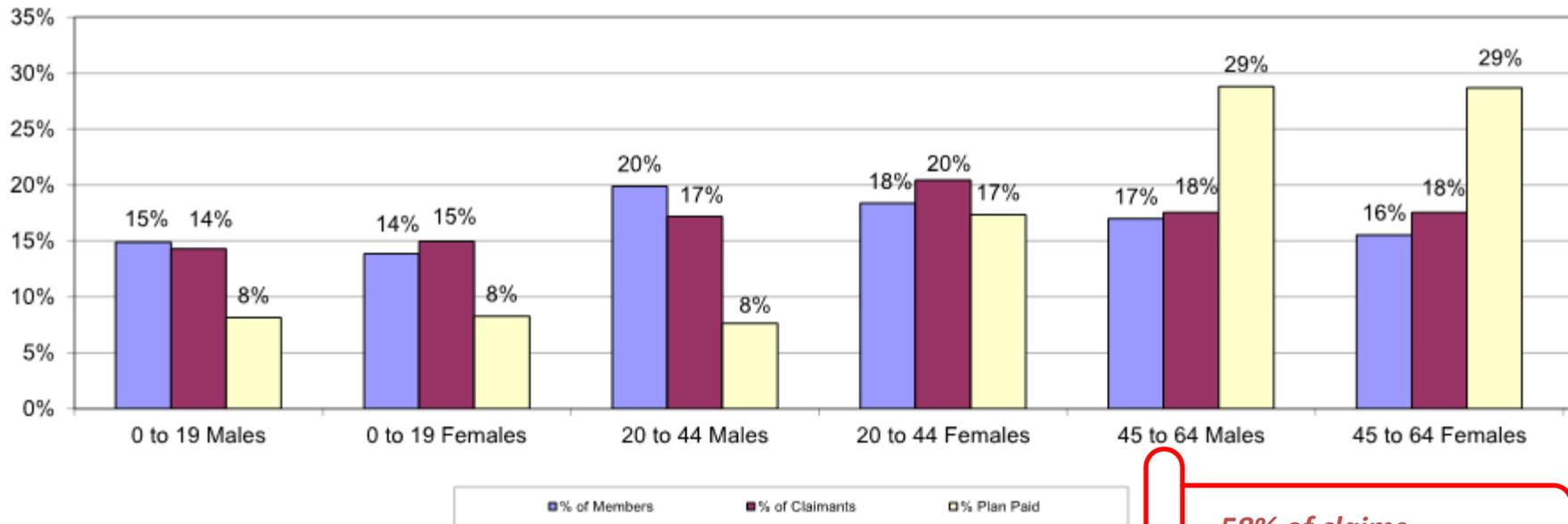
Medical Claims Paid 2017



	Customer Prior	Customer Current	% Change from Prior	Aetna BOB ¹
Total Medical Paid Amount	\$4,113,206	\$4,779,126	16.2%	
Medical Paid Amount per Employee	\$10,264	\$11,943	16.4%	
Inpatient Paid Amount per Member	\$1,227	\$1,643	33.9%	\$1,280
Ambulatory Paid Amount per Member	\$2,881	\$3,170	10.1%	\$2,511
Office Visits/1,000 Members	4,174	4,311	3.3%	3,349
ER Visits/1,000 Members	236	342	45.3%	190

Membership and Paid Medical Claims by Age Group

Customer Current
Percent of Membership, Claimants and Plan Paid Comparison



*58% of claims
36% of claimants
33% of members
In the 45-64 age group*



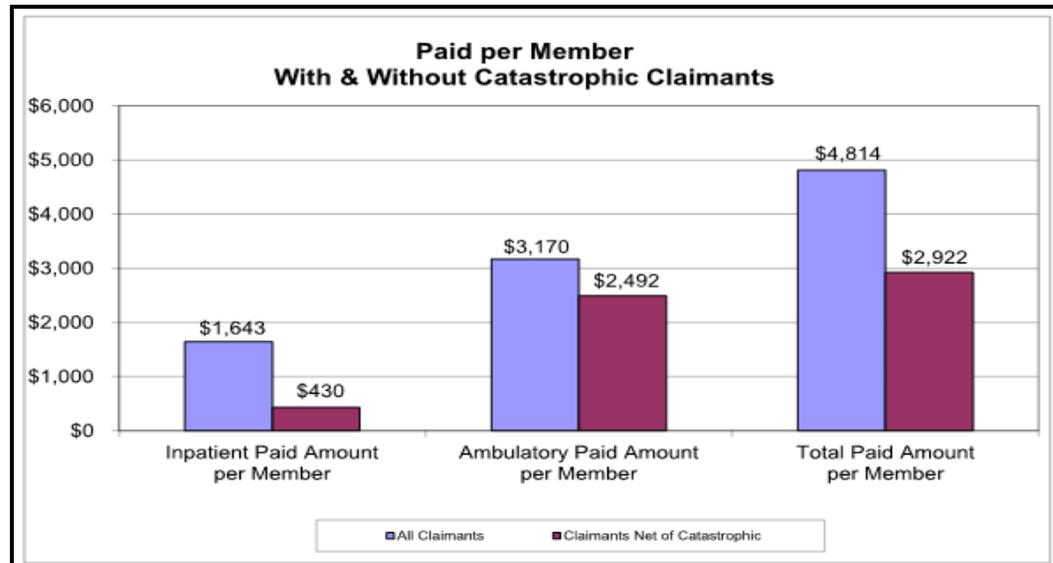
Catastrophic Claims Impact

Claimants Above Threshold¹

	<u>Prior</u>	<u>Current</u>	<u>Change</u>	<u>Aetna BOB</u>
Number of Claimants	12	17	41.7%	N/A
Claimants Per 1,000 Members	12.0	17.1	N/A	12.2
Medical Paid Amount for these Claimants	\$1,260,507	\$1,877,608	49.0%	N/A
Average Paid Per Catastrophic Claimant	\$105,042.27	\$110,447.50	5.1%	N/A
% of Total Paid Amount	30.6%	39.3%	8.6%	43.2%

Net of Catastrophic Claimants

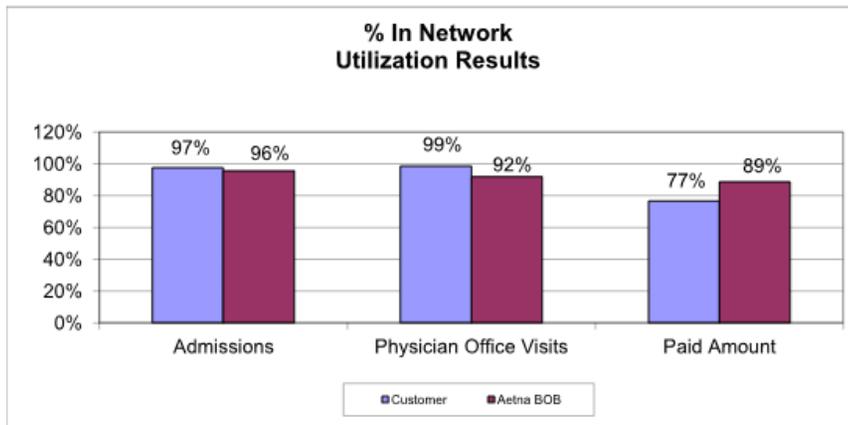
Medical Paid Amount per Employee	\$7,118	\$7,251	1.9%
Medical Paid Amount per Member	\$2,849	\$2,922	2.6%
Inpatient Paid Amount per Member	\$495	\$430	-13.0%
Ambulatory Paid Amount per Member	\$2,354	\$2,492	5.9%



Provider Network Experience

<u>In Network Experience</u>	<u>Prior Period</u>	<u>Current Period</u>	<u>Change</u>	<u>Current Network Discount Savings % ¹</u>	<u>Aetna BOB</u>
Billed Network Charges (before discount)	\$10,461,336	\$12,188,760	16.5%		
Network Discount Savings:					
Inpatient Facility	\$2,045,451	\$2,652,080	29.7%	67.5%	
Ambulatory Facility	\$2,501,670	\$3,231,707	29.2%	69.6%	
Physician/Other	\$2,464,267	\$2,233,192	-9.4%	61.7%	
Total	\$7,011,387	\$8,116,980	15.8%	66.6%	
Network Utilization Metrics					
% Admissions In Network	95.8%	97.4%	1.6%		95.6%
% Physician Office Visits In Network	97.6%	98.5%	0.9%		91.9%
% Claims Paid In Network	78.6%	76.7%	-2.0%		88.6%

*Low percentage Claims Paid In Network compared to Aetna BOB



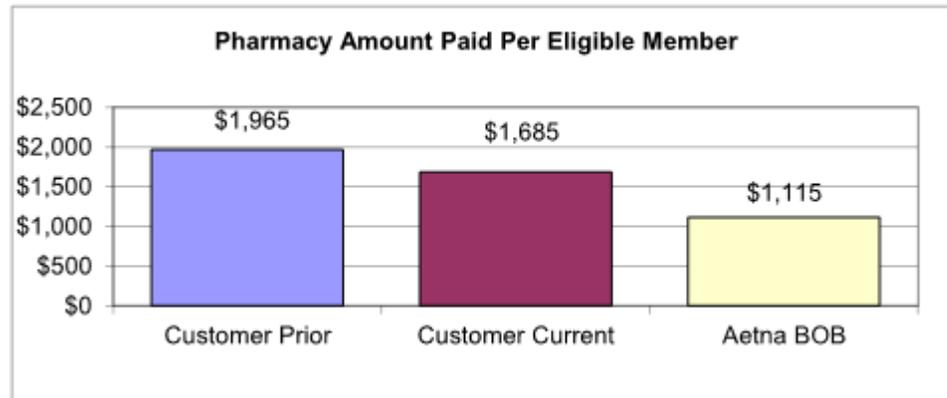
Top Disease Categories

Top 25 Diseases	Number of Unique Claimants with Disease	Prevalence	BOB Prevalence ³	Total Paid Amount for Claimants with Disease ⁴	Total Paid Amount Per Claimant with Disease ⁴	Total Paid Amount Per Member for Population ⁴
Total Continuously Enrolled Members in Population²: 831						
Hypertension	182	21.9%	14.7%	\$2,397,301	\$13,172	\$2,884.84
Hyperlipidemia	167	20.1%	14.0%	\$2,090,820	\$12,520	\$2,516.03
Nonspecific Gastritis/Dyspepsia	88	10.6%	7.4%	\$1,683,930	\$19,136	\$2,026.39
Low Back Pain	66	7.9%	6.4%	\$1,470,167	\$22,275	\$1,769.15
Obesity	77	9.3%	2.9%	\$1,349,314	\$17,524	\$1,623.72
Diabetes Mellitus	79	9.5%	5.3%	\$1,269,819	\$16,074	\$1,528.06
Allergy	71	8.5%	7.5%	\$1,104,663	\$15,559	\$1,329.32
Depression	63	7.6%	6.3%	\$893,909	\$14,189	\$1,075.70
Chronic Thyroid Disorders	71	8.5%	6.1%	\$851,288	\$11,990	\$1,024.41
Osteoarthritis	17	2.0%	2.2%	\$678,352	\$39,903	\$816.31
Ischemic Heart Disease	17	2.0%	1.9%	\$658,572	\$38,740	\$792.51
Anxiety	53	6.4%	4.4%	\$623,739	\$11,769	\$750.59
Migraine and Other Headaches	33	4.0%	3.6%	\$591,163	\$17,914	\$711.39
Heart Failure	9	1.1%	0.7%	\$586,719	\$65,191	\$706.04
Asthma	50	6.0%	4.8%	\$561,638	\$11,233	\$675.86
Metabolic Syndrome	36	4.3%	1.9%	\$530,133	\$14,726	\$637.95
Chronic Renal Failure	10	1.2%	0.5%	\$528,245	\$52,824	\$635.67
Rheumatoid Arthritis	7	0.8%	0.4%	\$524,666	\$74,952	\$631.37
Chronic Obstructive Pulmonary Disease	9	1.1%	0.7%	\$419,687	\$46,632	\$505.04
Atrial Fibrillation	6	0.7%	0.7%	\$415,409	\$69,235	\$499.89

Hypertension, Hyperlipidemia, Obesity and Diabetes are common co-morbidities in chronically ill population. IPS recommends a program to specifically engage these members and increase compliance with treatment and monitoring.

Prescription Utilization

Key Statistics	Customer Prior	Customer Current	% Change from Prior	Aetna BOB ¹
Total Pharmacy Paid Amount	\$1,967,639	\$1,672,897	-15.0%	N/A
Pharmacy Paid Amount per Eligible Member	\$1,965	\$1,685	-14.3%	\$1,115
Pharmacy Paid Amount per Utilizing Member	\$2,542	\$2,086	-17.9%	\$1,288
Average Paid Amount per Claim	\$139.30	\$113.37	-18.6%	\$122.19
Number of Pharmacy Claims	14,125	14,756	4.5%	N/A
Number of Pharmacy Claims Per Eligible Member	14.1	14.9	5.4%	9.1
Number of Pharmacy Claims Per Utilizing Member	18.2	18.4	0.8%	N/A
Calculated Ingredient Cost	\$2,104,797	\$1,805,280	-14.2%	N/A
Total Copay Amount	\$154,082	\$148,757	-3.5%	N/A
Average Copay Amount per Claim	\$10.91	\$10.08	-7.6%	N/A
Generic Utilization	79.4%	82.5%	3.1%	85.4%
Generic Substitution	97.1%	97.7%	0.6%	98.3%
Brand Utilization	20.6%	17.5%	-3.1%	14.6%
Formulary Utilization	100.0%	100.0%	0.0%	100.0%



IV. 2017-2018 Renewal Recap



2018 Renewal Recap

Health Plan

- The City is in year 2 of a 3 year arrangement with Aetna for plan administrative services. There is a 3% annual increase for 2018 and 2019 with Aetna. Stop Loss reinsurance renewed with the incumbent, Partner Re, at an 11% increase.
- In regard to plan design, the City made the following adjustments:
 - Changed from PPO plan model to EPO plan model to mitigate OON utilization
 - Changed ER copay to \$150 then deductible and coinsurance on PPO plan
 - Implemented mandatory mail after 2nd fill for maintenance medications
- The City grandfathered all current employees as of 12/31/2017 and will only offer new hires effective 1/1/2018 and after the AHF 1500 plan option. Cost shares were modified to have the employee contribution closer to the 15% benchmark cost share recommended.

Dental

- The dental plan renewed with Cigna with no plan changes. The RFP process helped IPS to negotiate a +7% increase with a 2-year rate guarantee.

Vision

- The vision plan with Avesis was under a rate guarantee and renewed at no increase.

Life and Disability

- Based on the outcome of RFP the Life and Disability plans were moved to Lincoln Financial Group in a takeover of benefits, rates were reduced by -12.8% with a 2-year rate guarantee.



2018 Medical Plan Design

	PPO 500	Health Fund 1000	Health Fund 1500
	Aetna	Aetna	Aetna
	Current	Current	Current
MEDICAL BENEFITS			
Deductible	Embedded Deductible	Embedded Deductible	Embedded Deductible
In-Network	\$500 Ind./\$1,500 Fam.	\$1,000 Ind./\$3,000 Fam.	\$1,500 Ind./\$4,500 Fam.
Non-Network	NA	NA	NA
Out Of Pocket Max	Includes Ded. / Coins. / Copays	Includes Ded. / Coins. / RX Copays	Includes Ded. / Coins. / RX Copays
In-Network	\$3,500 Ind./\$10,500 Fam.	\$3,000 Ind./\$9,000 Fam.	\$4,200 Ind./\$12,600 Fam.
Non-Network	NA	NA	NA
Max OOP (Medical & Rx)			
Coinsurance			
In-Network	20%	20%	20%
Non-Network	Not Covered	Not Covered	Not Covered
Lifetime Max	Unlimited	Unlimited	Unlimited
Emergency Room			
In-Network	\$150 Copay, then Ded./20%	Ded./ 20%	Ded./ 20%
Non-Network	\$150 Copay, then Ded./20%	Not Covered	Not Covered
Ambulance			
In-Network	Ded./ 20%	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered
Urgent Care			
In-Network	\$40 Copay	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered
Physician Office Visit			
In-Network	\$25 Copay	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered
Specialist Office Visit			
In-Network	\$40 Copay	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered
Spinal Manipulation Therapy			
In-Network	Maximum 20 Visits/Year	Ded./ 20%	Ded./ 20%
Non-Network	\$40 Copay Not Covered	Not Covered	Not Covered
Preventive Care			
In-Network	\$0 - No Cost Sharing	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered
Routine Hearing Exam			
In-Network	\$0 - No Cost Sharing	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered

2018 Medical Plan Design Continued

	PPO 500 Aetna	Health Fund 1000 Aetna	Health Fund 1500 Aetna
MEDICAL BENEFITS	Choice POS II Current	Choice POS II Current	Choice POS II Current
Basic Lab & Radiology			
In-Network	Ded./ 20%	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered
Major Lab & Radiology (MRI / CT / PET)			
In-Network	Ded./ 20%	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered
In-Patient Hospital			
In-Network	Ded./ 20%	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered
Out-patient Surgery			
In Network	Ded./ 20%	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered
Rehabilitative Therapy PT / OT / ST			
In-Network	Maximum 60 visits/year	Maximum 60 visits/year	Maximum 60 visits/year
Non-Network	Ded./ 20%	Ded./ 20%	Ded./ 20%
	Not Covered	Not Covered	Not Covered
In-patient MH / SA			
In-Network	Ded./ 20%	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered
Out-patient MH / SA			
In-Network	\$40 Copay	Ded./ 20%	Ded./ 20%
Non-Network	Not Covered	Not Covered	Not Covered
Home Health Care			
In-Network	Maximum 120 Visits	Ded./ 20%	Ded./ 20%
Non-Network	Ded./ 20%	Not Covered	Not Covered
	Not Covered		
Prescriptions			
Network Retail Pharmacy	\$10/\$30/\$60	\$10/\$30/\$60	\$10/\$30/\$60
Network Mail Order	\$20/\$60/\$120	\$20/\$60/\$120	\$20/\$60/\$120
Specialty RX	20% of the nego. Charge, not to exceed \$100	20% of the nego. Charge, not to exceed \$100	20% of the nego. Charge, not to exceed \$100
Preventive Generics	\$0 Copay	\$0 Copay	\$0 Copay
Step Therapy / Mandatory Generic	DAW	DAW	DAW

*In-Network and Out-of-Network Deductibles Cross Accumulate

*In-Network and Out-of-Network Deductibles Cross Accumulate

*In-Network and Out-of-Network Deductibles Cross Accumulate

Evaluate an HDHP with an HSA as additional alternative

Evaluate deductible and out-of-pocket increases

Consider increase to Specialty Rx Copay to \$150 or \$200

Implement telemedicine to offset ER Utilization.

Promote Airrosti – soft tissue/muscular physical services

Evaluate alternative network options / direct contracts

2018 Cigna Dental Plan Design

BENEFITS	DHMO*	PPO
Type I – Preventive Services Oral examinations (2 Per Year) X-rays Cleanings (2 Per Year)	\$5 Copay See Schedule	No Deductible/ 0%
Type II – Basic Services Fillings Extractions Root Canal	\$5 Copay See Schedule	Deductible/ 20%
Type III – Major Services Crowns Removable / fixed bridge-work Partial or complete dentures	\$5 Copay See Schedule	Deductible/ 50%
Type IV - Orthodontia Child Only to Age 19	See Schedule	50%
Annual Deductible		
Individual	N/A	\$50
Family	N/A	\$150
Annual Maximums		
Dental Annual Maximum	N/A	\$1,250
Orthodontia Lifetime Maximum	N/A	\$1,000
Network Website www.mycigna.com	Cigna DHMO Network	Cigna PPO Network

2018 Vision Plan Design

BENEFITS		Avesis
Eye Exam	Network Non-Network	\$10 Copay Up to \$45 Reimbursement
Frames/ Lens		
Single Vision	Network Non-Network	\$25 Copay Up to \$40 Reimbursement
Bifocal Lenses	Network Non-Network	\$25 Copay Up to \$60 Reimbursement
Trifocal Lenses	Network Non-Network	\$25 Copay Up to \$80 Reimbursement
Frames	Network Non-Network	\$65 Allowance \$65 Reimbursement
Contacts *In Lieu of Glasses		
Network	Medically Necessary Elective	Covered in Full \$175 Allowance
Non-Network	Medically Necessary Elective	\$250 Allowance \$150 Reimbursement
Exam Frequency		12 Months
Lens Frequency		12 Months
Frames Frequency		24 Months
Network Website	www.avesis.com	Avesis Network

2018 Medical Premiums Grandfathered

Enrollment		Unit Costs - Monthly				Total Costs - Monthly
PPO	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)
Employee Only	169	\$906.05	\$850.83	93.9%	\$55.22	\$55.22
+ Spouse	37	\$1,087.25	\$866.19	79.7%	\$221.06	\$276.28
+ Child(ren)	24	\$724.83	\$524.95	72.4%	\$199.88	\$255.10
+ Family	68	\$1,721.49	\$1,461.29	84.9%	\$260.20	\$315.42
Premium Contributions	169	\$3,933,701	\$3,453,670	87.8%	\$480,031	

AHF 1000	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)
Employee Only	134	\$650.91	\$628.20	96.5%	\$22.71	\$22.71
+ Spouse	20	\$781.10	\$673.46	86.2%	\$161.46	\$184.17
+ Child(ren)	17	\$520.74	\$423.37	81.3%	\$146.06	\$168.77
+ Family	34	\$1,236.73	\$1,103.83	89.3%	\$199.35	\$222.06
Premium Contributions	134	\$1,844,941	\$1,708,503	92.6%	\$136,438	
HRA Contributions	134	\$102,500	\$102,500	100.0%	n/a	
Total Contributions	134	\$1,947,441	\$1,811,003	93.0%	\$136,438	

AHF 1500	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)
Employee Only	45	\$631.27	\$616.62	97.7%	\$14.65	\$14.65
+ Spouse	3	\$757.53	\$667.18	88.1%	\$90.35	\$105.00
+ Child(ren)	7	\$505.02	\$424.42	84.0%	\$80.60	\$95.25
+ Family	14	\$1,199.42	\$1,093.39	91.2%	\$106.03	\$120.68
Premium Contributions	45	\$612,082	\$576,335	94.2%	\$35,747	
HRA Contributions	45	\$34,500	\$34,500	100.0%	n/a	
Total Contributions	45	\$646,582	\$610,835	94.5%	\$35,747	

All Plans	Full Time Employees	Total Medical Cost	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)
Total Contributions	348	\$6,390,723	\$5,738,507	89.8%	\$652,216
Contributions with HRA	179	\$6,527,723	\$5,875,507	90.0%	\$652,216



2018 Medical Premiums New Hires 1/1/2018

AHF 1500	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)	Total Employee Contribution Δ (\$)	Total Employee Contribution Δ (%)
Employee Only	53	\$631.27	\$616.62	97.7%	\$14.65	\$14.65	\$0.00	0.0%
+ Spouse	3	\$757.53	\$645.86	85.3%	\$111.67	\$126.32	\$35.97	20.3%
+ Child(ren)	8	\$505.02	\$414.28	82.0%	\$90.74	\$105.39	\$24.79	10.6%
+ Family	17	\$1,199.42	\$1,052.23	87.7%	\$147.19	\$161.84	\$55.81	34.1%
Premium Contributions	53	\$721,923	\$669,847	92.8%	\$52,076			
HRA Contributions	53	\$40,500	\$40,500	100.0%	n/a			
Total Contributions	53	\$762,423	\$710,347	93.2%	\$52,076			

All Plans	Full Time Employees	Total Medical Cost	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)
Total Contributions	53	\$721,923	\$669,847	92.8%	\$52,076
Contributions with HRA	53	\$762,423	\$710,347	93.2%	\$52,076
\$ Difference over Current		(\$249,034)	(\$197,990)		(\$51,045)
% Difference over Current		(3.30%)	(2.92%)		(6.76%)

V. Strategic Recommendations



Strategic Recommendations

Financials

Total per capita claims increased +7.7% in 2017 overall, medical claims cost increased +18.7% while prescription claims cost decreased 14.8%. There were 3 claimants with claims in excess of the \$165,000 ISL, large claimants represented 38.7% of the plan's total claims. The number of large claimants was up from 12 in 2016 to 17 for 2017. Plan expenses, claims and fixed costs minus stop loss reimbursements finished at 99.94% of plan year funding. We will be monitoring claims and plan performance during the year and to the potential impact of change to EPO plans effective 1/1/2018.

Renewal / Request for Proposal

The City is in year 2 of a 3 year contract for plan administration with Aetna on the self funded medical plan. IPS annually reviews the stop loss reinsurance renewal and makes a determination on whether to market or negotiate with the incumbent. Partner Re is the City's current stop loss provider and the City renewed the policy at an 11% increase for 2018. The experience overall for Partner Re has been favorable, 40% premium to claims loss ratio in 2016 and 70% for 2017. Pending the City having another good year of experience, we should be able to again negotiate a favorable renewal offer. IPS is monitoring this and will advise as needed.

In regard to ancillary benefits, Dental with Cigna has a 2 year rate guarantee through December 31, 2019. Life AD&D, Long and Short Term Disability with Lincoln Financial Group has a 2 year rate guarantee through December 31, 2019. Vision with Avesis will renew this year so we will evaluate need for RFP based on renewal offer. The Employee Assistance Plan with UTEAP renewed with a 3 year rate guarantee through December 31, 2020. The Post-65 Retiree Medicare Advantage plan renewed with a large increase in 2018 and will need to be marketed under an RFP for 2019.

Strategic Recommendations

Health Plan Design

The majority of the City's employees participate in the PPO plan option. The City also offers employees two consumer driven health plan options paired with Health Reimbursement Account (HRA). IPS recommends the City consider the addition of high deductible health plan (HDHP) with a Health Savings Account (HSA) option.

The plan deductibles and out-of-pocket maximums will be evaluated with benchmark data. The City should consider increasing the maximum copayment amount for Biotech/Specialty drugs of 20% to \$100 (\$150 or \$200). Telemedicine is a recommended plan benefit addition for implementation in 2018/2019.

The City has a growing population of diabetes and associated co-morbidities, IPS recommends evaluating services to increase patient compliance and engagement. The City should promote Airrosti services as an alternative treatment for muscular skeletal needs. Consider scheduling an Airrosti day in the Spring.

Contributions

The City continues to fund the majority of the overall health plan costs at 90%, benchmark average is at 84%. The City's dependent subsidies of +82% are most out of line with benchmarking at this time and would be recommended for re-evaluation. IPS will work with the City on options to transition closer to benchmark.

Strategic Recommendations

Plan Audit

It is recommended for the City to consider conducting a health and pharmacy plan audit, it is standard practice to audit every 3 to 5 years.

Health Care Reform

In regard to the current requirements of the ACA, the City of La Porte is following the employer mandate which includes 30 hour eligibility, minimum value and affordability provisions. In regard to fees, the City will only be required to pay the PCORI fee for 2017 as the TRF fee is no longer applicable. Last, it is important to note that the next major provision of health care reform, the “Cadillac Tax” has been delayed until 2022.

Dental

The dental plan of benefits and funding structures are in line with benchmarking. No significant changes are recommended to the plan design or funding levels at this time.

Vision

The vision plan of benefits and funding structures are in line with benchmarking. No significant changes are recommended to the plan design or funding levels at this time.

Life and Disability

The Life and Disability plan of benefits provided by the City is competitive with benchmarking. The City’s program is currently in a rate guarantee with renewal option periods until October 1, 2020.

Strategic Recommendations

Benefit Connector

IPS recommends the City consider the Benefit Connector software for electronic eligibility tracking, billing and employee benefits enrollment. The software also offers 1094/1095 ACA required integrated tracking and reporting.

Cariloop

Cariloop is a program targeting employees and family members who act in the capacity of caregivers for aging loved ones. Traditional EAPs provide an insufficient level of care coordination and Cariloop has built their program to fill in those gaps. Caregivers are assigned dedicated Healthcare coaches with a cloud based platform to guide them through the care continuum. The Cariloop model is designed to alleviate emotional, financial and work/life stress which will enhance productivity of your workforce.

Employee Engagement

Concierge Services – Compass Professional Health Services
Telephonic Medicine – Teledoc
Employee Assistance Program – UTEAP

IPS Advisors / HUB Resources

Communications & Design Team (Employee Communications)
Health and Performance Team (Wellness Programs)
Human Capital Consulting (HR Consulting)
Property and Casualty Brokerage and Consulting
Workforce Productivity Consulting (Leave and FMLA Consulting)



VI. Renewal / RFP Timeline



2019 Renewal Timeline

- *February/March*
 - *Year End Review*
 - *Preliminary Strategy Discussions*
- *May*
 - *Plan Performance Update*
 - *Initial 2019 Budget Projection*
- *July*
 - *Mid Year Review*
 - *Financial / Utilization Updates*
 - *Plan Design Considerations*
 - *Contribution Modeling*
 - *Benchmarking*
- *September*
 - *Initial Council Presentations*
- *October*
 - *Update Benefits Communications*
 - *Preliminary Stop Loss Renewal*
- *November*
 - *Best and Final Stop Loss Presented*
 - *Stop Loss Deductible Options*
 - *Final Recommendations*
 - *Conduct Open Enrollment*
 - *Continue Implementation*
 - *Submit Final Stop Loss Disclosure Forms*
- *December*
 - *Continue Implementation*
 - *Claims / Eligibility System Testing*
 - *Release ID Cards*



2018 Medical Plan Update





Plan design changes

- Move from PPO to EPO (removed out of network benefits).
- Expected savings - \$143,104
- Status – on track.
 - No out of network benefits extended since 1/1/2018. Although some expenses that occurred in 2017 are still being processed.
 - Over 1st two months of 2018, network utilization has increased from 76.7% to 83.4%



Plan design changes

- ER Copay change for the PPO plan. Added deductible and co-insurance to the existing \$150 co-pay.
- Expected savings - \$39,224
- Status – on track
 - Billing is working as intended
 - Still seeing higher than desired usage of free standing ER facilities.
 - We will continue to educate employees



Plan design changes

- Mandatory Mail Maintenance Drugs
- Expected savings - \$34,531
- Status – TBD
 - The mandatory aspect kicks in after 2 refills at the retail point of sale
- Unrelated but noteworthy – Generic usage has increased by 3% over the first two months of 2018

2017 Contribution Schedule

Enrollment		Unit Costs - Monthly				Total Costs - Monthly
PPO 500	Full Time Employees	Medical Rate	La Porte Contribution (\$)	La Porte Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)
Employee Only	196	\$906.05	\$850.83	93.9%	\$55.22	\$55.22
+ Spouse	43	\$1,087.25	\$976.72	89.8%	\$110.53	\$165.75
+ Child(ren)	28	\$724.83	\$624.89	86.2%	\$99.94	\$155.16
+ Family	79	\$1,721.49	\$1,591.39	92.4%	\$130.10	\$185.32
Premium Contributions	196	\$4,567,572	\$4,223,747	92.5%	\$343,826	

Health Fund 1000	Full Time Employees	Medical Rate	La Porte Contribution (\$)	La Porte Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)
Employee Only	154	\$650.91	\$628.20	96.5%	\$22.71	\$22.71
+ Spouse	23	\$781.10	\$673.46	86.2%	\$107.64	\$130.35
+ Child(ren)	20	\$520.74	\$423.37	81.3%	\$97.37	\$120.08
+ Family	39	\$1,236.73	\$1,103.83	89.3%	\$132.90	\$155.61
Premium Contributions	154	\$2,122,229	\$1,964,986	92.6%	\$157,243	
HRA Contributions	154	\$118,000	\$118,000	100.0%	n/a	
Total Contributions	154	\$2,240,229	\$2,082,986	93.0%	\$157,243	

HRA Contributions Employee Family
 \$500 \$1,000

Health Fund 1500	Full Time Employees	Medical Rate	La Porte Contribution (\$)	La Porte Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)
Employee Only	51	\$631.27	\$616.62	97.7%	\$14.65	\$14.65
+ Spouse	3	\$757.53	\$667.18	88.1%	\$90.35	\$105.00
+ Child(ren)	8	\$505.02	\$424.42	84.0%	\$80.60	\$95.25
+ Family	16	\$1,199.42	\$1,093.39	91.2%	\$106.03	\$120.68
Premium Contributions	51	\$692,379	\$652,066	94.2%	\$40,314	
HRA Contributions	51	\$39,000	\$39,000	100.0%	n/a	
Total Contributions	51	\$731,379	\$691,066	94.5%	\$40,314	

HRA Contributions Employee Family
 \$500 \$1,000

All Plans	Full Time Employees	Total Medical Cost	La Porte Contribution (\$)	La Porte Contribution (%)	Employee Contribution (\$)
Total Contributions - All Plans	401	\$7,539,180	\$6,997,798	92.8%	\$541,382



2018 Contributions Schedule

Enrollment		Unit Costs - Monthly				Total Costs - Monthly		
PPO	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)	Total Employee Contribution Δ (\$)	Total Employee Contribution Δ (%)
Employee Only	196	\$906.05	\$850.83	93.9%	\$55.22	\$55.22	\$0.00	0.0%
+ Spouse	43	\$1,087.25	\$866.19	79.7%	\$221.06	\$276.28	\$110.53	66.7%
+ Child(ren)	28	\$724.83	\$524.95	72.4%	\$199.88	\$255.10	\$99.94	64.4%
+ Family	79	\$1,721.49	\$1,461.29	84.9%	\$260.20	\$315.42	\$130.10	70.2%
Premium Contributions	196	\$4,567,572	\$4,009,799	87.8%	\$557,774			

AHF 1000	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)	Total Employee Contribution Δ (\$)	Total Employee Contribution Δ (%)
Employee Only	154	\$650.91	\$628.20	96.5%	\$22.71	\$22.71	\$0.00	0.0%
+ Spouse	23	\$781.10	\$619.64	79.3%	\$161.46	\$184.17	\$53.82	41.3%
+ Child(ren)	20	\$520.74	\$374.68	72.0%	\$146.06	\$168.77	\$48.69	40.5%
+ Family	39	\$1,236.73	\$1,037.38	83.9%	\$199.35	\$222.06	\$66.45	42.7%
Premium Contributions	154	\$2,122,229	\$1,907,349	89.9%	\$214,880			
HRA Contributions	154	\$118,000	\$118,000	100.0%	n/a			
Total Contributions	154	\$2,240,229	\$2,025,349	90.4%	\$214,880			

AHF 1500	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)	Total Employee Contribution Δ (\$)	Total Employee Contribution Δ (%)
Employee Only	51	\$631.27	\$616.62	97.7%	\$14.65	\$14.65	\$0.00	0.00%
+ Spouse	3	\$757.53	\$667.18	88.1%	\$90.35	\$105.00	\$0.00	0.00%
+ Child(ren)	8	\$505.02	\$424.42	84.0%	\$80.60	\$95.25	(\$0.00)	0.00%
+ Family	16	\$1,199.42	\$1,093.39	91.2%	\$106.03	\$120.68	\$0.00	0.00%
Premium Contributions	51	\$692,379	\$652,065	94.2%	\$40,314			
HRA Contributions	51	\$39,000	\$39,000	100.0%	n/a			
Total Contributions	51	\$731,379	\$691,065	94.5%	\$40,314			

All Plans	Full Time Employees	Total Medical Cost	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)
Total Contributions	401	\$7,382,180	\$6,569,213	89.0%	\$812,968
Contributions with HRA	401	\$7,539,180	\$6,726,213	89.2%	\$812,968
\$ Difference over Current		(\$0)	(\$271,585)		\$271,586
% Difference over Current		(0.00%)	-3.88%		50.17%



2018 Contribution Schedule

New Hires after 1/1/2018

Health Fund 1500	Full Time Employees	Medical Rate	La Porte Contribution	La Porte Contribution	Employee Contribution	Total Employee Contribution (\$)
Employee Only	0	\$631.27	\$616.62	97.7%	\$14.65	\$14.65
+ Spouse	0	\$757.53	\$645.86	85.3%	\$111.67	\$126.32
+ Child(ren)	0	\$505.02	\$414.28	82.0%	\$90.74	\$105.39
+ Family	0	\$1,199.42	\$1,052.23	87.7%	\$147.19	\$161.84
Premium Contributions	0	\$0	\$0	N/A	\$0	
HRA Contributions	0	\$0	\$0	N/A	N/A	
Total Contributions	0	\$0	\$0	N/A	\$0	
	HRA Contributions	Employee \$500	Family \$1,000			





Claims data - caveats

- We have only two months of data at the time of preparing this report
- We experienced an issue on the pharmacy side that we feel is likely skewing the data
- We have seen an increase in ER utilization, hospital confinements, and hospital days compared to the first two months of 2017



2018 claims data Jan & Feb

Month	Subscribers	Medical Claims	RX Claims	Stop Loss Payments	HRA Claims	Total Claims	Admin Fees	Stop Loss Premium	Total Plan Costs
Jan-18	409	\$470,565	\$225,126	\$0	\$30,125	\$725,816	\$14,866	\$34,945	\$775,627
Feb-18	411	\$366,517	\$164,532	\$0	\$33,570	\$564,619	\$14,937	\$35,116	\$614,672
Total	410	\$837,082	\$389,658	\$0	\$63,695	\$1,290,435	\$29,803	\$70,061	\$1,390,299
Increase over Jan & Feb 2017		\$159,652	\$128,737	\$0	\$12,556	\$300,945	\$1,143	\$8,635	\$310,724



Takeaways

- Compared to the first two months of 2017, we are seeing a 15% increase in medical claims and 22% increase in total plan costs.
- We will have a more reliable picture in June after receiving more data and clarifying how Aetna's pharmacy billing error impact Rx claims numbers.
- For 2019, IPS is projecting a 7.8% increase in Medical cost trend

Questions?



REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 14, 2018</u>	<u>Budget</u>
Requested By: <u>Councilmember Danny Earp</u>	Source of Funds: <u>N/A</u>
Department: <u>Public Works</u>	Account Number _____
Report: _____ Resolution: _____ Ordinance: _____	Amount Budgeted: _____
Exhibit: <u>Aerial of F216 from Sens to RR</u>	Amount Requested: <u>N/A</u>
	Budgeted Item: YES NO

SUMMARY & RECOMMENDATION

This item has been placed on the agenda at the request of Councilmember Danny Earp.

The F216-00-00 drainage channel system conveys stormwater, within the Little Cedar Bayou Watershed Harris, to its ultimate outfall point within Galveston Bay. The first phase of channel improvements have been complete along the F216 channel between W Main and State Highway 146; Phase II of the channel improvements (from W Main to W Madison) has been awarded to a contractor, with construction scheduled to begin in the 2nd quarter of 2018. Future upstream improvements are yet to be designed.

The most upstream segment of the F216 channel, which is maintained by Harris County Flood Control (HCFCD), remains unimproved, thus, requiring routine maintenance to allow for proper conveyance of the stormwater within this segment of the channel (from Sens Rd., east to Barbours Cut, south to W Madison).

Harris County Flood Control staff has informed Public Works staff that survey data has been collected on this most upstream section. Construction drawings are being prepared in-house, by HCFCD staff, to provide direction on clearing overgrowth, trees, and obstructions; minor erosion control and slope stabilization; and desilting. Construction is projected to begin late 4th quarter 2018 or early 1st quarter 2019 (calendar year).

Action Required by Council:

Consider the items presented and discussed and provide direction to staff.

Approved for City Council Agenda

Corby D. Alexander

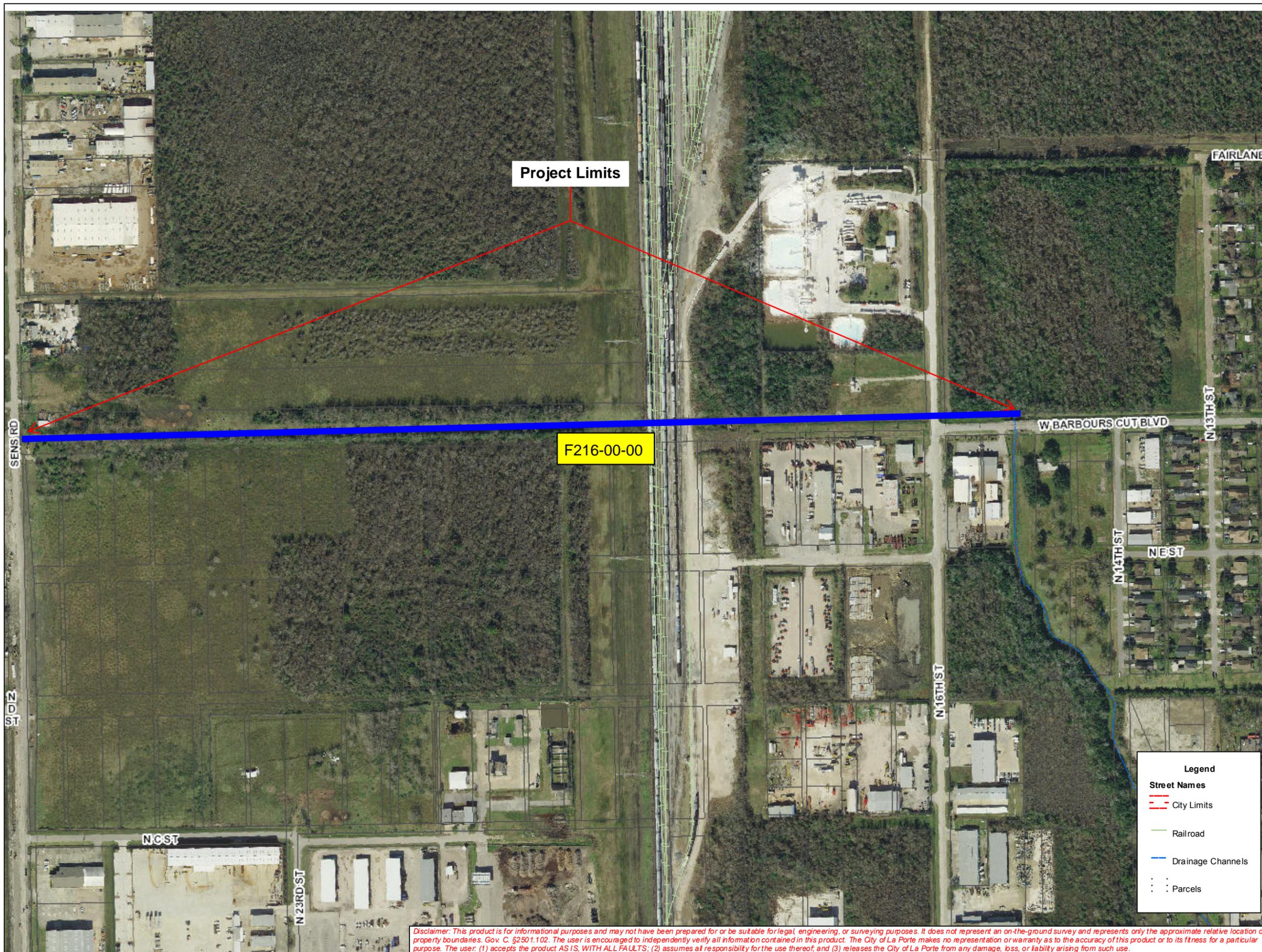
Date



City of La Porte
604 W. Fairmont Parkway
La Porte, TX 77571
(281) 471-5020
www.laportex.gov



1" = 376'



Legend

Street Names

- City Limits
- Railroad
- Drainage Channels
- Parcels

Disclaimer: This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. Gov. C. §2501.102. The user is encouraged to independently verify all information contained in this product. The City of La Porte makes no representation or warranty as to the accuracy of this product or to its fitness for a particular purpose. The user: (1) accepts the product AS IS, WITH ALL FAULTS; (2) assumes all responsibility for the use thereof; and (3) releases the City of La Porte from any damage, loss, or liability arising from such use.

La Porte GIS Mapping

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 14, 2018</u>
Requested By: <u>Councilmember Danny Earp</u>
Department: <u>Public Works</u>
Report: _____ Resolution: _____ Ordinance: _____

<u>Budget</u>
Source of Funds: <u>N/A</u>
Account Number _____
Amount Budgeted: _____
Amount Requested: <u>\$225,000</u>
Budgeted Item: YES <u>NO</u>

Exhibit: Harris County Bid Tabulation

Exhibit: Harris County Specifications

SUMMARY & RECOMMENDATION

This item has been placed on the agenda at the request of Councilmember Danny Earp.

City of La Porte Street Drainage Division is currently assigned to cleaning and reshaping ditch line in the Lomax Area City of La Porte right of way. Recently, City staff have cleaned approximately 13,000 linear feet (2.46 miles) of ditch along Elizabeth, Alvy, Lomax Drive, Elmwood, Willow View and Robinson Rd. in Lomax.

There are approximately 85,500 linear feet of drainage ditch in the Lomax area that is in the Harris County right-of-way. The Harris County right-of-way ditches are the major trunks of the system running to the Harris County Flood Control Ditches. The estimated cost for the City to contract ditch re-grading the Harris County right of way ditches is \$225,000 at \$2.00 per foot, loose spoil haul off 2000 yard at \$8.00 per yard, and \$38,000 contingency.

Harris County Precinct 2 Operations Director and Road and Bridge Superintendent have advised City staff that North H Street, North L Street and North P Street will be desilted and regraded with the contract they recently bid. They also indicated that survey for the work will start before the date of the Council Retreat. Lomax School Road was not in the plans at this time. Public Works staff will monitor progress and address Lomax School Road with the County as needed.

Action Required by Council:

Consider the items presented and discussed and provide direction to staff.

Approved for City Council Agenda

Corby D. Alexander

Date

**Preparer's Certification for
Specifications, Special Specifications, Special
Provisions, Estimate and Specification Data**

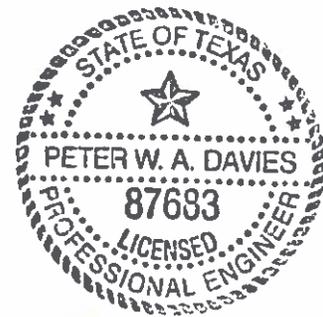
FOR:

**RENEWABLE TERM CONTRACT FOR DITCH REGRADING AND
RESHAPING AT VARIOUS LOCATIONS IN HARRIS COUNTY, PRECINCT
2, UPIN 18102MF0WC01**

Special Note:

The following items developed per the published Construction Drawings have been verified and included in the Purchasing Department's Bid Specification Package which can be located at <https://www.civcastusa.com/>. The items include:

- Pricing/Delivery Information
- Scope of Work
- Special Provision to Standard Specifications
- Special Specifications
- Supplement to General Requirements
- Contract Time



Peter Davies Jan 11, 2018

SCOPE OF WORK

This Project consists of a term contract estimated at \$500,000.00 for ditch regrading and reshaping at various locations in Harris County, Precinct 2.

The Contractor shall provide the necessary equipment, labor and other items to remove excess materials from ditches, including but not limited to debris and silt, in order to regrade the ditches to provide for drainage and reshape the ditches to maintain proper slope stability. This work shall apply to the ditches and in and around any fixtures, features or utilities located within the ditch.

This work is to be on an "as-needed" basis in various locations in Harris County Precinct 2. Ditches are located within roadway right-of-ways, drainage easements, and parks.

GENERAL NOTICE TO CONTRACTORS

In accordance with House Bill 1059, a minimum of 25% of the work to be performed on this project shall be performed by the Bidder.

Special Notice: By law, the original price on firm fixed price contracts may not be increased by more than 25%. The original price may not be decreased by 18% or more without the consent of the contractor. Please monitor additions to your contract - additions in excess of 25% will not be paid under any circumstances.

On public works projects, all contractors shall supply a list of all suppliers and subcontractors with addresses and phone numbers, prior to work commencing.

At the time of the scheduled preconstruction meeting, the successful bidder shall supply to the County a list of representatives signed by an Officer of the Company who are authorized to sign official documents, i.e., Purchase Orders, Change Orders, Final Estimates, etc.

In determining who is a responsible bidder, Harris County may take into account the past performance of the bidder on Harris County projects. Commissioners' Court adopted a written definition and criteria for determining the performance of a contractor which may be considered in determining the responsibility of a bidder.

Harris County is using internet-based software "Capital Projects Management and Tracking System (CAPTRAC)" to maintain consistent administrative and technical control for its projects throughout the County. The Contractor is required to use CAPTRAC on this project in accordance with procedures provided (the User's Guide and Quick Reference Guide in Construct-It under Help link) by the County. CAPTRAC stores electronic project correspondence and related project documents such as RFI's (requests for information) and submittals. CAPTRAC provides the ability to view contract bid items/pay estimate status, submittal status, RFI status, and change order history, etc.

At no cost to the Contractor, the County will provide system login account(s) and provide training for Contractor personnel. The Contractor must update CAPTRAC with any new or changed information within 24 hours of that information becoming known to Contractor.

Therefore, the Contractor must have access to a computer with internet access and a scanner to use CAPTRAC.

GENERAL NOTES

1. In the computation of contract time, Saturdays, Sundays, and Holidays are included, however, there is sufficient time in Monday through Friday for the completion of the project. Therefore, any work on Saturdays, Sundays, and Holidays must be approved 48 hours in advance by the County Engineer.

Texas Board of Professional Engineers
Policy Advisory Regarding Procurement of Engineering Services by General Construction Contractors for
Governmental Public Works Projects

August 20, 2009

Definitions:

Project Professional Engineer – Engineer(s) or engineering firms retained by a governmental entity to perform engineering services for a specific public works project.

General Construction Contractor – Private entity retained by a governmental entity to construct a public works project designed by the Project Professional Engineer.

Other Professional Engineers – Engineer(s) or engineering firms which may be retained by the General Construction Contractor or his subcontractors or vendors to fulfill engineering requirements of the project during the construction phase.

Background: The Dallas – Ft. Worth International Airport Board (DFWIAB) has requested clarification on the Texas Board of Professional Engineers' (Board) interpretation of the Professional Services Procurement Act (PSPA) requirements contained in the Texas Engineering Practice Act (Act). In the course of complex public works projects, the need often arises for Other Professional Engineers to be engaged to perform tasks unforeseen by the Project Professional Engineers or tasks not authorized to be performed by the Project Professional Engineers since they would involve dictating the General Construction Contractor's means and methods of construction. Examples of such engineering tasks include but are not limited to:

- 1) Trench safety plans.
- 2) Traffic control plans.
- 3) Temporary construction structures (crane foundations, for example).

Applicable Board Rules from the Act:

§137.53 Engineer Standards of Compliance with Professional Services Procurement Act

(a) A licensed engineer shall not submit or request, orally or in writing, a competitive bid to perform professional engineering services for a governmental entity unless specifically authorized by state law and shall report to the board any requests from governmental entities and/or their representatives that request a bid or cost and/or pricing information or any other information from which pricing or cost can be derived prior to selection based on demonstrated competence and qualifications to perform the services.

(b) For the purposes of this section, competitive bidding to perform engineering services includes, but is not limited to, the submission of any monetary cost information in the initial step of selecting qualified engineers. Cost information or other information from which cost can be derived must not be submitted until the second step of negotiating a contract at a fair and reasonable cost.

(c) This section does not prohibit competitive bidding in the private sector.

Source Note: The provisions of this §137.53 amended to be effective June 4, 2007.

§137.79 Standards for Compliance with Professional Services Procurement Act

When procuring professional engineering services, a governmental entity and/or its representative(s) shall comply with the requirements of Subchapter A, Chapter 2254, Texas Government Code and shall select and award on the basis of demonstrated competence and qualifications to perform the services for a fair and reasonable price and shall not select services or award contracts on the basis of competitive bidding.

Adopted by the Texas Board of Professional Engineers August 20, 2009

Source Note: The provisions of this §137.79 amended to be effective December 21, 2008.

Analysis of Board Rules, Texas Administrative Code, Title 22, Part 6, Chapter 137: A reading of Board Rule 137.53 reveals that no language exists specific to the selection of Other Professional Engineers that may be required during the construction phase of the project and that would be selected by a General Construction Contractor. Rule 137.53 is specific, however, in that all professional engineers must not divulge cost information prior to being selected solely on their qualifications. The rule also requires licensed professional engineers to report to the Board any instance where a governmental entity and/or their representative requests cost information prior to the qualification based selection phase. The board would interpret a General Construction Contractor to be a representative of the governmental entity. Similarly, Board Rule 137.79 requires that governmental entities or their representatives use qualification based selection processes.

Process: If professional engineering services are required during the course of the project, the public entity or the General Construction Contractor must use qualification based selection to procure all engineering services regardless of when the services are required. The following language is used by the DFWIAB in their contract documents to communicate this requirement to their contractors and representatives:

Ancillary/ Integral Professional Services: In selecting an architect, engineer or land surveyor, etc., to provide professional services, if any, that are required by the specifications, bidder shall not do so on the basis of competitive bids but shall make such selection on the basis of demonstrated competence and qualifications to perform the services in the manner provided by Section 2254.004 of the Texas Government Code and so shall certify to the Board (DFWIAB) with its bid.

The above contract language covers instances where a General Construction Contractor's means and methods would trigger the requirement for Other Professional Engineering services that were not performed by the Project Professional Engineers. Examples include traffic control plans for contractor controlled disruptions of normal traffic, or instances where Other Professional Engineering services would be sought to build a temporary crane foundation. The General Construction Contractor would use a qualification based selection process to select Other Professional Engineers and would certify in writing to the governmental entity that the QBS process was followed and no pricing or costing data was used in the process.

Limitations: The QBS process performed by General Construction Contractors described in this policy advisory is intended only for those limited instances where:

- 1) Engineering decisions or designs performed by the governmental entity's Project Professional Engineer would interfere with the contractor's means and methods of construction or
- 2) Unforeseen construction issues necessitate the services of Other Professional Engineers in the course of the project.

Adopted by the Texas Board of Professional Engineers August 20, 2009

SPECIAL NOTICE TO CONTRACTORS

In the hauling of construction materials, excavation equipment or other items required in the completion of this project, the attention of prospective bidders is directed to ordinances and regulations of local, municipal, or county governments which limit the type or the gross weight of motor vehicle or construction equipment operating on public roads and streets or which restrict the use of such equipment on certain streets.

It will be the responsibility of prospective bidders to investigate any limitations in routing, size of equipment, or gross vehicle weights which may be subject to regulations by local governmental jurisdictions.

Attention of prospective bidders is also invited to the provisions of City of Houston Ordinance No. 62-888, dated June 20, 1962, which requires the licensing of vehicles which are used in the transportation of earth, sand, shell, gravel and similar construction or excavated materials.

Approved by Harris County Commissioners' Court July 23, 1962, Vol. 51.

NOTICE TO CONTRACTORS ON STORM WATER QUALITY AND ENVIRONMENTAL ISSUES

In addition to the regulatory requirements stated in the General Conditions, the Contractor shall recognize and comply with the following:

SECTION 1. STORM WATER POLLUTION PREVENTION PLANS

A. COVERAGE

Coverage under the Texas Pollutant Discharge Elimination System (TPDES) General Permit TXR150000 for storm water discharges associated with construction activities is required for a project that disturbs 1 acre or greater (or is a part of a larger common plan of development with the potential to disturb 1 acre or greater). Coverage requires the preparation, implementation, inspection, and maintenance of a Storm Water Pollution Prevention Plan (SWPPP), in accordance with the TPDES General Permit.

B. PROJECT CLASSIFICATION

This project is classified as one of three categories listed below. The Contractor shall be responsible for the storm water quality items, accordingly.

1. “Construction Sites That Do Not Require TPDES General Permit Coverage”

The project disturbs less than 1 acre (and is not part of a common plan of development with the potential to disturb 1 acre or more); therefore, coverage under the TPDES General Permit is not required. However, the Contractor shall implement good housekeeping measures to minimize the potential for pollutants, associated with the construction activities, to enter the storm sewer system. Item 725, “General Source Controls”, shall be implemented by the Contractor, as well as any other erosion, sedimentation, and pollution controls shown in the plans and project manual.

or

2. “Small Construction Sites”

The project disturbs 1 acre or more, but less than 5 acres, (or is part of a common plan of development with the potential to disturb 1 acre or more); therefore, coverage under the TPDES General Permit is required. The Contractor shall implement, inspect, and maintain the Storm Water Pollution Prevention Plan shown in the plans and project manual. Certification of a TCEQ Small Construction Site Notice (CSN) in accordance with Part II.E.2 of the TPDES General Permit is required. **The Contractor, as a primary operator, as defined by TPDES General Permit, shall certify one Construction Site Notice (CSN) and provide this to Harris County at the time that the contract is awarded.** Harris County (owner), as primary operator, **as defined by TPDES General Permit, shall certify a second Construction Site Notice (CSN) at the time**

the contract is awarded. After the project is awarded, Harris County shall provide copies of the two certified Construction Site Notices (CSN) to the Contractor, and send copies to the local storm sewer operator for notification purposes. Prior to commencing construction activities, the Contractor shall laminate and post the notices on the project site in a location where they are readily available for public viewing. The Contractor shall maintain the posted notices until after completion of the construction activities and final stabilization of the project site as defined by the TPDES General Permit. When the project is completed and stabilization is achieved, as defined by the TPDES General Permit, then the Contractor shall note the date that the Small Construction Site Notice was removed from the project site. A copy of the completed Small Construction Site Notice shall be provided to the Engineer with the SWPPP records. The County shall then notify the local storm sewer operator that storm water associated with construction activities is no longer being discharged from the site.

or

3. **“Large Construction Sites”**

The project disturbs 5 acres or greater (or is part of a common plan of development with the potential to disturb 5 acres or more); therefore, coverage under the TPDES General Permit is required. The Contractor shall implement, inspect, and maintain the Storm Water Pollution Prevention Plan shown in the plans and project manual. Certification of a Notice of Intent (NOI) in accordance with Part II.E.3 of the TPDES General Permit is required and shall be completed in accordance with Harris County Specification Item Number 700. The Contractor shall not commence with any earth disturbing activities on the project site until:

- at least seven (7) days after submittal of the NOI (Harris County & Contractors) via U.S. Postal Service, or if Utilizing electronic submittal, prior to commencing construction activities,
- copies of signed NOI's are submitted to any municipal separate storm sewer system (MS4) receiving discharge, at least seven (7) days prior to commencing construction activities. Contractor shall list in the SWPPP the names and addresses of all MS4 operators receiving a copy.
- copies of the Certified NOI's are posted in a publicly accessible location (copies shall be laminated or placed in weather resistant display case),
- and copies (Harris County & Primary Contractors) of construction site notice for large sites (CSN) are posted in a publicly accessible location. After construction activities are complete and final stabilization is achieved (as defined by the TPDES General Permit), the Contractor shall certify one Notice of Termination (NOT) form and provide it to Harris County. Harris County shall certify a second NOT form. Harris County shall submit the two NOTs to the TCEQ and the local storm sewer system operator. After the NOTs have been submitted to the TCEQ, then the Contractor shall remove all temporary SWPPP controls, cease SWPPP inspections, and deliver copies of all SWPPP records to the Engineer who shall archive them

for a minimum of three years. The final payment to the Contractor may be held until all SWPPP records are received by the Engineer.

SECTION 2. STORM WATER QUALITY MANAGEMENT PLANS

A. COVERAGE

If this project meets the definition of “new development” or “significant redevelopment” as defined in the Harris County regulations or City of Houston ordinance on storm water quality and the project is not “grandfathered” or “exempt” as defined by the regulation or ordinance, then a Storm Water Quality Management Plan (SWQMP) is required for the project, as shown in the construction plans.

B. CLASSIFICATION

This project is classified as one of three categories listed below. The Contractor shall be responsible for the storm water quality items, accordingly.

1. “SWQ Permit Within Unincorporated Harris County”

If a Storm Water Quality Management Plan with permanent storm water quality controls is shown in the construction plans and the project is located in unincorporated Harris County, then a *Storm Water Quality Management Plan* is required prior to the start of construction. Prior to the start of construction, the Engineer shall submit the plans and Written Storm Water Quality Management Plan to the Harris County Permits Group and obtain the *necessary signatures acknowledging acceptance of the Storm Water Quality Management Plan*. The Contractor shall construct the SWQMP structural controls in accordance with the construction plans, and maintain the SWQMP structural controls until completion of the project and until the Engineer can certify that the SWQMP structural controls are constructed in accordance with the plans.

or

2. “SWQ Permit Within City of Houston”

If a Storm Water Quality Management Plan with permanent storm water quality controls is shown in the construction plans and the project is located in the jurisdiction of the City of Houston, then a *Storm Water Quality Management Permit* is required prior to the start of construction. Prior to the start of construction, the Engineer shall submit to the City of Houston the construction plans, the *City of Houston Storm Water Quality Management Plan Application for Permit*, and all other related documents shown on the permit application and obtain the *Storm Water Quality Management Permit*. **Prior to the start of construction, the Contractor shall post a performance bond to the City of Houston for the construction of the storm water quality structural controls.** The Contractor shall post a copy of the issued permit on the project site, construct the SWQMP structural controls in accordance with the construction plans, and maintain the SWQMP structural controls until completion of the project and until the Engineer can certify that the SWQMP structural controls are constructed in accordance with the plans.

The Engineer shall submit the *Storm Water Quality Permit As-built Certificate* to the City of Houston and Harris County shall begin implementation of the SWQMP.

or

3. **“Grandfathered or Exempt from SWQ Permit” or “Storm Water Quality Bank”**

If a Storm Water Quality Management Plan, or permanent storm water quality feature, is not shown in the construction plans, then a *Storm Water Quality Management Permit* is not required prior to the start of construction because it is grandfathered, exempt, or has provided storm water quality measures through the Storm Water Quality Bank.

SECTION 3. OTHER ENVIRONMENTAL ISSUES

A. **BIOLOGICAL ISSUES**

In accordance with requirements under the federal Migratory Bird Treaty Act, if in the course of construction, a bird rookery, an identified special migratory bird habitat, or a nesting site is discovered on the project site, then the Contractor shall cease work in the area and immediately notify the Engineer.

In accordance with the Federal Endangered Species Act and the Texas Parks and Wildlife Code, if a biological mitigation plan for specially protected flora and fauna species has been provided within the construction plans, then the Contractor shall comply with all requirements noted within the plan.

B. **WATERS OF THE UNITED STATES INCLUDING ADJACENT WETLANDS**

In accordance with Section 404 and Section 401 of the Clean Water Act and Section 10 of the Rivers and Harbors Act, waters of the United States including adjacent wetlands shall not be impacted by the Contractor unless a Department of the Army Permit has been obtained from the U.S. Army Corps of Engineers for the project.

If Harris County has obtained a Department of the Army Permit for this project, a copy of the permit is provided in the project manual. The Contractor shall comply with all requirements of the Department of the Army Permit. The Contractor shall not impact any waters of the United States and adjacent wetlands greater than the area and volume shown in the permit. If the Contractor impacts waters of the United States including adjacent wetlands on the project site that exceeds the area and volume shown in the permit, then the Contractor shall be responsible for any violations that may be issued by the regulatory agencies. If the Contractor deems it necessary to impact waters of the United States including adjacent wetlands that exceed the permit, then the Contractor must first notify the Engineer and the Engineer may obtain the necessary regulatory clearances prior to allowing the additional impacts to occur.

During construction of the project, if the Contractor uses off-site areas (not owned by Harris County) for placement of borrow material, disposal of construction debris, staging of construction materials, usage as a field office, or other types of construction related activities, then the Contractor shall be solely responsible for obtaining all environmental permits for the off-site activity, as well

as providing all environmental controls and compensatory mitigation requested by the permitting agency. If a regulatory violation occurs as a result of this off-site activity, then the Contractor shall be solely responsible for this violation.

C. STATE OWNED SUBMERGED LANDS

The Contractor shall not impact submerged lands regulated under the authority of the Texas General Land Office, or other local agency, without an easement agreement. If an easement agreement is necessary for the construction activities, then the easement agreement shall be obtained by Harris County.

D. CULTURAL RESOURCES

In accordance with the National Historic Preservation Act and the Antiquities Code of Texas, the Contractor shall not remove or disturb, or cause or permit to be removed or disturbed, any historical, archeological, architectural, or other cultural artifacts, relics, vestiges, remains, or objects of antiquity from the project site. In the event that such items are discovered on the project during construction activities, the Contractor shall immediately notify the Engineer. The site and the potentially significant material shall be protected by the Contractor from further disturbance until a professional examination of them can be made and/or until clearance to proceed with construction has been provided by the Engineer.

E. HAZARDOUS AND PETROLEUM SUBSTANCES

If during the course of construction, the Contractor discovers hazardous or petroleum substances or wastes on the project site, then the Contractor shall immediately cease work in the area and remove all personnel from the area. The contractor shall temporarily close the area to the public, as well; temporary fencing or caution tape shall be installed around the area. The Contractor shall notify the Engineer immediately. Work in the area shall not be permitted until the Engineer has determined that safety and environmental issues have been properly addressed.

CONSTRUCTION NOTES

Scope of Work Included:

This Contractor shall provide the necessary equipment, labor and other items to remove excess materials from ditches, including but not limited to debris and silt, in order to regrade the ditches to provide for drainage and reshape the ditches to maintain proper slope stability. This work shall apply to the ditches and in and around any fixtures, features or utilities located within the ditch.

This work is to be on an "as-needed" basis in various locations in Harris County Precinct 2. Ditches are located with roadway right-of-ways, drainage easements, and parks.

1. At the pre-construction conference, the Contractor will be provided with a list of initial sites where ditches are to be re-graded/re-shaped in Precinct 2, which will be grouped in a general work area.
2. The Precinct will periodically give the contractor written authorization to perform these tasks on one (1) or several right of ways, roads and/or parks. The contractor must be prepared to work on multiple projects and areas at one time.
3. The respective Camp Superintendent will notify the Contractor about additional sites on an on-call basis.
4. The Contractor shall complete the work in one area to the satisfaction of the Harris County Representative before proceeding on to other areas.
5. The Contractor will have (ten) 10 working days to begin work at sites from the time the County Representative or Superintendent gives notice. This time may be adjusted based on inclement weather.
6. The typical work hours are Monday to Friday 7:00 AM to 4:00 PM. The Contractor shall coordinate with residents or other individuals not to impede traffic during "rush hours", trash pickup, mail delivery, school bus pick up/drop off or other events.
7. In the computation of contract time, Saturdays, Sundays, and Holidays are included. Should the Contractor propose any work on Saturdays, Sundays, and Holidays, this request must be approved 48 hours in advance by the County and there is no additional cost to be incurred to the contract.
8. Documentation – The Contractor should document the existing conditions of the work areas prior to commencing with their work to establish any existing damage to items in the right-of-way.
9. Limits and Grades - Harris County will provide the limits and grades of the ditches and the Contractor will coordinate with the County's surveyors, and notify the County if proposed grades do not appear to be correct or adequate.
10. Coordination -The Contractor is required to provide coordination with Harris County Precinct 2 Road and Bridge staff, utility operators, residents and other individuals when the work is being done.

11. Equipment – The Contractor will provide a hydraulic excavator with rubber tire/track, a retractable telescoping, and rotatable boom attached to an interchangeable excavating or grading bucket at least 36 in wide that will allow for a smooth/rounded ditch bottom. The entire excavating mechanism must be mounted on a platform that rotates on a turntable assembly.
12. Traffic Control -Traffic Control is required while the work is proceeding and shall be in conformance with the Texas MUTCD, including flaggers, signage, cones and other traffic control devices, which is incidental to the Work.
13. Utilities - Prior to beginning work in an area, the Contractor shall notify all utility operators including but not limited to telephone, cable, power, sanitary sewer, storm sewer, pipelines, both underground and aerial, and have these items marked/located/flagged.
14. Utility Damage and Conflicts -During the prosecution of the work, should the Contractor expose or damage any underground or aerial utilities, they are responsible for contacting the utility to notify them of the conditions. Should the location of the utility and grade conflict, the Contractor shall notify the Harris County Utility Coordinator to determine if the utility will need to be adjusted, relocated or otherwise altered to allow for the grading.
15. Disposal of Soils and Debris – The Contractor is responsible for the disposal of the excavated materials from the ditch and disposal shall be at a designated landfill and not placed in any right-of-ways, flood plains or floodways. The Contractor shall notify the County of where the materials are disposed of.
16. Clean Up and Spillage – The Contractor is responsible for conveying the excavated materials into suitable haul off vehicles and will not be permitted to stockpile soils on roadways or right-of-ways. Following work in an area the Contractor shall provide sufficient clean up so that soils are not tracked and that liquids from the excavations are not spilled on the pavement.
17. Acceptance – Prior to moving operations from a work area, the Contractor shall meet with the Harris County Representative and if any of the ditch sections hold water or work items have not been completed, the Contractor shall remedy any deficiencies within seven (7) working days.
18. Damage to Paving – The Contractor shall provide the necessary equipment or means of protecting the existing paving to prevent gouging, tracking or destruction of pavement markings. Should paving be marred or rutted, the Contractor shall notify the Precinct immediately.
19. Mailboxes and Signs – Should the Contractor damage mailboxes or signs within the right of way, they will be responsible to repairing the damage or replacement of the item.
20. Blocked Culverts – Should the Contractor encounter blocked culverts or other drainage impediments during the execution of the work, they shall notify the Precinct who is responsible for resolving these issues.
21. Right of Entry – The work is to be within the existing roadway right-of-way or drainage easements. Should existing conditions require work outside of these limits or require a right-of-entry, the Contractor shall notify the County and coordinate access as required.
22. Storage of Equipment – The Contractor shall be allowed to temporarily park their equipment and vehicles within the roadway right-of-way, if required, but the County shall be notified of the location(s) and the storage does not constitute blocking traffic or causing any site restrictions.

23. Soil Characterization - Should the Contractor encounter any materials in the roadside ditches, or areas to be excavated, that appears to have contamination, they should notify the County and proceed with other work in the area. Harris County, if necessary will provide for testing of any questionable materials.

The following specifications drawings are attached.

Special Specification 8265 Regrading and Reshaping Ditches

TCP-SW TRAFFIC CONTROL PLAN (SHOULDER WORK)

TCP-12 ONE LANE, TWO-WAY OPERATION)

TCP-LL (LEFT LANE CLOSURE)

TCP-RL (RIGHT LANE CLOSURE)

Detail 1 ROADSIDE DITCH REGRADING (SECTION)

Detail 2 ROADSIDE DITCH REGRADING (PLAN)

Precinct 2 Boundaries

SPECIAL NOTES

The bid quantities provided are for bid evaluation only. These quantities represent the expected number of each item to be used during the one (1) year period and the County reserves the right to adjust bid items and quantities as needed. The Contract allows for four (4) renewals and bid items/quantities may be adjusted time to time by means of a Change in Contract.

The contract will be in effect for a period of twelve (12) months starting from the date agreed to in the pre-construction meeting.

Harris County reserves the right to annually extend the contract twelve (12) months at a time for an additional four (4) years. The decision to extend the contract shall be made with the mutual consent of the Contractor and Harris County.

The time for renewal shall be twelve (12) months after contract commencement date. If the parties cannot agree on the unit prices for the renewal period, the current contract shall terminate at the end of the current contract year.

Clean Up: refer to Harris County Specification Item 560. Uncleaned areas are unsightly and potentially hazardous, and require the use of County facilities and employee time in responding to citizen complaints. Contractor is required to remove from the jobsite all trash and excess materials accumulated as a result of this work, daily and prior to beginning work at the next jobsite

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HARRIS COUNTY PRECINCT 2 MAINTENANCE CAMPS



EAST ALDINE CAMP

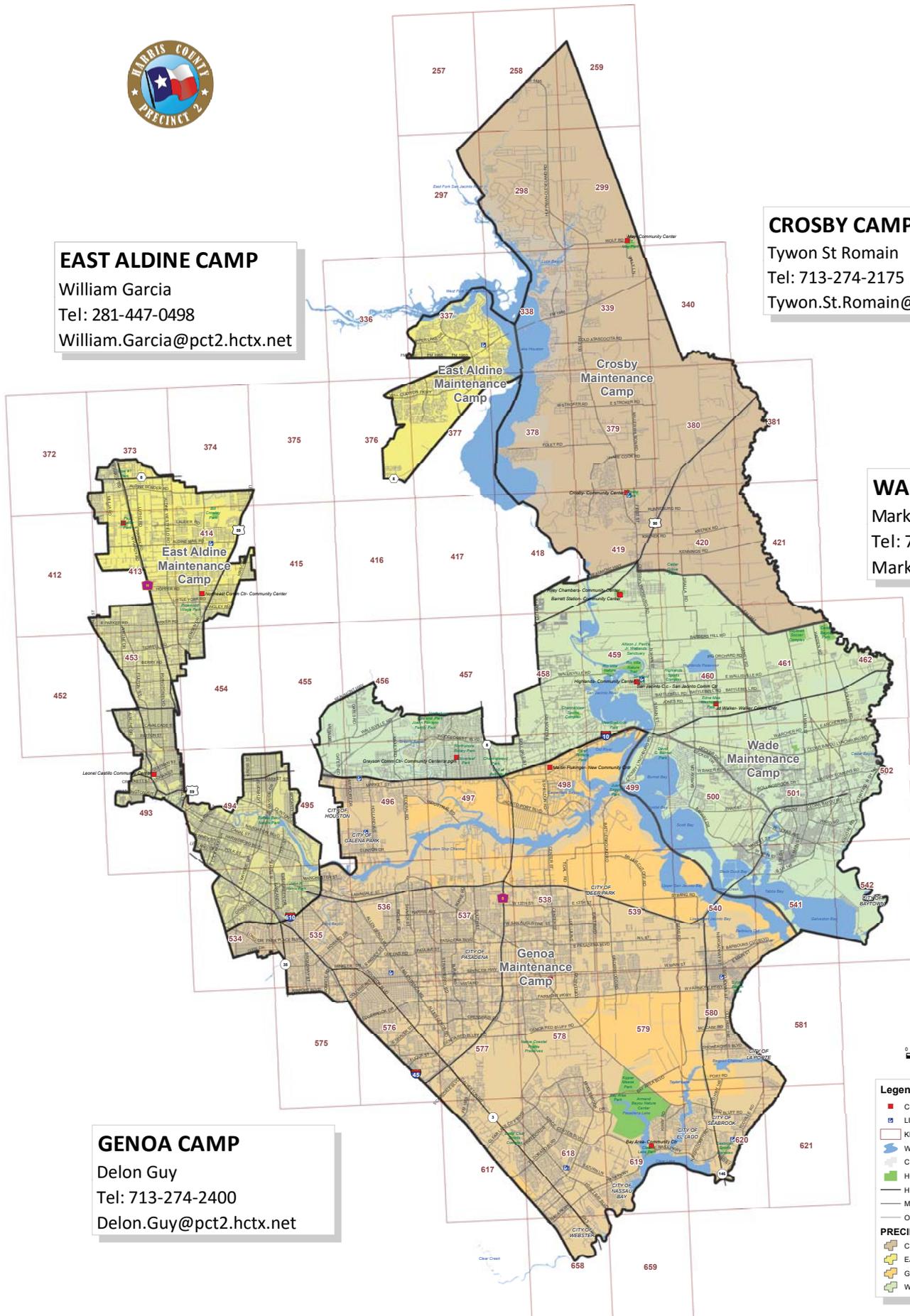
William Garcia
 Tel: 281-447-0498
 William.Garcia@pct2.hctx.net

CROSBY CAMP

Tywon St Romain
 Tel: 713-274-2175
 Tywon.St.Romain@pct2.hctx.net

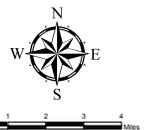
WADE CAMP

Mark Bush
 Tel: 713-274-2300
 Mark.Bush@pct2.hctx.net



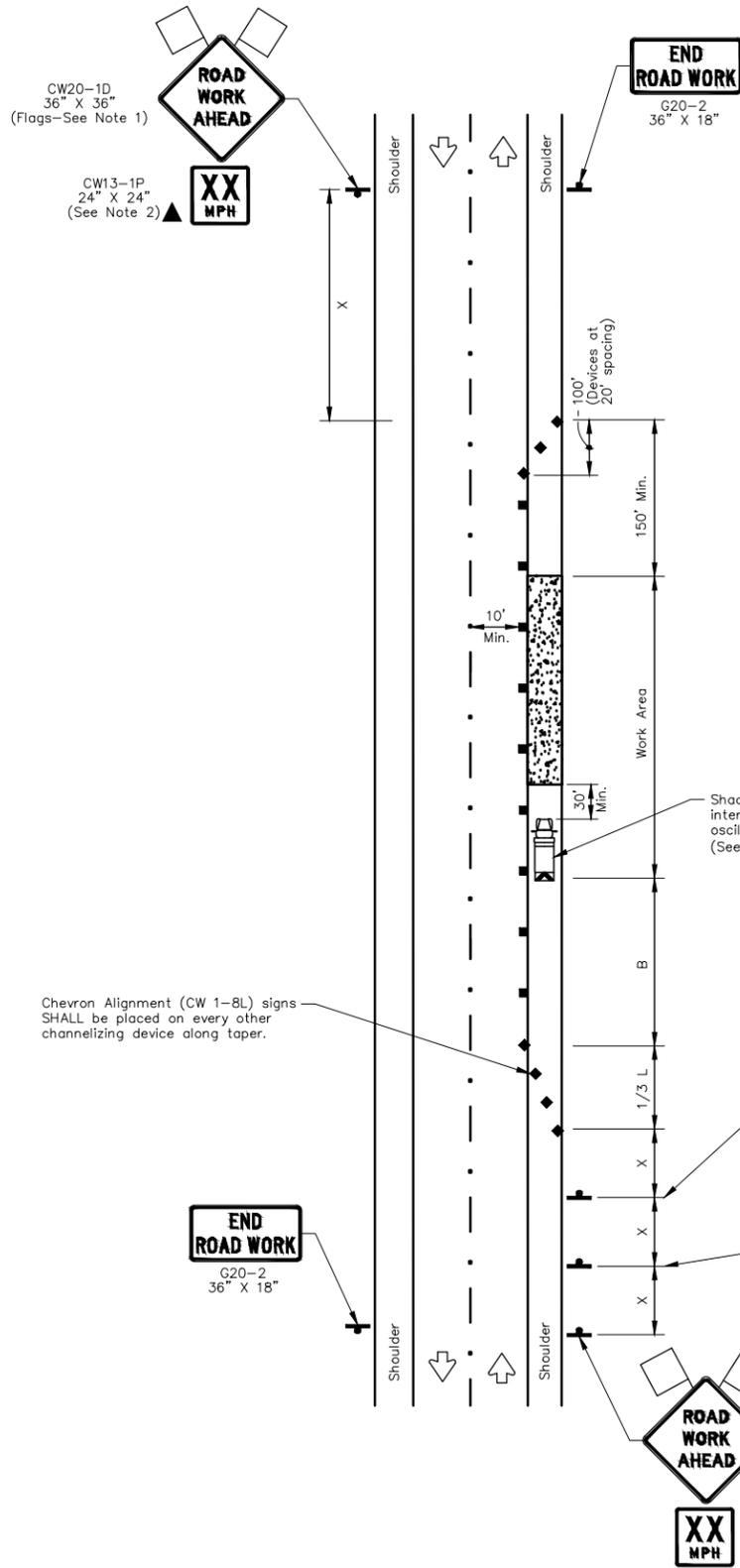
GENOA CAMP

Delon Guy
 Tel: 713-274-2400
 Delon.Guy@pct2.hctx.net

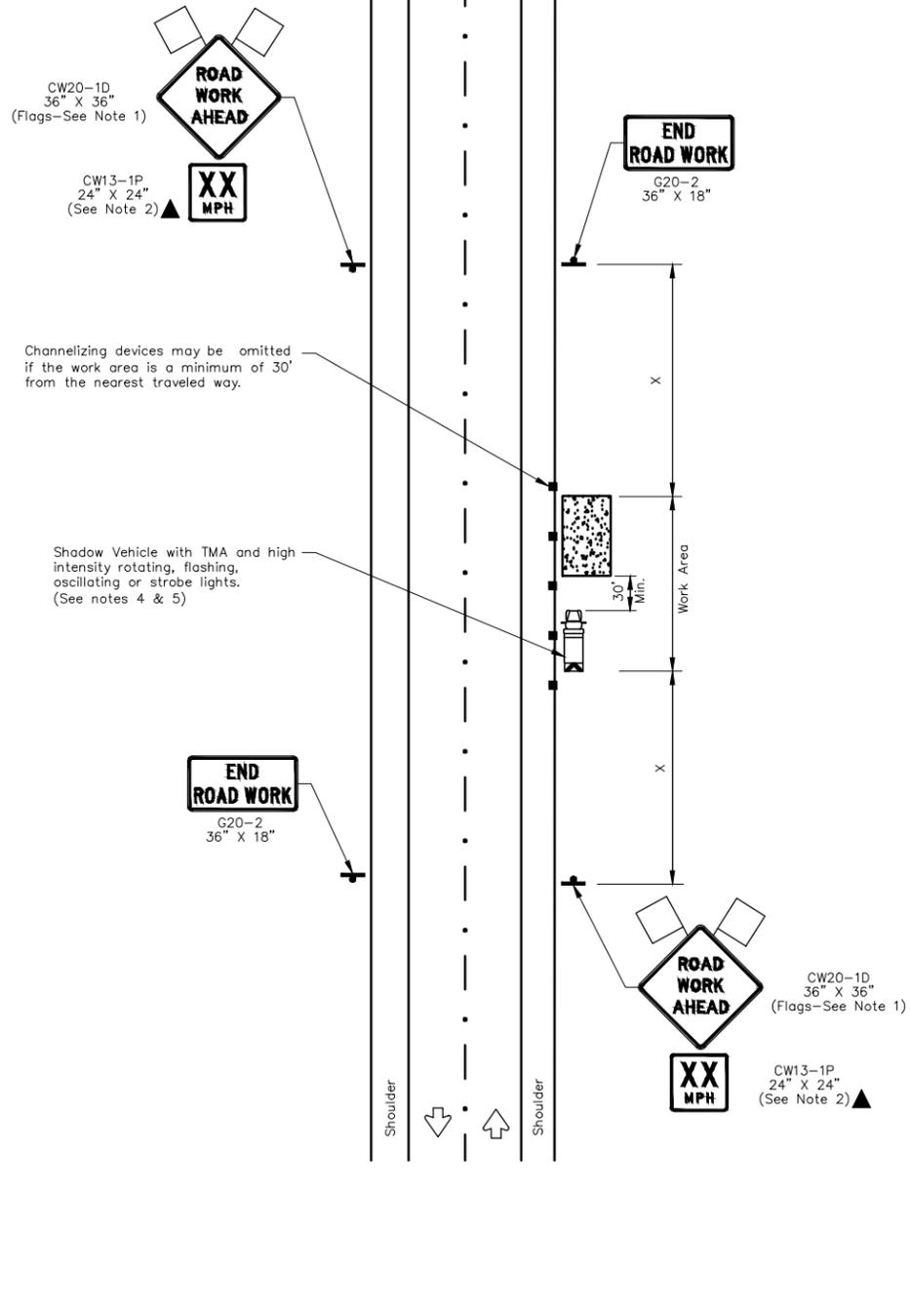


- Legend**
- COMMUNITY CENTER
 - LIBRARY
 - KEYMAP PAGE
 - WATER BODIES
 - CITIES/INCORPORATED AREAS
 - HC MAINTAINED PARKS
 - HIGHWAYS
 - MAJOR ROADS
 - OTHER ROADS
- PRECINCT 2 MAINTENANCE CAMPS**
- CROSBY CAMP
 - EAST ALDINE CAMP
 - GENOA CAMP
 - WADE CAMP

J:\Engineering Specs\Harris County Standard Traffic Drawings-Master file\8-18-2017 STANDARD TRAFFIC DRAWINGS\5-TRAFFIC CONTROL PLAN\TCP-SW.dwg



WORK SPACE ON SHOULDER



WORK SPACE NEAR SHOULDER

TRAFFIC CONTROL PLAN SECTION SHALL BE COMPLETED BY ENGINEER

ROADWAY	POSTED SPEED	TAPER LENGTH	SPACING CHANNELIZING DEVICES		SIGN SPACING	BUFFER SPACE
			TAPER	TANGENT		

LEGEND			
	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board		Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed *	Formula	Minimum Desirable Taper Lengths "L"			Suggested Maximum Spacing of Channelizing Devices		Minimum Sign Spacing "X" Distance	Suggested Longitudinal Buffer Space "B"
		10' Offset	11' Offset	12' Offset	On a Taper	On a Tangent		
30	L = WS ² / 60	150'	165'	180'	30'	60'	120'	90'
35		205'	225'	245'	35'	70'	160'	120'
40	L = WS	265'	295'	320'	40'	80'	240'	155'
45		450'	495'	540'	45'	90'	320'	195'
50	L = WS	500'	550'	600'	50'	100'	400'	240'
55		550'	605'	660'	55'	110'	500'	295'
60	L = WS	600'	660'	720'	60'	120'	600'	350'
65		650'	715'	780'	65'	130'	700'	410'
70	L = WS	700'	770'	840'	70'	140'	800'	475'
75		750'	825'	900'	75'	150'	900'	540'

* Conventional Roads Only
 ** Taper lengths have been rounded off.
 L=Length of Taper(FT) W=Width of Offset(FT) S=Posted Speed(MPH)

GENERAL NOTES

- Flags attached to signs where shown are OPTIONAL.
- All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol are OPTIONAL.
- Inactive work vehicles or other equipment should be parked near the right-of-way line and not parked on the paved shoulder.
- A Shadow Vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Shadow Vehicle and TMA.
- Additional Shadow Vehicles with TMAs may be positioned off the paved surface, next to those shown in order to protect wider work spaces.
- Contractor shall provide and install traffic control devices in conformance with part VI of Texas Manual on Uniform Traffic Control Devices (TMUTCD - Latest edition with revisions) during construction.
- No lanes shall be blocked during construction.
- If project is within 400 feet from a signalized intersection, the Contractor shall contact Harris County Engineering Department, Traffic Signal Maintenance at (713) 881-3210 five (5) days prior to the start of construction.

NO.	REVISIONS	DATE	NAME

HARRIS COUNTY ENGINEERING DEPARTMENT



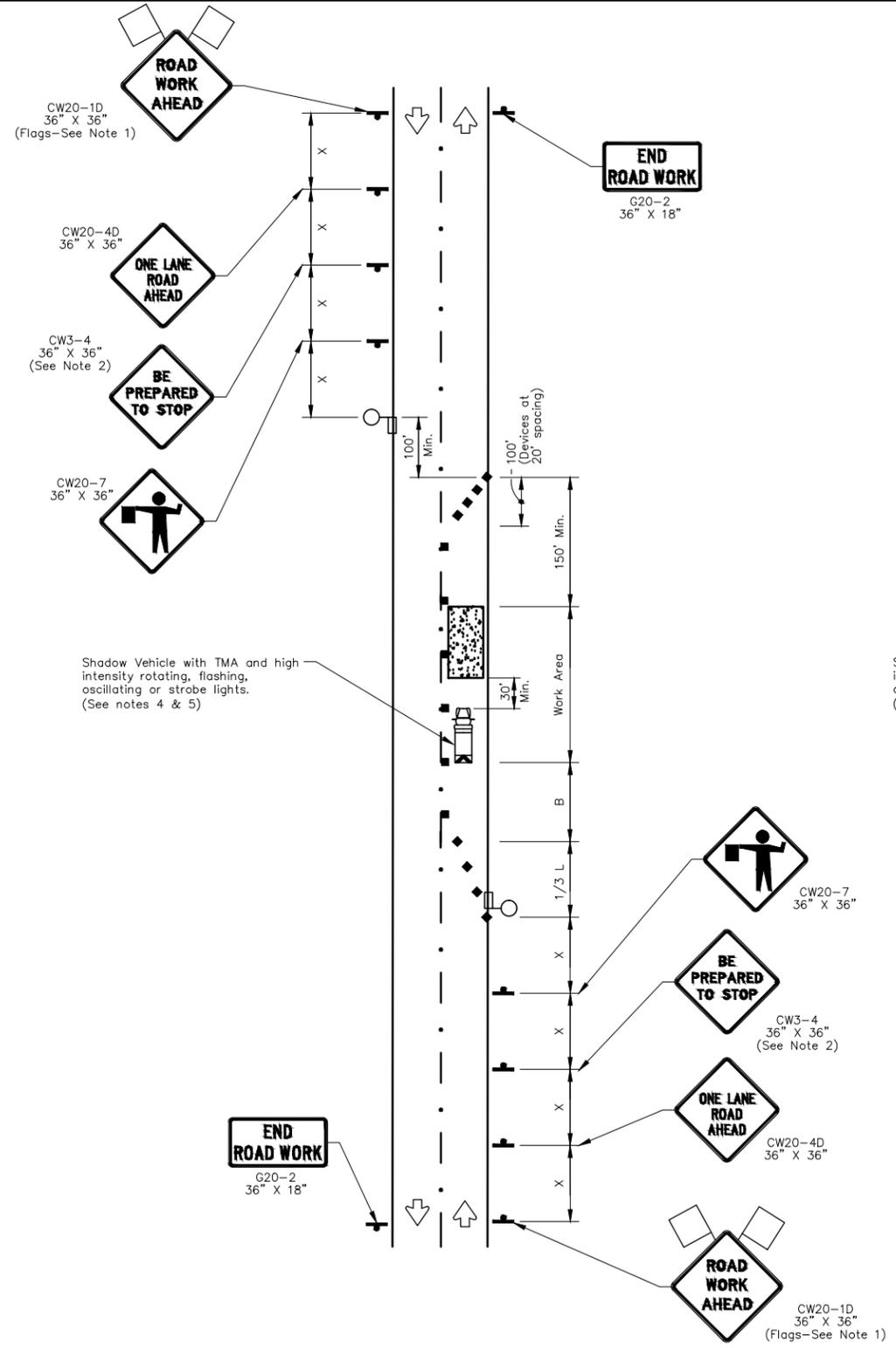
FOR INTERIM REVIEW ONLY

DOCUMENT INCOMPLETE:
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 BIDDING, OR PERMIT PURPOSES

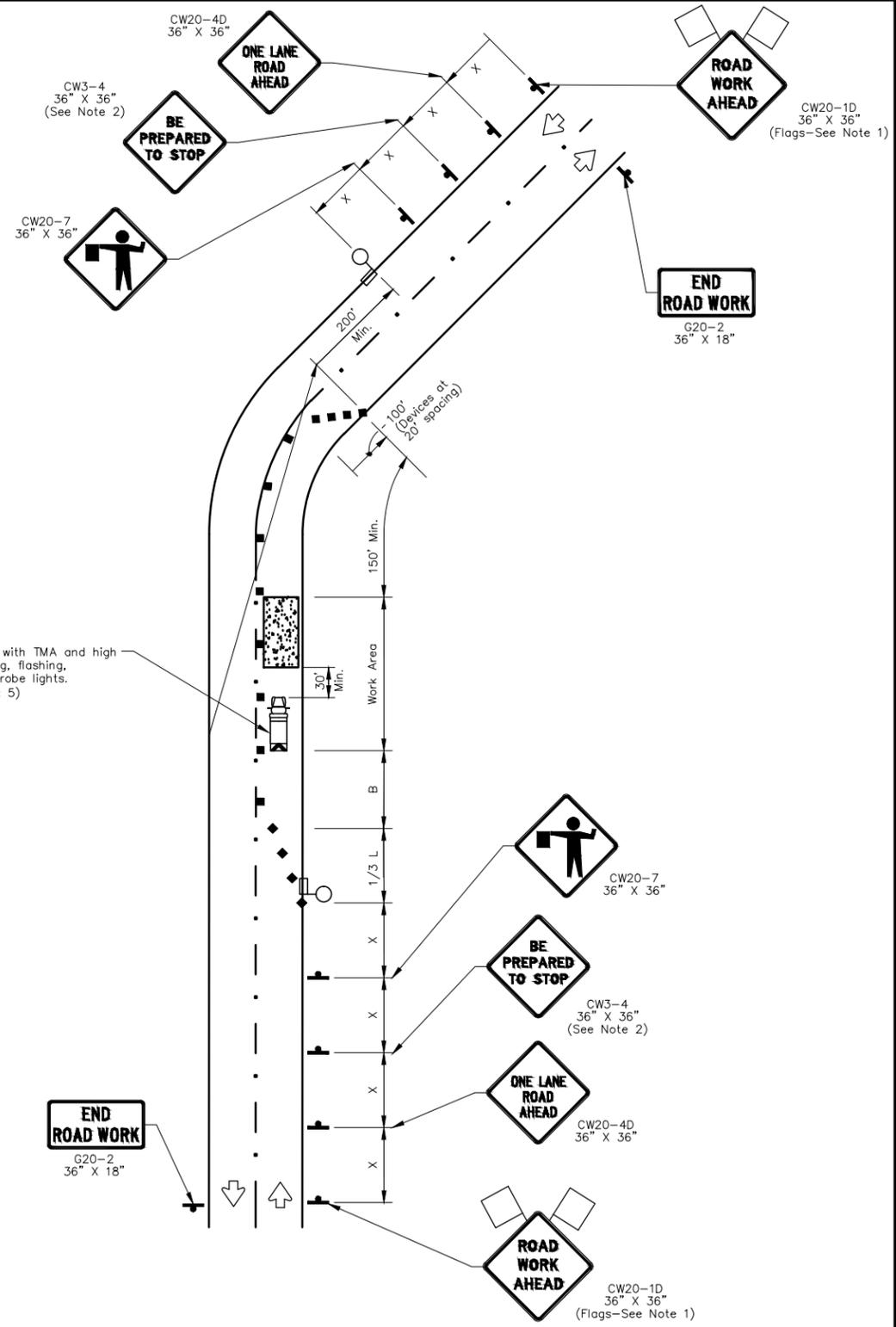
ENGINEER: NAME
 P.E. SERIAL No. NUMBER
 DATE: / /

PROJECT TITLE:		TRAFFIC STANDARD
SHEET DESCRIPTION: TRAFFIC CONTROL PLAN (SHOULDER WORK)		TCP-SW
DRAWN BY: BSH	DATE: 8/18/17	SHEET NO.:
CK'D BY: BSH	SCALE: NONE	

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**ONE-LANE TWO-WAY SINGLE LANE CLOSURE
CONTROL WITH FLAGGERS
(ON STRAIGHT SECTION OF ROADWAY)**



**ONE-LANE TWO-WAY SINGLE LANE CLOSURE
CONTROL WITH FLAGGERS
(ON CURVED SECTION OF ROADWAY)**

TRAFFIC CONTROL PLAN SECTION SHALL BE COMPLETED BY ENGINEER

ROADWAY	POSTED SPEED	TAPER LENGTH	SPACING CHANNELIZING DEVICES		SIGN SPACING	BUFFER SPACE
			TAPER	TANGENT		

LEGEND

	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board		Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed *	Formula	Minimum Desirable Taper Lengths "L"			Suggested Maximum Spacing of Channelizing Devices		Minimum Sign Spacing "X" Distance	Suggested Longitudinal Buffer Space "B"
		10' Offset	11' Offset	12' Offset	On a Taper	On a Tangent		
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40	L = WS	265'	295'	320'	40'	80'	240'	155'
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50	L = WS	500'	550'	600'	50'	100'	400'	240'
55		550'	605'	660'	55'	110'	500'	295'
60	L = WS	600'	660'	720'	60'	120'	600'	350'
65		650'	715'	780'	65'	130'	700'	410'
70	L = WS	700'	770'	840'	70'	140'	800'	475'
75		750'	825'	900'	75'	150'	900'	540'

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 ** Taper lengths have been rounded off.
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GENERAL NOTES

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- Additional Shadow Vehicles with TMAs may be positioned off the paved surface, next to those shown in order to protect wider work spaces.
- Contractor shall provide and install traffic control devices in conformance with part VI of Texas Manual on Uniform Traffic Control Devices (TMUTCD - Latest edition with revisions) during construction.
- Flaggers should use two-way radios or other methods of communication to control traffic.
- Length of work space should be based on the ability of flaggers to communicate.
- If the work space is located near horizontal or vertical curve, the buffer distances should be increased in order to maintain adequate stopping sight distances to the flagger and a queue of stopped vehicles (see table above).
- Channelizing devices on the center-line may be omitted when a pilot car is leading traffic and approved by the Engineer.
- Flaggers should use 24" STOP/SLOW paddles to control traffic. Flagg should be limited to emergency situations.
- No lanes shall be blocked from 7am to 9am and 4pm to 6:30pm Monday thru Friday.
- Off duty police officers required to direct traffic when applicable.
- If project is within 400 feet from a signalized intersection, the Contractor shall contact Harris County Engineering Department, Traffic Signal Maintenance at (713) 881-3210 five (5) days prior to the start of construction.

NO.	REVISIONS	DATE	NAME

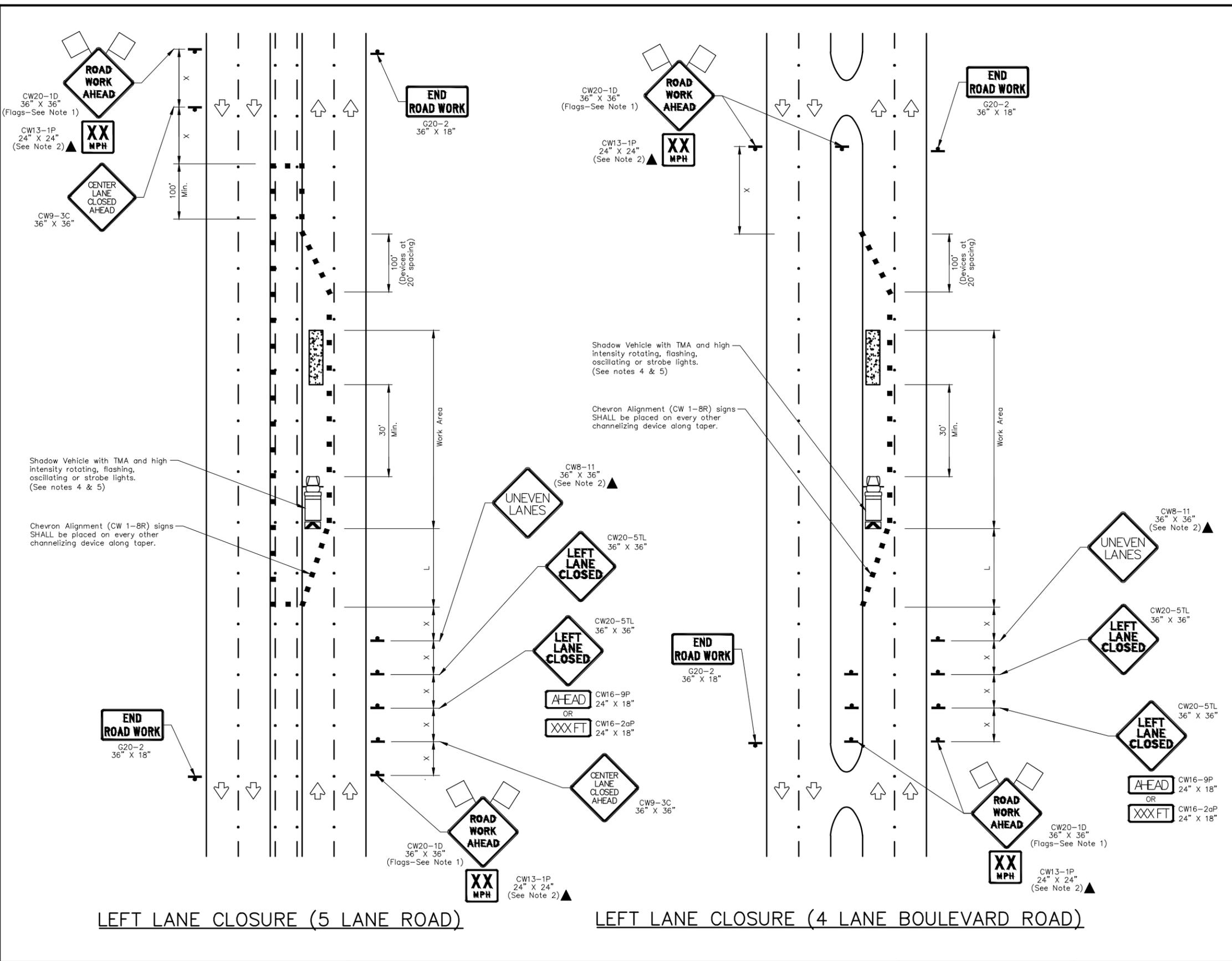
**HARRIS COUNTY
ENGINEERING DEPARTMENT**



FOR INTERIM REVIEW ONLY
 DOCUMENT INCOMPLETE:
 NOT INTENDED FOR CONSTRUCTION,
 BIDDING, OR PERMIT PURPOSES
 ENGINEER: NAME
 P.E. SERIAL No. NUMBER
 DATE: / /

PROJECT TITLE:		TRAFFIC STANDARD
SHEET DESCRIPTION:		TCP-12
DRAWN BY:	DATE:	8/18/17
CK'D BY:	SCALE:	SHEET NO:
BSH	NONE	

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TRAFFIC CONTROL PLAN SECTION SHALL BE COMPLETED BY ENGINEER

ROADWAY	POSTED SPEED	TAPER LENGTH	SPACING CHANNELIZING DEVICES		SIGN SPACING	BUFFER SPACE
			TAPER	TANGENT		

LEGEND

	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board		Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

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65		650'	715'	780'	65'	130'	700'	410'
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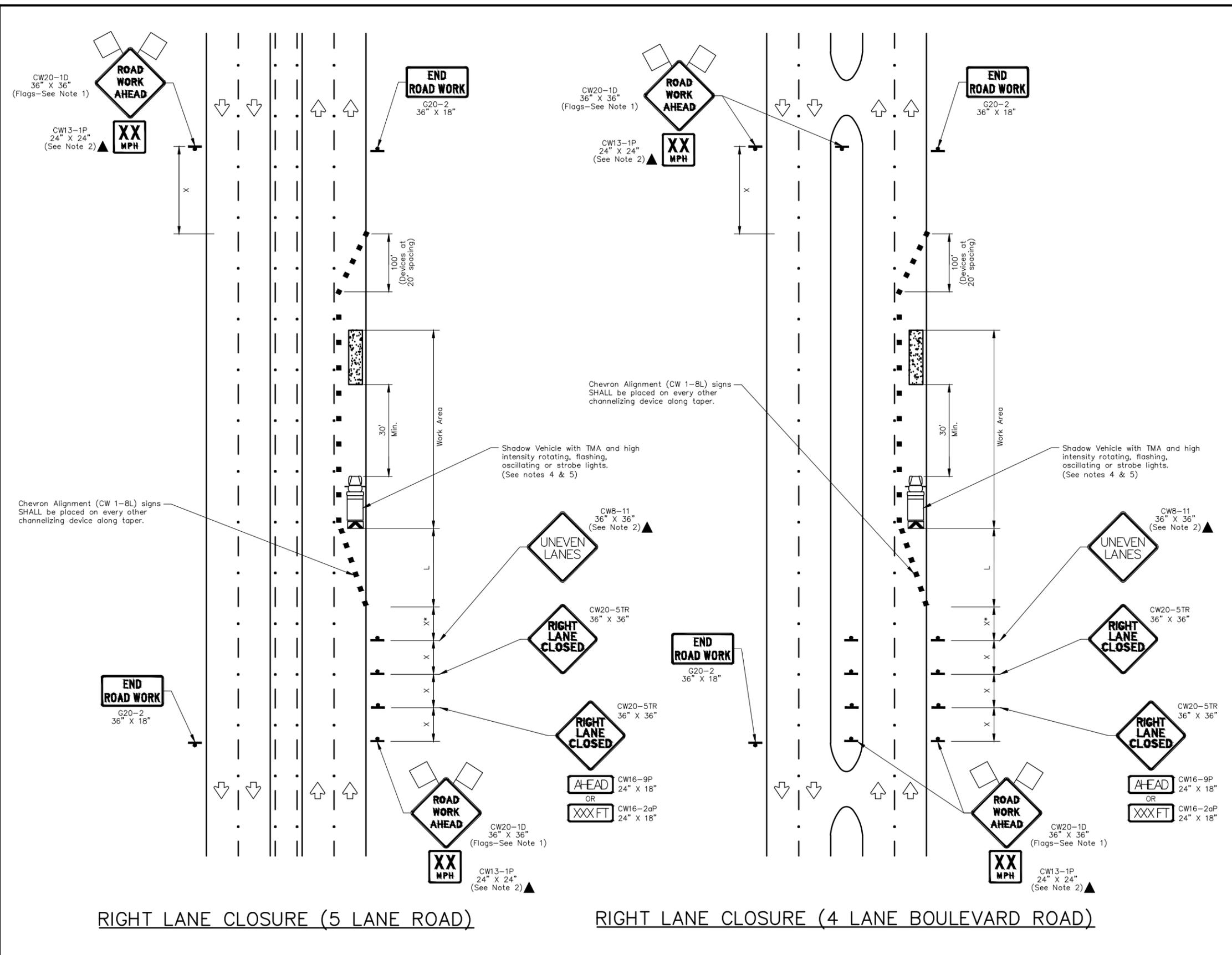
HARRIS COUNTY ENGINEERING DEPARTMENT



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 ENGINEER: NAME
 P.E. SERIAL No. NUMBER
 DATE: / /

PROJECT TITLE:		TRAFFIC STANDARD
SHEET DESCRIPTION:		TCP-LL
DRAWN BY:	DATE:	8/18/17
CK'D BY:	SCALE:	SHEET NO:
BSH	NONE	

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TRAFFIC CONTROL PLAN SECTION SHALL BE COMPLETED BY ENGINEER

ROADWAY	POSTED SPEED	TAPER LENGTH	SPACING CHANNELIZING DEVICES		SIGN SPACING	BUFFER SPACE
			TAPER	TANGENT		

LEGEND

	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board		Portable Changeable Message Sign (PCMS)
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NO.	REVISIONS	DATE	NAME

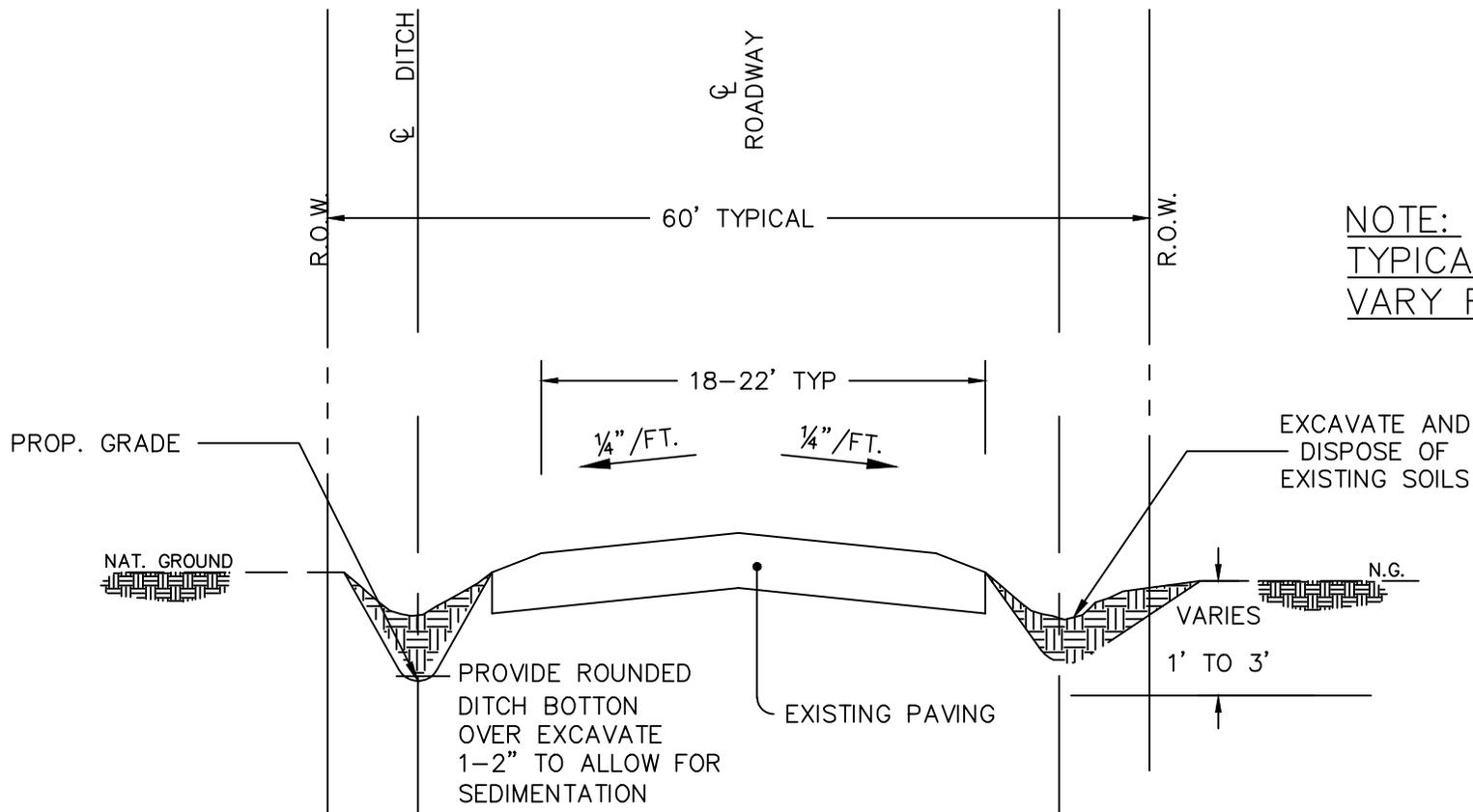
HARRIS COUNTY ENGINEERING DEPARTMENT



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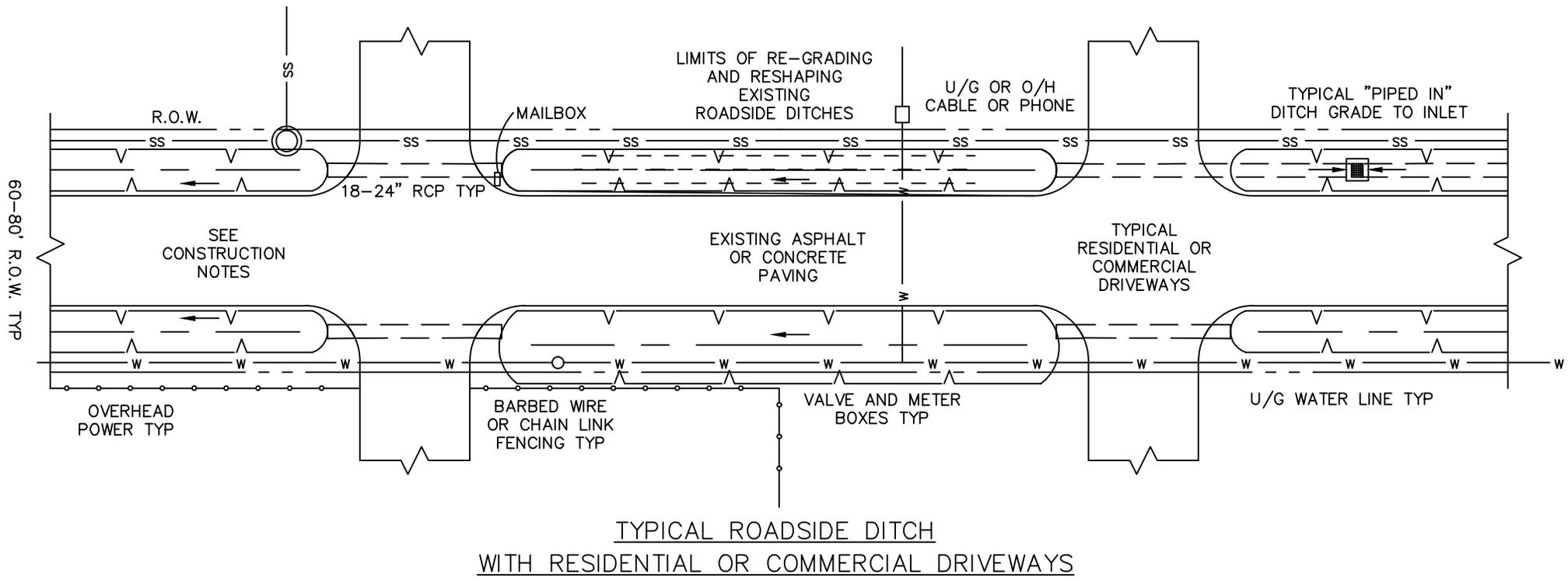
PROJECT TITLE:		TRAFFIC STANDARD
SHEET DESCRIPTION:		TCP-RL
DRAWN BY:	TRAFFIC CONTROL PLAN	DATE:
BSH	(RIGHT LANE CLOSURE)	8/18/17
CK'D BY:	SCALE:	SHEET NO:
BSH	NONE	/

Detail No. 1



NOTE:
TYPICAL SIDE AND FORESLOPES
VARY FROM 4H:1V TO 2H:1V

TYPICAL ROADWAY SECTION



NOTICE OF SPECIFICATIONS

For the construction of this project, the Contractor shall use the attached Special Provisions, Special Specifications, and the Specification Book - SPECIFICATIONS FOR THE CONSTRUCTION OF ROADS AND BRIDGES WITHIN HARRIS COUNTY, TEXAS, dated April 1988, with revisions through September 1, 2017.

The current specifications may be found at the Harris County Engineering Department (HCED) website www.eng.hctx.net.

When applicable, the Contractor shall use the Harris County Flood Control District (HCFCD) 2005 Standard Specifications Book. The current HCFCD specifications may be found at the HCFCD website: https://www.hcfcd.org/media/1311/hcfcd_2005_specifications.pdf.

When applicable, the Contractor shall also use the Texas Department of Transportation (TxDOT) 2014 Standard Specifications Book. The current TxDOT specifications may be found at the TxDOT website <ftp://ftp.dot.state.tx.us/pub/txdot-info/des/spec-book-1114.pdf>

When applicable, the Contractor shall also use the City of Houston's Standard Specifications. The current specifications may be found at the City of Houston website <http://edocs.publicworks.houstontx.gov/engineering-and-construction/specifications.html>

Special Provision to the Harris County Standard Specification Item 560

SP 560

Maintenance and Clean Up of Site

Remove Paragraph 560.2 and Replace with the following:

560.2 General Requirements. The Contractor is required to remove from the job site and dispose of all trash, waste, debris, excavated materials, vegetation, soils, excess materials, etc..., accumulated as a result of and during this work in compliance with current local, State and Federal Regulations.

On a daily basis or as directed by the Engineer, the Contractor shall remove any debris, trash or excess material off the site. They shall make every effort to keep the site and roads in a neat, safe, presentable condition, at all times.

Where stockpiling is allowed, the stockpiles shall be within the roadway right-of-way, easement and/or park property. Stockpiles are to be protected to prevent materials from eroding and being deposited in recently excavated areas or on to adjacent areas. The stockpiles should be removed on a weekly basis or when the work is completed in a "work area."

In addition, at the end of each week, the entire work area shall be generally cleaned and all trash and other materials over the length of the site shall be removed off site to the complete satisfaction of the Engineer.

ITEM 560

MAINTENANCE AND CLEANUP OF THE PROJECT SITE

560.1 Description. This Item shall govern for the maintenance and cleanup of the jobsite both during the term of the construction and at the end of construction.

560.2 General Requirements. The Contractor is required to remove from the job site and dispose of all trash, excess materials, etc., accumulated as a result of and during this work in compliance with current local, State and Federal Regulations.

At such time (daily or weekly) as directed by the Engineer, the Contractor shall remove any debris, trash or excess material off the site. He shall make every effort to keep the site in a neat, presentable condition, at all times.

In addition, at the end of each month, the entire construction site shall be generally cleaned and all trash and material over the length of the site shall be removed off site to the complete satisfaction of the Engineer.

The Contractor will mow, trim and edge the right-of-way and medians on the project for the entire project duration. The mowing schedule shall be as follows:

April – October:	Once per month
November – March:	Once every six weeks

After the construction work has been completed, the Contractor shall remove all debris, trash, excess materials, forms, stakes, empty sacks etc. from the site and leave the site with a neat appearance. All excavation shall be backfilled and all excess excavated material shall be disposed of off the site of the work.

560.3 Measurement and Payment. There shall be no separate payment for this Item.

There are no line code(s), description(s), or unit(s) for this Item.

END OF ITEM 560

SPECIAL SPECIFICATION

ITEM 8265

REGRADE AND RESHAPING DITCHES

- 8265.1 Description. This item shall govern for the regrading and reshaping of ditches located within roadway right-of-ways, drainage easements, and parks.
- 8265.2 Work Methods. Excavate and remove excess material from ditches and from around fixtures within the limits of the excavation as approved. Regrade and reshape ditches in conformance with the lines, grades, and typical cross-sections shown on the plans, or as directed. Dispose of excess material in accordance with applicable federal, state, and local regulations, or place on right of way, as directed. Maintain ditch drainage during cleaning and reshaping work.
- 8265.3 Measurement. Measurement will be as follows:
- A. Foot. By the foot, measured along the centerline of the ditch.
 - B. Cubic Yard in Place. By the cubic yard in its original position computed by the method of average end areas.
 - C. Loose Cubic Yard in Vehicle. By the cubic yard in vehicles measured at the point of excavation.
- 8265.4 Payment. The work performed in accordance with this Item and measured as provided under "Measurement" will be paid for at the unit price bid for "Ditch Reshaping (Foot)," "Ditch Cleaning and Reshaping (Cubic Yard in Place)," or "Ditch Cleaning and Reshaping (Cubic Yard in Vehicle)." This price is full compensation for excavation, disposal of removed materials, regrading, reshaping, traffic control, coordination, equipment, labor, tools, and incidentals.

END OF ITEM 8265

Item No.	Description	Unit of Measure	Estimated Quantity	Texas Drainage Inc. ¹		Green Source Environmental Solutions Inc		Reliance Construction		T Construction LLC	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	<u>DRAINAGE</u>										
1	Regrading and Reshaping Ditches per Linear Foot Centerline of Ditch	LF	140000	\$1.95	\$273,000.00	\$2.16	\$302,400.00	\$10.75	\$1,505,000.00	\$12.00	\$1,680,000.00
2	Regrading and Reshaping Ditches per Cubic Yard in Place	CY	2500	\$8.00	\$20,000.00	\$14.99	\$37,475.00	\$20.72	\$51,800.00	\$42.00	\$105,000.00
3	Regrading and Reshaping Ditches per Loose Cubic Yard in Vehicle	LCY	2000	\$8.00	\$16,000.00	\$14.99	\$29,980.00	\$16.89	\$33,780.00	\$62.00	\$124,000.00
	Grand Total				<u>\$309,000.00</u>		<u>\$369,855.00</u>		<u>\$1,590,580.00</u>		<u>\$1,909,000.00</u>
¹ Award Recommendation Low Bid											

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: April 14, 2018

Requested By: Councilmember Dany Earp

Department: Parks & Recreation

Report: Resolution: Ordinance:

Exhibits: Northwest Park Trail Aerial

Appropriation

Source of Funds: General Fund

Acct Number: _____

Amount Budgeted: _____

Amount Requested: _____

Budgeted Item: YES NO

SUMMARY & RECOMMENDATION

This item is requested by Councilmember Earp.

During the budget process for Fiscal Year 2018, a walking trail at Northwest Park was approved by Council. It will be 6 feet wide and just over ½ mile in length, composed of crushed granite with a limestone base. We have \$25,000 budgeted for the trail in the current fiscal year Park Zone Fund. An aerial of the layout that was discussed with Council last year is attached. We do not anticipate the trail to interfere with other usage of the park. From looking at the aerial it is hard to tell, but there will be plenty of space at the south end near the small soccer field. We will also curve the edges and move as close to the trees as possible in any questionable area. The project will be completed in house and is on the schedule for work to begin this summer.

Action Required by Council:

Discuss the walking trail plans and give staff direction on any changes for budgeting purposes.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date



NW Park Trail



© 2015 Google

Google earth

1944

Imagery Date: 4/8/2014 20°40'50.45" N 05°04'36.88" W elev. 24 ft. eye alt. 1000 ft

REQUEST FOR CITY COUNCIL AGENDA ITEM

Agenda Date Requested: <u>April 14, 2018</u>
Requested By: <u>Councilmember Dottie Kaminski</u>
Department: <u>CMO</u>

Report: Resolution: Ordinance:

Exhibits: _____

<u>Appropriation</u>	
Source of Funds:	_____
Acct Number:	_____
Amount Budgeted:	_____
Amount Requested:	_____
Budgeted Item:	YES NO

SUMMARY & RECOMMENDATION

This item is requested by Councilwoman Dottie Kaminski.

The concept of revitalizing Main Street has been discussed and implemented to varying degrees for years while the need for a focus on Broadway has come to the forefront relatively recently. This should be the first step in a dialogue about what tools the City can use on top of our existing local level tax abatements, TIRZ, PIDs and Chapter 380 agreements. For this discussion staff is talking about W. Main from SH 146 to Broadway and Broadway from Main to about N. Forrest Ave. but that area can easily be expanded.

- Main Street/Broadway Incentive Program Ideas
 - Retail Zone – A TIRZ like district in which money spent on sales tax or property tax is captured and can only be spent in that district.
 - Brewery (Or Wine) Incentive – A creative, branded program to lure in an alcohol producer, one which offers sales to the public.
 - Main/Broadway Corridor Plan – A plan investigating the current status and possible direction of the area laid out. May mean redoing zoning, etc.
 - Fee Free Zone – An area where there are no predevelopment fees, discounts could be taken as far as Council wants.
 - Building Maintenance Award (City Wide) – A public recognition of businesses that maintain and improve their grounds as well as building.
 - Plaque, name on City Hall marquee
 - Wayfinding Signs – Guiding people towards certain areas of town
 - SH 146 (“Exit for Historic Main Street”)
 - Main Street Parking on 3rd
 - Main Street/Broadway Branding – Creating a name or tagline for the area to “sell” it to business owners, residents and visitors
 - Purchase Empty Building – Giving the City ultimate control over a building in order to bring in a true catalyst, giving us room to experiment as well.
 - Start up space

- Brewery
 - Tech
 - Restaurant
 - Maker
 - Public/Private Partnerships – City combining with private industry in order to share the cost/infrastructure responsibility of putting a project together
 - City constructing a parking lot for an incoming business or building rehabilitation.
-

Action Required by Council:

Discuss the option(s) of how to revitalize Main and Broadway and give staff direction for budgeting purposes.

Approved for City Council Agenda

Corby D. Alexander, City Manager

Date