

1. January 19, 2016 Agenda

Documents:

[A-01-19-2016.PDF](#)

2. January 19, 2016 Meeting Binder

Documents:

[BINDER01-19-2016.PDF](#)

THE STATE OF TEXAS §  
CITY OF BROWNSVILLE §  
COUNTY OF CAMERON §

Cesar de Leon, At-large Commissioner "A"  
Ricardo Longoria, Jr., District Commissioner 1  
Deborah Portillo, District Commissioner 3

Rose M.Z. Gowen, M.D., At-large Commissioner "B"  
Jessica Tetreau, District Commissioner 2  
John Villarreal, District Commissioner 4

Antonio Martinez, Mayor

**NOTICE OF A PUBLIC MEETING OF THE  
CITY COMMISSION OF THE CITY OF BROWNSVILLE**

Pursuant to Chapter 551, Title 5 of the Texas Government Code, the Texas Open Meetings Act, notice is hereby given that the City Commission of the City of Brownsville, Texas, in accordance with Article V, Section 12, of the Charter of said City, will convene a **Regular Meeting**, on **Tuesday, January 19, 2016**, at **6:00 P.M.**, in the Commission Chambers, on the Second Floor of the Brownsville City Hall – Old Federal Building, located at 1001 East Elizabeth Street, Brownsville, Cameron County, Texas, 78520.

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**REGULAR MEETING: 6:00 P.M.**

**PLEDGE OF ALLEGIANCE: UNITED STATES PLEDGE \* TEXAS PLEDGE**

**INVOCATION:**

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- 1. **MAYOR'S ACTIVITY UPDATE:**
- 2. **COMMISSIONERS' ACTIVITY UPDATE:**
- 3. **CONSENT AGENDA ITEMS:**

**All consent Agenda Items listed are considered to be routine by the City Commission and will be approved by one motion. There will be no separate discussion of these items unless a City Commissioner so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.**

**ITEMS No. "a" through "g"**

- a) Approval of the Minutes of the Regular Meeting of January 05, 2016.
- b) To acknowledge the following individuals to incur travel expense:

<u>Employee</u>	<u>Department</u>	<u>Destination</u>	<u>Date</u>
Doroteo Garcia	Engineering	Austin, TX	Jan. 20-22, 2016
Arturo Rodriguez	Health	Clearwater Beach, FL	Jan. 30-Feb. 03, 2016
Marina Zolezzi	Grants	Washington, D.C.	Jan. 19-22, 2016
Ana L. Hernandez	Grants	Washington, D.C	Jan. 19-22, 2016
Roberto Baez	Municipal Court	Austin, TX	Jan. 28, 2016
Ray Arellano	Parks	Irving, TX	Jan. 29-30, 2016
Luis Uresti	Parks	Irving, TX	Jan. 29-30, 2016
Constanza Miner	Planning	Georgetown, TX	Jan. 25-27, 2016
Miriam C. Suarez	Planning	Georgetown, TX	Jan. 25-27, 2016

Ramiro Gonzalez	Planning	Houston, TX	Mar. 09-11, 2016
Eva L. Garcia	Planning	Houston, TX	Mar. 09-11, 2016

- c) Consideration and **ACTION** to authorize Sergeants Maria Alvarez-Garcia, Orlando Chavez, Napoleon Gonzalez, Officers Joseph Campos, Efrain Cervantes, Rene Cruz, Mario Garza, Mario Gomez, John M. Jones, Jaime Ortega, Alejandro Ortiz, and Julio Sanchez, attend the Field Force Operations, in Anniston, Alabama, on January 19-23, 2016. (Chief Orlando Rodriguez – Police)
- d) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2015-040**, to rezone from Professional Office “G” (1CG) to General Retail “H” (4CH) for 0.4925 acres for North ½ of Lot 4 of Hunter Subdivision located at 796 Billy Mitchell Blvd. (District 3) (Constanza Miner – Planning and Zoning Interim Director)
- e) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2015-042**, to rezone from General Retail “F” (4CF) to General Retail “G” (4CG) for Lots 11 and 12 Block 142 of Brownsville Original Townsite located at 945 E. Monroe Street. (District 4) (Constanza Miner – Planning and Zoning Interim Director)
- f) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2015-043**, to rezone from Dwelling “F” (DF) to Dwelling “G” (DG) for Lots 5 and 6 of Block 35 of West Brownsville Addition NW ½ located at 1351 W. Washington Street. (District 4) (Constanza Miner – Planning and Zoning Interim Director)
- g) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2015-044**, to rezone from Dwelling “A” (Da) to Professional Office “A” (1CA) for 0.202 acres for Block 103 and 104 of Los Ebanos Properties Subdivision located at 2358 Los Ebanos Boulevard. (District 2) (Constanza Miner – Planning and Zoning Interim Director)

\* \* \* \* \*

***PUBLIC HEARINGS:***

- 4. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 2016-1100.56**, to readopt the Historic Preservation Plan for 2016. (Constanza Miner – Planning Director of Operations)
- 5. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2015-041-S**, to allow a Light Commercial “G” (5CG) in a Medium Retail (3CG) for Lot 1, Block 1 of C.R.V. Subdivision located at 675 N. Minnesota Avenue. (District 2) (Constanza Miner – Planning Director of Operations)
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8. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2015-046-S**, to allow a Mobile Home Park Type B Subdivision for 26.826 acres located on the West side of Indiana Avenue (FM 3068) between Dockberry Road and Southmost Road. ( District 1) (Constanza Miner – Planning Director of Operations)
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10. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2015-048**, to rezone from Apartment “G” (AG) to Apartment “H” (AH) for 1.14 acres of Lots 4 & 6 of Block 1 of Charmaine Subdivision located near Danubio Court and Sena Street. (District 2) (Constanza Miner – Planning Director of Operations)
11. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2015-050**, to rezone from Dwelling “Z” (DZ) to General Retail “G” (4CG) for 1.796 acres out of Lot 2, Block 1 of ABST 2-Machinery Plaza located near Expressway 77/83 and Carmen Avenue. (District 3) (Constanza Miner – Planning Director of Operations)
12. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2016-901**, to rezone from Light Industrial “J” (7CJ) and Dwelling “G” (DG) to Dwelling “A” (DA) of the following properties:  
 Brownsville Country Club Subdivision Section 10 Block 1; Lots 1 thru 20  
 Brownsville Country Club Subdivision Section 10 Block 2; Lots 1 thru 20  
 Brownsville Country Club Subdivision Section 10 Block 3; Lots 1 thru 23  
 Brownsville Country Club Subdivision Section 13 Block 1; Lots 1 thru 24  
 Sportsplex Park Subdivision Block 1; Lot 1 located North ROW of FM 802 between N. Expressway 77/83 and Habana. (Constanza Miner – Planning Director of Operations)
13. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2016-902**, to rezone from Light Industrial “J” (7CJ) to Apartment “G” (AG),  
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 Sunrise Condominiums II Apt. A-101, located North ROW of FM 802 between N. Expressway 77/83 and Habana. (Constanza Miner – Planning Director of Operations)
14. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2016-903**, to rezone from Light Industrial “J” (7CJ) to General Retail “G” (4CG)  
 Inter National Bank Plaza Subdivision Block 1; Lots 1 thru 4  
 Dana Lake Subdivision Lots 1 thru 12  
 Gamez Subdivision Block 1; Lot 1  
 Brownsville Country Club Sec 1 Pt Blk. A-1 (01-9010-1000-0020-00)  
 Espiritu Santo Grant Share 22 Palmer Tract 5.3AC (07-9800-1020-0252-00)  
 Espiritu Santo Grant Share 22 John R Palmer TR 8.4AC Lake (07-9800-1020-0253-00)  
 Brownsville Sunrise Park Blocks 1, 2; Lots 1, 2  
 Brownsville River Valley Block 1; Lot 1  
 Brownsville – PWR Subdivision Block 1; Lot 1, 2  
 Brownsville – Jefferson Plaza V Block 1; Lot 1, 2  
 Brownsville Janus Subdivision Block 1; Lot 1, 2  
 Brownsville Sunrise Park located North ROW of FM 802 between N. Expressway 77/83 and Habana. (Constanza Miner – Planning Director of Operations)

15. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2016-904**, to rezone from Light Industrial “J” (7CJ) to General Retail “G” (4CG) Sunrise Mall  
Norwest Bank Subdivision Block 1; Lot 1, 2  
Brownsville Martinez Exxon Block 1; Lot 2  
Sunrise Mall Subdivision Section 1 (06-9250-0000-0029-00)  
Sunrise Mall Subdivision Section 1 Cinema Theater (06-9250-0000-0020-05)  
Sunrise Commons Subdivision Block 2 Lot 4 (07-9807-0020-0041-00)  
Sunrise Commons Subdivision Block 2 PT Lot 4 (07-9807-0020-0040-00)  
located North of FM 802 between N. Expressway 77/83 and Habana. (Constanza Miner – Planning Director of Operations)
16. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2016-905**, To rezone from Light Industrial “J” (7CJ) to General Retail “J” (4CJ)  
Lomas Del Bosque Subdivision Section 1 Block 4; Lots 93 thru 99  
located on the Southeast corner of Robindale Rd. and Jaime Zapata Ave. (Constanza Miner – Planning Director of Operations)
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El Jardín Subdivision SH 19/27 Block 113 González Elementary (02-7910-1131-0000-00)  
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El Jardín Subdivision SH 19/27 Block 115 (02-7910-1150-0500-00)  
El Jardín Subdivision SH 19/27 Block 113 (02-7910-1130-0000-00)  
El Jardín Subdivision SH 19/27 Block 113 (02-7910-1132-0000-00)  
located on the South West & East corner of Robindale Rd. and Jaime Zapata Ave. (Constanza Miner – Planning Director of Operations)

\* \* \* \* \*

19. ***PUBLIC COMMENT PERIOD: PLEASE NOTE:***

THE PUBLIC COMMENT PERIOD IS DESIGNATED FOR HEARING CONCERNS  
REGARDING CITY OF BROWNSVILLE PUBLIC POLICY  
OR CITY OF BROWNSVILLE BUSINESS THAT IS NOT ON THE AGENDA.

**DO NOT REQUEST A PUBLIC COMMENT FORM  
IF YOU WISH TO COMMENT ON AN ITEM THAT IS ALREADY ON THE AGENDA**

**“PUBLIC HEARING” ITEMS ARE OPEN FOR COMMENT (ON THAT PARTICULAR ITEM)  
UPON NOTICE FROM THE PRESIDING OFFICER**

- THE “PUBLIC COMMENT FORM” IS DESIGNATED FOR SPEAKERS TO BE RECOGNIZED AND ADDRESS THE COMMISSION ON A SUBJECT THAT IS **NOT A PUBLIC HEARING**.
- **ADDRESS THE COMMISSION AS A WHOLE – DO NOT DIRECT YOUR COMMENTS TO ANY INDIVIDUAL MEMBER OF THE COMMISSION.**
- **THE PUBLIC COMMENT PERIOD IS A TOTAL OF 15 MINUTES.**
- THERE IS A **THREE (3)-MINUTE TIME LIMIT** PER SPEAKER. (TIMED)

- NO **FORMAL** ACTION CAN BE TAKEN.
- FOR THE RECORD, THE SPEAKER **MUST IDENTIFY BY NAME** BEFORE SPEAKING.
- “**PUBLIC COMMENT FORMS**” ARE LOCATED ON THE SECOND FLOOR AT THE ENTRANCE OF THE COMMISSION CHAMBERS (on the day of the meeting).
- **Public Comment Forms are not reserved for anyone.**
- “**PUBLIC COMMENT FORMS**” Must be filled out and presented to THE CITY SECRETARY STAFF **NO LATER THAN 6:00 P.M.** TO BE RECOGNIZED.
- “**PUBLIC COMMENT FORMS**” ARE NOT ACCEPTED AFTER 6:00 P.M.
- **POWERPOINT PRESENTATIONS ARE NOT CONDUCTED DURING THE PUBLIC COMMENT PERIOD.** [For further information, contact The Office of the City Secretary at 548-6001]

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**PRESENTATIONS:**

**PERSONS/GROUPS SCHEDULED TO CONDUCT A PRESENTATION** OR DISTRIBUTING HANDOUTS ASSOCIATED WITH A PRESENTATION TO THE COMMISSION **MUST PROVIDE A COPY** OF SAME TO THE CITY SECRETARY FOR THE RECORD.

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***ACTION ITEMS:***

20. Consideration and **ACTION** regarding the Brownsville Community Improvement Corporation (BCIC) Project funding recommendations for the Fiscal Year (FY) 2015-Cycle 2. (Rebeca Castillo)
21. Consideration and **ACTION** on a Memorandum of Understanding to authorize a joint application for a Choice Neighborhoods Planning Grant between the Housing Authority of Brownsville and the City of Brownsville. (Marina Zolezzi – Grants)
22. Consideration and **ACTION** to adopt **Resolution Number 2016-002**, to approve the 1-Year extension of the Lower Rio Grande Valley Storm Water Task Force Interlocal Membership Agreement between Texas A&M University-Kingsville and the City of Brownsville and name the City of Brownsville Representative, Jose Figueroa, to the Task Force. (Santana Torres – Public Works)
23. Consideration and **ACTION** on **Resolution Number 2016-003**, to approve the submission of the Texas Parks and Wildlife Department Community Outdoor Outreach reimbursable grant, no match requirement, maximum allowance \$50,000.00 for February 1, 2016 application deadline. (Damaris McGlone – Parks)

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***ADJOURNMENT:***

**NOTE:** The City Commission of the City of Brownsville reserves the right to discuss any items in Executive Session whenever authorized under the Texas Open Meetings Act, Chapter 551, Title 5 of the Texas Government Code.

**NOTE:** The City of Brownsville does not discriminate on the basis of disability in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the ADA Coordinator at 956/548-6037 (voice or Relay TX) by Monday, no later than 5:00 P.M., to make proper arrangements.

By; Antonio Martinez  
Mayor of the City of Brownsville

I certify that a copy of the **January 19, 2016**, Agenda of items to be considered by the Brownsville City Commission was posted on the Bulletin Area at City Hall – Federal Building, on January 14, 2016. I further certify that the Agenda was posted on the City’s website and can be downloaded by accessing: <http://citysecretary.cob.us>.

  
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**Michael L. Lopez, MPA**  
**City Secretary**

THE STATE OF TEXAS §  
CITY OF BROWNSVILLE §  
COUNTY OF CAMERON §

Cesar de Leon, At-large Commissioner "A"  
Ricardo Longoria, Jr., District Commissioner 1  
Deborah Portillo, District Commissioner 3

Rose M.Z. Gowen, M.D., At-large Commissioner "B"  
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- “**PUBLIC COMMENT FORMS**” ARE LOCATED ON THE SECOND FLOOR AT THE ENTRANCE OF THE COMMISSION CHAMBERS (on the day of the meeting).
- **Public Comment Forms are not reserved for anyone.**
- “**PUBLIC COMMENT FORMS**” Must be filled out and presented to THE CITY SECRETARY STAFF **NO LATER THAN 6:00 P.M.** TO BE RECOGNIZED.
- “**PUBLIC COMMENT FORMS**” ARE NOT ACCEPTED AFTER 6:00 P.M.
- **POWERPOINT PRESENTATIONS ARE NOT CONDUCTED DURING THE PUBLIC COMMENT PERIOD.** [For further information, contact The Office of the City Secretary at 548-6001]

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**PRESENTATIONS:**

**PERSONS/GROUPS SCHEDULED TO CONDUCT A PRESENTATION** OR DISTRIBUTING HANDOUTS ASSOCIATED WITH A PRESENTATION TO THE COMMISSION **MUST PROVIDE A COPY** OF SAME TO THE CITY SECRETARY FOR THE RECORD.

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***ACTION ITEMS:***

20. Consideration and **ACTION** regarding the Brownsville Community Improvement Corporation (BCIC) Project funding recommendations for the Fiscal Year (FY) 2015-Cycle 2. (Rebeca Castillo)
21. Consideration and **ACTION** on a Memorandum of Understanding to authorize a joint application for a Choice Neighborhoods Planning Grant between the Housing Authority of Brownsville and the City of Brownsville. (Marina Zolezzi – Grants)
22. Consideration and **ACTION** to adopt **Resolution Number 2016-002**, to approve the 1-Year extension of the Lower Rio Grande Valley Storm Water Task Force Interlocal Membership Agreement between Texas A&M University-Kingsville and the City of Brownsville and name the City of Brownsville Representative, Jose Figueroa, to the Task Force. (Santana Torres – Public Works)
23. Consideration and **ACTION** on **Resolution Number 2016-003**, to approve the submission of the Texas Parks and Wildlife Department Community Outdoor Outreach reimbursable grant, no match requirement, maximum allowance \$50,000.00 for February 1, 2016 application deadline. (Damaris McGlone – Parks)

\* \* \* \* \*

***ADJOURNMENT:***

**NOTE:** The City Commission of the City of Brownsville reserves the right to discuss any items in Executive Session whenever authorized under the Texas Open Meetings Act, Chapter 551, Title 5 of the Texas Government Code.

**NOTE:** The City of Brownsville does not discriminate on the basis of disability in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the ADA Coordinator at 956/548-6037 (voice or Relay TX) by Monday, no later than 5:00 P.M., to make proper arrangements.

By; Antonio Martinez  
Mayor of the City of Brownsville

I certify that a copy of the **January 19, 2016**, Agenda of items to be considered by the Brownsville City Commission was posted on the Bulletin Area at City Hall – Federal Building, on January 14, 2016. I further certify that the Agenda was posted on the City’s website and can be downloaded by accessing: <http://citysecretary.cob.us>.

  
\_\_\_\_\_  
**Michael L. Lopez, MPA**  
**City Secretary**

**MAYOR'S  
ACTIVITY  
UPDATE**

**COMMISSIONERS'  
ACTIVITY  
UPDATE**

THE STATE OF TEXAS §  
CITY OF BROWNSVILLE §  
COUNTY OF CAMERON §

**MINUTES** of a **Regular Meeting** of the City Commission of the City of Brownsville, Texas, held in the Commission Chambers, on the Second Floor of the Brownsville City Hall – Old Federal Building, located at 1001 East Elizabeth Street, Brownsville, Cameron County, Texas, on **Tuesday, January 05, 2016, at 5:50 P.M., and 6:00 P.M.** with the following members present:

- |                              |   |                                      |
|------------------------------|---|--------------------------------------|
| <b>ANTONIO MARTINEZ</b>      | ) | <b>MAYOR</b>                         |
|                              |   | <b>COMMISSIONERS</b>                 |
| <b>RICARDO LONGORIA, JR.</b> | ) | <b>District 1</b>                    |
| <b>JESSICA TETREAU</b>       | ) | <b>District 2</b>                    |
| <b>JOHN VILLARREAL</b>       | ) | <b>District 4</b>                    |
| <b>CESAR DE LEON</b>         | ) | <b>At-Large “A”</b>                  |
| <b>ROSE M.Z. GOWEN, M.D.</b> | ) | <b>At-Large “B”</b>                  |
| <b>CHARLIE CABLER</b>        |   | <b>CITY MANAGER</b>                  |
| <b>PETE GONZALEZ</b>         |   | <b>DEPUTY CITY MANAGER</b>           |
| <b>RUTH OSUNA</b>            |   | <b>ASSISTANT CITY MANAGER</b>        |
| <b>STEPHANIE REYES</b>       |   | <b>ASSISTANT CITY MANAGER</b>        |
| <b>MARK E. SOSSI</b>         |   | <b>CITY ATTORNEY</b>                 |
| <b>MICHAEL L. LOPEZ</b>      |   | <b>CITY SECRETARY</b>                |
| <b>ABSENT:</b>               |   | <b>DEBORAH PORTILLO ) District 3</b> |

A quorum being present, Mayor Antonio Martinez, asked Mr. Michael L. Lopez, City Secretary, to read the call to consider the following matters as posted and filed for the record in The Office of the City Secretary on December 31, 2015.

\*\*\*\*\*

**WORKSHOP: 5:50 P.M.**

**a) Presentation regarding Audio & Visual upgrades at the City Commission Chambers.**

Mr. Michael L. Lopez, City Secretary, delivered a PowerPoint presentation regarding the Commission Chambers Audio & Visual upgrades, and acknowledged the Brownsville Public Library Department, and the Public Works Department for their great effort in installing upgrades in such a short time period.

*Commissioner John Villarreal arrived at 5:53 p.m.*

\*\*\*\*\*

*Commissioner Jessica Tetreau arrived at 6:00 p.m.*

**REGULAR MEETING: 6:00 P.M.**

**PLEDGE OF ALLEGIANCE: UNITED STATES PLEDGE \* TEXAS PLEDGE**

The Pledge of Allegiance was led by Mayor Antonio Martinez, and the Texas Pledge was led by Commissioner Jessica Tetreau.

**INVOCATION:**

The invocation was led by Pastor Brad Burkes, from Embassy of the Spirit, of Brownsville, Texas.

\*\*\*\*\*

**1. MAYOR’S ACTIVITY UPDATE:**

Mayor Antonio Martinez wished everyone a Happy New Year.

**2. COMMISSIONERS’ ACTIVITY UPDATE:**

*Commissioner Jessica Tetreau* wished everyone a Happy New Year and stated she looking forward to a great year.

*Commissioner Ricardo Longoria, Jr.*, wished everyone a Happy New Year, and informed the public that the Owens project in District 1, should be completed in two to three weeks with updates at the next City Commission meeting regarding the trails.

*Commissioner Rose Gowen*, reminded everyone about The Challenge would kick off on Friday, January 15, 2016, at 5:00 p.m. at the Southmost Public Library and/or the Brownsville Public Main Library, and on Saturday, January 16, 2016, from 9:00 a.m. to 12:00 p.m., at the Brownsville Farmers’ Market at the Linear Park.

**3. PRESENTATIONS:**

***Employee of the Month***  
(Charlie Cabler – City Manager)

Mr. Charlie Cabler, City Manager, recognized *Ms. Yessenia Gonzalez, Administrative Supervisor*, with Police Administration, as January’s Employee of the Month.

**4. CONSENT AGENDA ITEMS:**

**All consent Agenda Items listed were considered to be routine by the City Commission and were approved by one motion.**

Upon motion by Commissioner Ricardo Longoria, Jr., seconded by Commissioner John Villarreal and carried unanimously, Consent Agenda Items “a through e” were **approved**.

***ITEMS No. “a” through “e”***

- a) Approval of the Minutes of the Regular Meeting of December 01, 2015.
- b) Approval of the Minutes of the Regular Meeting of December 08, 2015.
- c) To acknowledge the following individuals to incur travel expense:

Employee	Department	Destination	Date
Michael D. Jones	Aviation	San Juan, Puerto Rico	Feb. 16-20, 2016
Norma Zamora	BMetro	Austin, TX	Jan. 26-28, 2016
Edgar I. Garcia	Grants	New York City, NY	Jan. 13-16, 2016
Arturo Rodriguez	Health	Austin, TX	Jan. 07-08, 2016
Paul Cantu	Police	Conroe, TX	Jan. 26-29, 2016
Jose Sanchez	Police	Conroe, TX	Jan. 26-29, 2016

- d) **APPROVAL on SECOND and FINAL READING on Ordinance Number 2015-235.83, to amend Chapter 348, "Zoning"; Article VIII "Specific Uses"; by adding Section 348-1430, "Mobile Vendor Food Courts"; to include the definition and requirements of Mobile Vendor Food Courts developed on private property, with Sections 348-1420 through 348-1429 and Sections 348-1431 through 348-1490, to remain reserved, and dealing with related matters.**
- e) **Consideration and ACTION to Award a Contract for Training Lab use for Force Training Simulator for the Brownsville Police Department.**

\*\*\*\*\*

*Commissioner Cesar de Leon arrived at 6:07 p.m.*

**BOARDS AND COMMISSIONS:**

- 5. **Consideration and ACTION to appoint one (1) member to the Parks and Recreation Advisory Board Committee.**

Commissioner Jessica Tetreau moved that *Mr. Nathan A. Burkhardt*, be appointed to the Parks and Recreation Advisory Board Committee. The motion was seconded by Commissioner Cesar de Leon and carried unanimously.

\*\*\*\*\*

**PUBLIC HEARINGS:**

- 6. **Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2015-040, to rezone from Professional Office “G” (1CG) to General Retail “H” (4CH) for 0.4925 acres for North ½ of Lot 4 of Hunter Subdivision located at 796 Billy Mitchell Blvd. (District 3)**

Ms. Monique Mercado, Planner I, gave a brief explanation of the ordinance, noting that the current zoning was Professional Office G (1CG), and the applicant was requesting to rezone to General Retail H (4CH), for the purpose of a professional doctor facility, and further noting that the Planning and Zoning Commission recommended approval of the proposed ordinance.

Upon motion by Commissioner Ricardo Longoria, Jr., seconded by Commissioner Jessica Tetreau and carried unanimously, the public hearing was **closed**.

Commissioner Ricardo Longoria, Jr., moved that Ordinance Number 235-2015-040, be **adopted** at first reading, to rezone from Professional Office “G” (1CG) to General Retail “H” (4CH) for 0.4925 acres for North ½ of Lot 4 of Hunter Subdivision located at 796 Billy Mitchell Blvd. (District 3) The motion was seconded by Commissioner John Villarreal and carried unanimously.

**7. Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2015-042, to rezone from General Retail “F” (4CF) to General Retail “G” (4CG) for Lots 11 and 12 Block 142 of Brownsville Original Townsite located at 945 E. Monroe Street. (District 4)**

Ms. Monique Mercado, Planner I, gave a brief explanation of the ordinance, noting that the current zoning General Retail F (4CF), and the applicant was requesting to rezone to General Retail G (4CG) on 2.158 acres, and further noting that the Planning and Zoning Commission recommended approval of the proposed ordinance.

Upon motion by Commissioner Rose Gowen seconded by Commissioner Ricardo Longoria, Jr., and carried unanimously, the public hearing was **closed**.

Commissioner John Villarreal moved that Ordinance Number 235-2015-042, be **adopted** at first reading, to rezone from General Retail “F” (4CF) to General Retail “G” (4CG) for Lots 11 and 12 Block 142 of Brownsville Original Townsite located at 945 E. Monroe Street. (District 4) The motion was seconded Rose Gowen and carried unanimously.

**8. Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2015-043, to rezone from Dwelling “F” (DF) to Dwelling “G” (DG) for Lots 5 and 6 of Block 35 of West Brownsville Addition NW ½ located at 1351 W. Washington Street. (District 4 )**

Ms. Monique Mercado, Planner I, gave a brief explanation of the ordinance, noting that the current zoning Dwelling F (DF), and the applicant was requesting to rezone to Dwelling G (DG) for Lots 5 and 6 of Block 35 of West Brownsville Addition NW ½, and further noting that the Planning and Zoning Commission recommended approval of the proposed ordinance.

Upon motion by Commissioner Ricardo Longoria, Jr., seconded by Commissioner Rose Gowen and carried unanimously, the public hearing was **closed**.

Commissioner Ricardo Longoria, Jr., moved that Ordinance Number 235-2015-043, be **adopted** at first reading, to rezone from Dwelling “F” (DF) to Dwelling “G” (DG) for Lots 5 and 6 of Block 35 of West Brownsville Addition NW ½ located at 1351 W. Washington Street. (District 4) The motion was seconded by Commissioner John Villarreal and carried unanimously.

**9. Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2015-044, to rezone from Dwelling “A” (Da) to Professional Office “A” (1CA) for 0.202 acres for Block 103 and 104 of Los Ebanos Properties Subdivision located at 2358 Los Ebanos Boulevard. (District 2)**

Ms. Monique Mercado, Planner I, gave a brief explanation of the ordinance, noting that the current zoning was Dwelling A (DA), and the applicant was requesting to be rezoned to Professional Office A (1CA), for the purpose of a Daycare facility, and further noted that the Planning and Zoning Commission recommended approval of the proposed ordinance.

Upon motion by Commissioner Ricardo Longoria, Jr., seconded by Commissioner Cesar de Leon, and carried unanimously, the public hearing was **closed**.

Commissioner Ricardo Longoria, Jr., moved that Ordinance Number 235-2015-044, to be **adopted** at first reading, to rezone from Dwelling "A" (Da) to Professional Office "A" (1CA) for 0.202 acres for Block 103 and 104 of Los Ebanos Properties Subdivision located at 2358 Los Ebanos Boulevard. (District 2) The motion was seconded by Commissioner John Villarreal and carried unanimously.

**10. Public Hearing and ACTION to authorize the issuance of a new taxi cab permit to Mr. Juan De Dios Montalvo on a 2005 Ford Crown Victoria who will be operating for Longoria Taxi.**

Chief Orlando Rodriguez, noted that all requirements under the City Taxi Ordinance had been met by Mr. Juan De Dios Montalvo, in which he would acquire Taxi permit #1805, if approved.

Upon motion by Commissioner John Villarreal seconded by Commissioner Cesar de Leon, and carried unanimously, the public hearing was **closed**.

Commissioner Ricardo Longoria, Jr., moved that the issuance of a new taxi cab permit to Mr. Juan De Dios Montalvo on a 2005 Ford Crown Victoria who will be operating for Longoria Taxi, be **authorized**. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

\*\*\*\*\*

**11. PUBLIC COMMENT PERIOD: PLEASE NOTE:**

Mr. Eloy Garcia, noted that he will continue with his technology plans, as mentioned before in previous meetings, and hoped to create electrical vehicles refueling stations so citizens can save money on gasoline.

***ACTION ITEMS:***

**12. Discussion regarding the schedule of events that must be followed for a possible bond election in 2016.**

Mr. Pete Gonzalez, Deputy City Manager, delivered a PowerPoint presentation regarding a possible schedule of events, if the City were to hold a Bond Election, during May or November 2016.

No action taken.

**13. Discussion regarding the results of the 1986, 1991, and 2001 Bond Elections.**

Mr. Pete Gonzalez, Deputy City Manager, delivered a PowerPoint presentation regarding the results of the 1986, 1991, and 2001 Bond Elections.

No action taken.

**14. Discussion regarding the proposed estimated debt to be issued in Fiscal Year 2016.**

Mr. Pete Gonzalez, Deputy City Manager, delivered a PowerPoint presentation regarding the list of Capital Expenditures that will be financed with the 2016 Certificates of Obligation, that were approved on December 8, 2015. No action taken.

**15. Consideration and ACTION to approve the Cross Border Contingency Plan for the U.S./Mexico Sister Cities of City of Brownsville, Texas, City of Harlingen, Texas, City of Matamoros, Tamaulipas, and the City of Valle Hermoso, Tamaulipas.**

Ms. Odee Leal, Emergency Management Director, noted that the Contingency Plan between the cities of Brownsville/Harlingen and Matamoros/Valle Hermoso was the second update of the original plan signed on May 6, 1997 and had updated on May 13, 2002, in which the cities recognize their need to cooperate with each other in times of local disasters, and further noted that the update had been funded by the US Environmental Protection Agency (EPA) Border 2012 Grant awarded to the City of Brownsville.

Commissioner Jessica Tetreau moved that the Cross Border Contingency Plan for the U.S./Mexico Sister Cities of City of Brownsville, Texas, City of Harlingen, Texas, City of Matamoros, Tamaulipas, and the City of Valle Hermoso, Tamaulipas, be **approved**. The motion was seconded by Commissioner Cesar de Leon and carried unanimously.

**16. Consideration and ACTION to adopt Resolution Number 2016-001, re-accepting, reviewing, amending and re-adopting all of the provisions listed in the documents, titled, “City of Brownsville, Texas Amended Investment Policy”, and “City of Brownsville, Texas, Amended Investment Strategy Statement”.**

Mr. Lupe Granado, Finance Director, delivered a PowerPoint presentation regarding the Amended Investment Policy & Amended Investment Strategy Statement, noting that the policy was a routine item, in which it must be revisited annually and make any amendments where necessary.

Commissioner Ricardo Longoria, Jr., moved that Resolution Number 2016-001, re-accepting, reviewing, amending and re-adopting all of the provisions listed in the documents, titled, “City of Brownsville, Texas Amended Investment Policy”, and “City of Brownsville, Texas, Amended Investment Strategy Statement”, be **adopted**. The motion was seconded by Commissioner Rose Gowen and carried unanimously.

**17. Consideration and ACTION to approve a Mutual Aid Agreement between the Brownsville Police Department and the Brownsville Independent School District Police Department, Special Weapons and Tactics Unit.**

Chief Orlando Rodriguez, noted that the purpose of the agreement was to provide mutual aid between the Brownsville Independent School District, the Brownsville Independent School District Police Department, the City of Brownsville, and Brownsville Police Department, meeting in any critical emergency or disaster, from any cause, natural or otherwise.

Commissioner Jessica Tetreau moved that the Mutual Aid Agreement between the Brownsville Police Department and the Brownsville Independent School District Police Department, Special Weapons and Tactics Unit, be **approved**. The motion was seconded by Commissioner John Villarreal and carried unanimously.

\*\*\*\*\*

**PURCHASES/BIDS/CONTRACTS:**

**18. Consideration and ACTION to request authorization to approve advertising and promotion services under current term contract for Brownsville South Padre Island International Airport with Millar & Hollander Advertising Design Marketing.**

Commissioner Jessica Tetreau moved that a request to approve advertising and promotion services under current term contract for Brownsville South Padre Island International Airport with Millar & Hollander Advertising Design Marketing, be **authorized**. The motion was seconded by Commissioner John Villarreal and carried unanimously.

\*\*\*\*\*

**ADJOURNMENT:**

There being no further business to come before the Commission, upon duly made motion, the meeting adjourned at 8:08 p.m.

Approved this 5<sup>th</sup> day of January, 2016.

\_\_\_\_\_  
**Antonio Martinez**  
Mayor

**Attest:**

\_\_\_\_\_  
**Michael L. Lopez, MPA**  
City Secretary

*Respectfully submitted by:*  
*Yolanda Galarza-Gomez, Administrative Specialist II*  
*Office of the City Secretary*



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 3b.

DEPT. MAKING REQUEST: Engineering Department DATE SUBMITTED: 01/11/2016

CONTACT PERSON(S) NAME: Carlos Lastra, P.E. Carlos Lastra Digitally signed by Carlos Lastra  
DN: cn=Carlos Lastra, o=Engineering Department, ou=City of Brownsville, email=carloslastra@cob.us, c=US  
Date: 2016.01.13 14:15:30 -0600

PHONE: 956-541-1012 FAX: 956-542-7843 E-MAIL: carloslastra@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

CONSIDERATION and ACTION authorizing Mr. Doroteo Garcia, Jr., Assistant City Engineer, attend the 2016 APA Conference that will be held in Austin, Texas from January 20, 2016 thru January 22, 2016. Mr. Garcia is a Registered Accessibility Specialist and attendance to conference is required for renewal of his registration.

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL:     YES     NO

\_\_\_\_\_  
City Manager



# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

**TO:** FINANCE DIRECTOR **DATE:** 1/11/2016

**FROM:** CARLOS LASTRA, P.E. **DEPARTMENT:** ENGINEERING

I hereby request authorization for travel, at City expense, for the following employee as follows:

DOROTEO GARCIA JR ASSISTANT CITY ENGINEER  
EMPLOYEE NAME POSITION

- 1. Destination: AUSTIN, TEXAS
- 2. Est. date and time leaving: January 20, 2016 Est. date and time returning: January 22, 2016
- 3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:  
To attend the 2015 APA CONFERENCE.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*  
Attending the conference will help maintain a high level of professionalism while conducting city business learning the new guidelines of pavement construction.

6. Will any costs be paid by a grant or sponsor: YES  NO  (List) \_\_\_\_\_

**Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.**

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>150.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [ @ 75% FOR FIRST & LAST DAY OF TRAVEL ]	\$ <u>147.50</u>
c. Lodging \$ <u>159</u> per night x (1) person	\$ <u>318.00</u>
d. Registration Fees \$ <u>340</u> per person x (1) person	\$ <u>340.00</u>
e. Other costs (explain) _____	\$ _____
<b>TOTAL:</b>	\$ <u>955.50</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 615.50 FOR THE PURPOSE OF THIS TRIP.

<b>Department Director Signature:</b>	<b>* Employee Signatures:</b>
---------------------------------------	-------------------------------

9. Charges to be made to line item # 620 - 770 which has a balance of \$ 10,000 as of this date.

10. This request is hereby  APPROVED  DENIED The Accounting Department is instructed to issue a check in the amount of \$ \_\_\_\_\_ as an advance expense.

/S/ \_\_\_\_\_  
Finance Director

# FY 2016 Per Diem Rates for Texas

(October 2015 - September 2016)

Cities not appearing below may be located within a county for which rates are listed.

To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

You searched for: **Texas**

Primary Destination (1, 2)	County (3, 4)	Max lodging by Month (excluding taxes)													M&IE (5)
		2015			2016										
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
Standard Rate	Applies for all locations without specified rates	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$51
Arlington / Fort Worth / Grapevine	Tarrant County / City of Grapevine	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$149	\$55
Austin	Travis	\$135	\$135	\$135	\$159	\$159	\$159	\$135	\$135	\$135	\$135	\$135	\$135	\$135	\$55
Big Spring	Howard	\$171	\$171	\$171	\$171	\$171	\$171	\$171	\$171	\$171	\$171	\$171	\$171	\$171	\$54
College Station	Brazos	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$55
Corpus Christi	Nueces	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$55
Dallas	Dallas	\$125	\$125	\$125	\$138	\$138	\$138	\$138	\$138	\$138	\$125	\$125	\$125	\$125	\$64
El Paso	El Paso	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$55
Galveston	Galveston	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$129	\$129	\$129	\$99	\$64
Houston (L.B. Johnson Space Center)	Montgomery / Fort Bend / Harris	\$131	\$131	\$131	\$131	\$147	\$147	\$147	\$147	\$147	\$131	\$131	\$131	\$131	\$55
Laredo	Webb	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$99	\$55
McAllen	Hidalgo	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$55
Midland	Midland	\$185	\$174	\$174	\$174	\$185	\$185	\$185	\$185	\$185	\$185	\$185	\$185	\$185	\$64
Pearsall	Frio / Medina / La Salle	\$119	\$119	\$119	\$119	\$119	\$119	\$119	\$142	\$142	\$119	\$119	\$119	\$119	\$54
Pecos	Reeves	\$152	\$152	\$152	\$152	\$152	\$152	\$152	\$152	\$152	\$152	\$152	\$152	\$152	\$54
Plano	Collin	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$114	\$55
Round Rock	Williamson	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$96	\$55
San Angelo	Tom Green	\$136	\$136	\$136	\$136	\$136	\$136	\$136	\$136	\$136	\$136	\$136	\$136	\$136	\$55
San Antonio	Bexar	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$120	\$64
South Padre Island	Cameron	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$89	\$117	\$117	\$117	\$89	\$55
Waco	McLennan	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$93	\$55



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 3b.
DEPT. MAKING REQUEST: PUBLIC HEALTH DATE SUBMITTED: 01/11/2016
CONTACT PERSON(S) NAME: ARTURO RODRIGUEZ
PHONE: 956.542.3437 FAX: 956.546.4355 E-MAIL: art.rodriquez@cob.us

AGENDA CATEGORY: (TIME LIMIT)
[ ] EXECUTIVE SESSION [ ] WORKSHOP [ ] PRESENTATION [ ] DISCUSSION

Length of Time Needed for The Item Above: (minutes)

(No time limit)

[x] CONSENT [ ] PUBLIC HEARING [ ] ACTION

AGENDA ITEM: (Attach back up material)

CONSIDERATION AND ACTION TO APPROVE TRAVEL FOR ARTURO RODRIGUEZ, PUBLIC HEALTH DIRECTOR, TO ATTEND THE INTERNATIONAL SYMPOSIUM: PROMOTING PHYSICAL ACTIVITY IN PUBLIC SPACES UNDER THE ROBERT WOOD JOHNSON FOUNDATION ACTIVE LIVING RESEARCH, IN CLEARWATER BEACH, FLORIDA ON JANUARY 30- FEBRUARY 3, 2016.

AGENDA ITEM HISTORY: [ ] Second Reading [ ] Tabled on [ ] Discussed on
[ ] Pending Info Received [ ] Other

FINANCIAL: Budgeted: [ ] YES [ ] NO [ ] N/A

Grant/Matching Funds From:

Travel, hotel, and Meals will be covered by Active Living Research through a grant from Robert Wood Johnson Foundation.

STAFF RECOMMENDATION: (mark your selection) [x] Approve [ ] Deny
[ ] Table for weeks [ ] Table Indefinitely [ ] Other:

OTHER RECOMMENDATION:(Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL: [ ] YES [ ] NO
City Manager



# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Arturo Rodriguez

Public Health

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Arturo Rodriguez

EMPLOYEE NAME

Public Health Director

POSITION

1. Destination: Clearwater Beach, Florida

2. Est. date and time leaving: Saturday, January 30, 2016 @ 10:55 a.m.

Est. date and time returning: Wednesday, February 3, 2016 @ 11:43 a.m.

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

To attend the International Symposium: Promoting Physical activity in Public Spaces through Robert Wood Johnson Foundation and Active Living Research.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

Mr. Rodriguez has been asked to go in Commissioner Rose Gowen's place and he will be a speaker on the topic of "How to Promote Physical Activity in Public Spaces".

6. Will any costs be paid by a grant or sponsor: YES  NO  (List)

Travel, hotel and meals will be covered by Active Living Research a grant through the Robert Wood Johnson Foundation.

**Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.**

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate) Estimated Cost to the City:

a. Transportation  miles x 44.5 cents a mile for private vehicle (list other)  \$ 442.10

b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL] \$ 229.50

c. Lodging \$ 89 x 4 per night x (1) person \$ 356.00

d. Registration Fees \$ 0 per person x (1) person \$ 0

e. Other costs (explain)  \$ 0

**TOTAL:** \$ 1027.60

8. I HEREBY REQUEST AN ADVANCE OF \$  FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

\* Employee Signatures:

9. Charges to be made to line item #  -  which has a balance of \$  as of this date.

10. This request is hereby  APPROVED  DENIED The Accounting Department is instructed to issue a check in the amount of \$  as an advance expense.

/s/ \_\_\_\_\_  
Finance Director

City of Brownsville, Texas  
 Analysis of Meal & IE Per Diem Allowance  
 for the International Symposium  
 in Clearwater Beach, Florida  
 From January 30-February 3, 2016  
 The Daily Meal & IE For Clearwater Beach, Florida is \$51.00

<u>Date</u>	<u>Meal Per Diem Daily Rate</u>	<u>First Day &amp; Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
30-Jan-16	Saturday	38.25	38.25
31-Jan-16	Sunday	51.00	51.00
1-Feb-16	Monday	51.00	51.00
2-Feb-16	Tuesday	51.00	51.00
3-Feb-16	Wednesday	38.25	38.25
Total Meal & IE Allowanc	<u>153.00</u>	<u>76.50</u>	<u>229.50</u>

Nightly Lodging from January 30, 2016 and check out on Wednesday, February 3, 2016.

Saturday, January 30 (first day) and Wednesday, February 3 (last day) were traveling days.

Promoting activity-friendly communities.

activelivingresearch.org  
University of California, San Diego  
3900 5th Avenue Ste. 310  
San Diego, CA 92103-3138



January 6, 2016

Arturo Rodriguez, RN, RS, MPH  
Director of Public Health  
City of Brownsville  
Public Health Department  
1034 E. Levee Street  
Brownsville, TX 78521

Dear Mr. Rodriguez:

On behalf of Active Living Research, I would like to invite you to speak as a panelist at the [Active Living Research International Symposium](#) on January 31, 2016 in Clearwater Beach, Florida from 7.30 am to 1.30 pm. The panel title is "*Playing in Public: Public Spaces for Physical Activity*" and takes place 8:45 am to 10:15 am. This panel is focused on repurposing streets and plazas for physical activity as a low-cost solution to encourage large-scale participation in physical activity. Co-presenters in this panel are two researchers from Colombia and South Africa who will share research from their countries. We would like for you to balance the panel and talk about the successes and challenges that Brownsville has experienced in this area. The overall purpose of the Symposium is to bring lessons from around the world to inform practice and policy in the U.S. as well as inform the Robert Wood Johnson Foundation's (RWJF) vision of creating a Culture of Health. Immediately following the International Symposium is the [2016 Active Living Research Conference](#) (January 31 – February 3) and we invite you to stay and attend that event as well if your schedule permits.

The International Symposium is supported by a RWJF grant and no United States federal funds will be used to pay for this sponsored travel. ALR will be directly billed for round trip air travel and hotel accommodations associated with the conference and will reimburse for meals and ground transportation with appropriate receipts as detailed below:

- Airfare: ALR will pay for round trip air travel to be booked through our UCSD travel agency.
- Hotel Accommodations: ALR will pay for hotel accommodations for 3 nights (room and tax) at the Hilton Clearwater Beach and your room will be billed to our master account.
- Ground Transportation: ALR will reimburse reasonable ground transportation costs associated with travel to and from the conference, including round trip travel to and from the airport from home or office as well as to and from the Tampa airport to the Hilton in Clearwater Beach.
- Meals: ALR will reimburse for meals associated with travel and not offered during the Symposium or Conference at \$71 per day, including all taxes and gratuities.
- Original detailed receipts are required for reimbursement. Alcohol will not be reimbursed.
- Conference Registration: If you should choose to stay for the ALR Conference (Jan 31- Feb 3), ALR will cover the registration fee.

Our organization's federal tax ID number is: 95-6006144.

If you are able to accept our invitation we would need a short bio (150 words) and a headshot for our program as soon as possible.

We look forward to your expert input and participation at the Symposium. Please contact Debra Rubio with any questions or concerns, telephone 619-260-5534 or [darubio@ucsd.edu](mailto:darubio@ucsd.edu).

Sincerely,

Carmen L. Cutter  
Co -Director

cc: Beulah Mendez



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 3b.

DEPT. MAKING REQUEST: OGM & Community Development DATE SUBMITTED: 01/04/2016

CONTACT PERSON(S) NAME: Marina Zolezzi, Director

PHONE: 956-548-6197 FAX: 956-548-6161 E-MAIL: mzolezzi@cob.us

AGENDA CATEGORY: (TIME LIMIT)

- EXECUTIVE SESSION WORKSHOP PRESENTATION DISCUSSION

Length of Time Needed for The Item Above: (minutes)

(No time limit)

- CONSENT PUBLIC HEARING ACTION

AGENDA ITEM: (Attach back up material)

Consideration & ACTION to authorize Marina Zolezzi, Director & Ana L. Hernandez, Housing Manager travel to attend the National Community Development Association Winter Legislative and Policy Meeting being held in Washington D.C. on January 19-22, 2016.

AGENDA ITEM HISTORY: Second Reading Tabled on Discussed on

Pending Info Received Other

FINANCIAL: Budgeted: YES NO N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection) Approve Deny

Table for weeks Table Indefinitely Other:

OTHER RECOMMENDATION:(Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL: YES NO

City Manager



# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 1-11-2016

FROM: Marina Zolezzi

DEPARTMENT Director

I hereby request authorization for travel, at City expense, for the following employee as follows:

Marina Zolezzi  
EMPLOYEE NAME

Director  
POSITION

- 1. Destination: Washington, DC.
- 2. Est. date and time leaving: January 19,2016 Est. date and time returning: January 22, 2016
- 3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:  
To attend the 2015 National Community Development Association Winter legislative and Policy Meeting.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*  
~~This training will give me experience in best practices used by HUD Representatives when~~ managing the HOME Investment Partnership Program and 505.20 establish relationships with congressional offices.

6. Will any costs be paid by a grant or sponsor: YES  NO  (List) \_\_\_\_\_

**Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.**

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) <u>UNITED AIRLINE</u>	<u>\$ 349.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [ @ 75% FOR FIRST & LAST DAY OF TRAVEL ]	<u>\$ 241.50</u>
c. Lodging <u>\$ 179.00+ 25.96Tax</u> per night x (1) person	<u>\$ 614.88</u>
d. Registration Fees <u>\$ 500.00</u> per person x (1) person	<u>\$ 500.00</u>
e. Other costs (explain) <u>Baggage 50.00 &amp; Taxi 100.00</u>	<u>\$ 150.00</u>
<b>TOTAL:</b>	<u>\$ 1,855.38</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 1,006.38 FOR THE PURPOSE OF THIS TRIP.

<b>Department Director Signature:</b>	<b>* Employee Signatures:</b>
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9. Charges to be made to line item # 17-7392 7140 which has a balance of \$ 75,336.00 as of this date.

10. This request is hereby  APPROVED  DENIED The Accounting Department is instructed to issue a check in the amount of \$ \_\_\_\_\_ as an advance expense.

/S/ \_\_\_\_\_  
Finance Director



# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 12-23-2015

FROM: Marina Zolezzi

DEPARTMENT Director

I hereby request authorization for travel, at City expense, for the following employee as follows:

Ana L. Hernandez  
EMPLOYEE NAME

Housing Manager  
POSITION

1. Destination: Washington, D.C.
2. Est. date and time leaving: January 19, 2016 Est. date and time returning: January 22, 2016
3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:  
To attend the National Community Development Association Winter Legislative and Policy Meeting.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

~~This training will give me experience in best practices used by HUD Representatives when~~  
managing the HOME Investment Partnerships Program and establish relationships with congressional offices.

6. Will any costs be paid by a grant or sponsor: YES  NO  (List) \_\_\_\_\_

**Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.**

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) <u>UNITED AIRLINE</u>	\$ <u>505.20</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [ @ 75% FOR FIRST & LAST DAY OF TRAVEL ]	\$ <u>241.50</u>
c. Lodging \$ <sup>Sharing studio with Ana Hernandez</sup> _____ per night x (1) person	\$ _____
d. Registration Fees \$ <u>500.00</u> per person x (1) person	\$ <u>500.00</u>
e. Other costs (explain) <u>Baggage 50.00 &amp; Taxi 100.00</u>	\$ <u>150.00</u>
<b>TOTAL:</b>	\$ <u>1,396.70</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 391.50 FOR THE PURPOSE OF THIS TRIP.

<b>Department Director Signature:</b>	<b>* Employee Signatures:</b>
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9. Charges to be made to line item # 17-7392 - 7140 which has a balance of \$ 75,336.00 as of this date.

10. This request is hereby  APPROVED  DENIED The Accounting Department is instructed to issue a check in the amount of \$ \_\_\_\_\_ as an advance expense.

/S/ \_\_\_\_\_  
Finance Director

City of Brownsville, Texas  
 Analysis of Meal & IE Per Diem Allowance  
 During The National Community Development Association Winter Legislative and Policy meeting  
 in Washignton D.C..  
 From January 19 Through January 23, 2016  
 The Daily Meal & IE For Washington, DC is \$ 69.00

		First Day	
	Meal	& Last	Total
	Per Diem	at 75% of	Daily
Date	Daily Rate	Daily Rate	Allowance
Tuesday, January 19, 2016	\$ 69.00		\$ 69.00
Wednesday, January 20, 2016		\$ 51.75	\$ 51.75
Thursday, January 21, 2016		\$ 51.75	\$ 51.75
Friday, January 22, 2016	\$ 69.00		\$ 69.00
<b>Total Meal &amp; IE Allowance</b>	<b>\$ 138.00</b>	<b>\$ 103.50</b>	<b>\$ 241.50</b>

Nightly Lodging from January 19, 2016 through January 22 and checked out on Friday, January 23, 2016.  
 Tuesday, January 19, 2016 (First Day) Wednesday, January 20, 2016(second day) Thursday, January 21, 2016(third day)  
 Friday, January 22, 2016( fourth day) Saturday, January 23, 2016 (Last Day) were traveling days.



## **Winter Legislative and Policy Meeting**

**Washington, DC – Holiday Inn Capitol Hill**

**January 20-22, 2016**

To register, go to [http://ncdaonline.org/events/Winter16\\_Regform.asp](http://ncdaonline.org/events/Winter16_Regform.asp)

### **Agenda**

#### **Wednesday, January 20, 2016**

8:00 am – 5:00 pm

#### **Registration**

#### **Plenary Session**

9:00 am – 10:20 am

#### **Washington Report**

Not sure what to say when you visit the Hill? In this session, congressional staff from the Hill will provide guidance on the ins and outs of successful Hill visits and NCDA staff will brief us on the latest talking points from the Association and the CDBG Coalition. After this session, you will be prepared to go forth and effectively advocate. Please arrange meetings with your Congressional Members ahead of time.

Speaker:

Vicki Watson, NCDA Executive Director

10:20 am – 10:30 am

Break

#### **Subcommittee Meetings**

NCDA's six subcommittees are charged with tasks from developing policy to recruiting and retaining members to guiding the association's educational efforts. All meetings are open to all conference participants. We welcome and encourage your participation.

10:30 am – 11:45 am

#### **Community Development Program and Policy Subcommittee**

The subcommittee will hear the latest community development legislative updates from NCDA staff, important program updates from HUD staff, including the CDBG grant-based accounting interim rule, and approve the 2016 subcommittee priorities.



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016

ITEM NUMBER: **3b.**

DEPT. MAKING REQUEST: MUNICIPAL COURT

DATE SUBMITTED: 01/11/2016

CONTACT PERSON(S) NAME: ROBERTO BAEZ

Ben R. Neece Digitally signed by Ben R. Neece  
DN: cn=Ben R. Neece, ou=Brownsville  
Municipal Court, ou=Presiding Judge,  
email=bnenn@cob.us, c=US  
Date: 2016.01.08 10:50:33 -0600

PHONE: 9565746637 FAX: 9565746655 E-MAIL: roberto.baez.com

AGENDA CATEGORY: (TIME LIMIT)

- EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

- CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

CONSIDERATION AND ACTION TO AUTHORIZE ROBERTO BAEZ TO ATTEND THE TMCEC CLERKS CERTIFICATION TESTING JANUARY 28, 2016 IN AUSTIN, TX.

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_

Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny

Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL:  YES     NO  
\_\_\_\_\_  
City Manager



# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

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TO: **FINANCE DIRECTOR** DATE: 1/08/2016

FROM: ROBERTO BAEZ DEPARTMENT MUNICIPAL COURT

I hereby request authorization for travel, at City expense, for the following employee as follows:

ROBERTO BAEZ COURT ADMINISTRATOR  
EMPLOYEE NAME POSITION

- 1. Destination: AUSTIN, TX
- 2. Est. date and time leaving: 1/27/2016 Est. date and time returning: 1/28/2016
- 3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:  
**TO TAKE THE CLERK CERTIFICATION TEST**

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

~~EMBRACE THE KNOWLEDGE OF MUNICIPAL COURT STAFF AND BE ABLE TO UNDERSTAND COURT PROCEDURES AND INCREASE COURT EFFICIENCY AND ASSIST CITIZENS IN A MORE PROFESSIONAL FASHION.~~

6. Will any costs be paid by a grant or sponsor: YES  NO  (List) \_\_\_\_\_

**Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.**

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation <u>702</u> miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>379.08</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [ @ 75% FOR FIRST & LAST DAY OF TRAVEL ]	\$ <u>88.50</u>
c. Lodging \$ <u>184.50</u> per night x (1) person	\$ <u>184.50</u>
d. Registration Fees \$ <u>75.00</u> per person x (1) person	\$ <u>75.00</u>
e. Other costs (explain) _____	\$ _____
<b>TOTAL:</b>	\$ <u>727.08</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 652.08 FOR THE PURPOSE OF THIS TRIP.

<b>Department Director Signature:</b>	<b>* Employee Signatures:</b>
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9. Charges to be made to line item # 140 - 770 which has a balance of \$ 9,450.00 as of this date.

10. This request is hereby  APPROVED  DENIED The Accounting Department is instructed to issue a check in the amount of \$ \_\_\_\_\_ as an advance expense.

/S/ \_\_\_\_\_  
Finance Director

## Municipal Court of Brownsville, Texas

1034 East Levee, Brownsville, Texas 78520

956-574-6637 Tel. ----- 956-548-7190 Fax

Email: [roberto.baez@cob.us](mailto:roberto.baez@cob.us)



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### MEMORANDUM

TO: Mr. Charlie Cabler, City Manager

FROM: Roberto Baez, Court Administrator 

DATE: Friday, January 08, 2016

SUBJECT: Court Clerk Certification Program - Test

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I am requesting an opportunity to take a test at the TMCEC office located in Austin, Texas. This test is part of the Municipal Court Clerk Certification program. This program has three levels, the test I will be taking is for level I. This program is a professional development program for municipal court clerks in Texas. It is designed to improve knowledge, job performance and increase the ability to assist the court. As the Clerk of the Court I would like to get certified to embrace my knowledge and be an example for the rest of my clerks. If I pass the test, I will be the first Clerk of the Court/Court Administrator to become a certified clerk.

In Texas, there are 224 cities with certified clerks, and the list keeps growing everything.

I am looking forward to this test. Should you have any questions or concerns, please feel free to contact me.



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: **3b.**

DEPT. MAKING REQUEST: Parks & Rec/Sports Park DATE SUBMITTED: 01/04/2016

CONTACT PERSON(S) NAME: Damaris McGlone

PHONE: 956-542-2064 FAX: 956-982-1049 E-MAIL: damaris.mcglone@cob.us

AGENDA CATEGORY: (TIME LIMIT)

- EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

- CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

Consideration and ACTION to authorization Mr. Ray Arellano, Sports Park Superintendent & Luis Uresti, Recreation & Event Coordinator to attend the 2016 Super Divisional United States Specialty Sports Association (USSSA) Meeting in Irving, TX from January 29-30, 2016.

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_

Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny

Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL: <input type="checkbox"/> YES <input type="checkbox"/> NO	_____ City Manager
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# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

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TO: **FINANCE DIRECTOR**

DATE: 01/04/2016

FROM: Damaris McGlone

DEPARTMENT Parks & Recreation - Sports Park (862)

I hereby request authorization for travel, at City expense, for the following employee as follows:

Ray Arellano  
EMPLOYEE NAME

Sports Park Superintendent  
POSITION

1. Destination: Irving, TX
2. Est. date and time leaving: 01/29/2016 @ 8:00am Est. date and time returning: 01/30/2016 @ 5:00pm
3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

To attend United States Specialty Sports Association (USSSA) 2016 Super Divisional Meeting

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (*attach additional memo as needed.*)

By attending the United States Specialty Sports Association (USSSA) 2016 Super Divisional Meeting, I will be presented with the opportunity to meet USSSA Representatives from the Midwest & Southeastern Divisions of Texas. I will be attending Directors' Training in which I will learn new ideas for Slow pitch programs & Umpires' Training in which I will learn the new rules for 2016. I will promote BSP in hopes of bringing the USSSA Hispanic World Championship Softball Tournament & other regional Softball tournaments to the City of Brownsville.

6. Will any costs be paid by a grant or sponsor: YES  NO  (List) \_\_\_\_\_

**Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.**

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate) Estimated Cost to the City:
- |                                |   |                  |
|--------------------------------|---|------------------|
| a. Transportation              | <u>1,088</u> miles x 50.5 cents a mile for private vehicle (list other) _____       | \$ <u>549.44</u> |
| b. Meals:                      | PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [ @ 75% FOR FIRST & LAST DAY OF TRAVEL ] | \$ <u>207.00</u> |
| c. Lodging                     | \$ <u>114.65</u> per night x (1) person   | \$ <u>114.65</u> |
| d. Registration Fees           | \$ _____ per person x (1) person  | \$ _____         |
| e. Other costs (explain) _____ |   | \$ _____         |
| <b>TOTAL:</b>                  |   | \$ <u>871.09</u> |

8. I HEREBY REQUEST AN ADVANCE OF \$ 871.09 FOR THE PURPOSE OF THIS TRIP.

<b>Department Director Signature:</b>	<b>* Employee Signatures:</b>
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9. Charges to be made to line item # 862 - 767 which has a balance of \$ 5,800.00 as of this date.

10. This request is hereby  APPROVED  DENIED The Accounting Department is instructed to issue a check in the amount of \$ \_\_\_\_\_ as an advance expense.

/S/ \_\_\_\_\_  
Finance Director



City of Brownsville, Texas  
 Analysis of Meal & IE Per Diem Allowance  
 During the USSSA 2016 Super Divisional Meeting  
 in Irving, TX  
 From January 29 - January 30, 2016  
 The Daily Meal & IE For Irving, TX is \$138.00

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day &amp; Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
January 29, 2016	Friday	0.00	103.50	103.50
January 30, 2016	Saturday	0.00	103.50	103.50
Total Meal & IE Allowance		<u>0.00</u>	<u>207.00</u>	<u>207.00</u>

Nightly Lodging from January 29, 2016 through January 30, 2016 and checked out on Saturday  
 January 30, 2016  
 Friday, January 30, 2016 (first day), and Saturday, January 30, 2016, (last day) were traveling days.



# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 01/04/2016

FROM: Damaris McGlone

DEPARTMENT Parks & Recreation - Sports Park (862)

I hereby request authorization for travel, at City expense, for the following employee as follows:

Luis Uresti  
EMPLOYEE NAME

Sports Park Recreation & Event Coordinator  
POSITION

- 1. Destination: Irving, TX
- 2. Est. date and time leaving: 01/29/2016 @ 8:00am Est. date and time returning: 01/30/2016 @ 5:00pm
- 3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:  
**To attend United States Specialty Sports Association (USSSA) 2016 Super Divisional Meeting**

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*  
By attending the United States Specialty Sports Association (USSSA) 2016 Super Divisional Meeting, I will be presented with the opportunity to meet USSSA Representatives from the Midwest & Southeastern Divisions of Texas. I will be attending Directors' Training in which I will learn new ideas for Slow pitch programs & Umpires' Training in which I will learn the new rules for 2016. I will promote BSP in hopes of bringing the USSSA Hispanic World Championship Softball Tournament & other regional Softball tournaments to the City of Brownsville.

6. Will any costs be paid by a grant or sponsor: YES  NO  (List) \_\_\_\_\_

**Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.**

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

- 7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate) Estimated Cost to the City:
  - a. Transportation \_\_\_\_\_ miles x 50.5 cents a mile for private vehicle (list other) \_\_\_\_\_ \$ \_\_\_\_\_
  - b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [ @ 75% FOR FIRST & LAST DAY OF TRAVEL ] \$ 207.00
  - c. Lodging \$ \_\_\_\_\_ per night x (1) person \$ \_\_\_\_\_
  - d. Registration Fees \$ \_\_\_\_\_ per person x (1) person \$ \_\_\_\_\_
  - e. Other costs (explain) \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL:** \$ 207.00

8. I HEREBY REQUEST AN ADVANCE OF \$ 207.00 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:	* Employee Signatures:
--------------------------------	------------------------

9. Charges to be made to line item # 862 - 767 which has a balance of \$ 5,800.00 as of this date.

10. This request is hereby  APPROVED  DENIED The Accounting Department is instructed to issue a check in the amount of \$ \_\_\_\_\_ as an advance expense.

/S/ \_\_\_\_\_  
Finance Director

City of Brownsville, Texas  
 Analysis of Meal & IE Per Diem Allowance  
 During the USSSA 2016 Super Divisional Meeting  
 in Irving, TX  
 From January 29 - January 30, 2016  
 The Daily Meal & IE For Irving, TX is \$138.00

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day &amp; Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
January 29, 2016	Friday	0.00	103.50	103.50
January 30, 2016	Saturday	0.00	103.50	103.50
Total Meal & IE Allowance		<u>0.00</u>	<u>207.00</u>	<u>207.00</u>

Nightly Lodging from January 29, 2016 through January 30, 2016 and checked out on Saturday  
 January 30, 2016  
 Friday, January 30, 2016 (first day), and Saturday, January 30, 2016, (last day) were traveling days.





# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 3b.  
 DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/13/2016  
 CONTACT PERSON(S) NAME: Constanza Miner  
 PHONE: (956) 548-6150 FAX: (956) 548-6144 E-MAIL: constanza.miner@cob.tx

AGENDA CATEGORY: (TIME LIMIT)  
 EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

**AGENDA ITEM: (Attach back up material)**

Consideration and Action to authorize Constanza Miner, Planning Director of Operations, and Miriam C. Suarez, Mainstreet Manager to attend the Texas Main Street New Manager Training 2016 in Georgetown, TX on Monday, January 25, 2016 to Wednesday, January 27, 2016.

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:  
 01-610-770

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL:  YES     NO  
 \_\_\_\_\_  
 City Manager



CITY OF BROWNSVILLE
TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A Travel Expenditure Report form must be filled out within five (5) days after completion of travel. Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.

TO: FINANCE DIRECTOR DATE: 01/13/2016

FROM: Constanza Miner DEPARTMENT Planning Department

I hereby request authorization for travel, at City expense, for the following employee as follows:

Constanza Miner EMPLOYEE NAME Planning Director of Operations POSITION

- 1. Destination: Georgetown, Texas
2. Est. date and time leaving: Monday, January 25, 2016 Est. date and time returning: Wednesday, January 27, 2016
3. Transportation mode: [X] City Vehicle [ ] Private Vehicle [ ] Airplane (scheduled) [ ] No Transportation Cost

4. Purpose of Trip: To attend the Texas Main Street New Manager Training 2016

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed)

6. Will any costs be paid by a grant or sponsor: YES [ ] NO [X] (List)

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S TRAVEL EXPENSE POLICY FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

Table with 2 columns: Expense Category and Estimated Cost to the City. Rows include Transportation, Meals, Lodging, Registration Fees, Other costs (Fuel), and a TOTAL row.

8. I HEREBY REQUEST AN ADVANCE OF \$436.55 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: \* Employee Signatures:

9. Charges to be made to line item #01-610 770 which has a balance of \$13,113.00 as of this date.

10. This request is hereby [ ] APPROVED [ ] DENIED The Accounting Department is instructed to issue a check in the amount of \$ as an advance expense.

/s/ Finance Director



CITY OF BROWNSVILLE
TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A Travel Expenditure Report form must be filled out within five (5) days after completion of travel. Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.

TO: FINANCE DIRECTOR DATE: 01/13/2016

FROM: Constanza Miner DEPARTMENT Planning Department

I hereby request authorization for travel, at City expense, for the following employee as follows:

Miriam C. Suarez Mainstreet Manager
EMPLOYEE NAME POSITION

- 1. Destination: Georgetown, Texas
2. Est. date and time leaving: Monday, January 25, 2016 Est. date and time returning: Wednesday, January 27, 2016
3. Transportation mode: [X] City Vehicle [ ] Private Vehicle [ ] Airplane (scheduled) [ ] No Transportation Cost

4. Purpose of Trip:
To attend the Texas Main Street New Manager Training 2016

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed)

6. Will any costs be paid by a grant or sponsor: YES [ ] NO [X] (List)

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S TRAVEL EXPENSE POLICY FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

Table with 2 columns: Expense Category and Estimated Cost to the City. Rows include Transportation, Meals, Lodging, Registration Fees, Other costs (Fuel), and a TOTAL row.

8. I HEREBY REQUEST AN ADVANCE OF \$ FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: \* Employee Signatures:

- 9. Charges to be made to line item # - which has a balance of \$ as of this date.
10. This request is hereby [ ] APPROVED [ ] DENIED The Accounting Department is instructed to issue a check in the amount of \$ as an advance expense.

/s/ Finance Director

City of Brownsville, Texas  
 Analysis of Meal & IE Per Diem Allowance  
 Texas Main Street New Manager Training 2016  
 Georgetown, Texas  
 January 25, 2016 to January 27, 2016  
 The Daily Meal & IE For Georgetown, TX is \$59

<u>Date</u>	<u>Meal Per Diem Daily Rate</u>	<u>First Day &amp; Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
Jan. 25, 2016	59.00		59.00
Jan. 26, 2016		44.25	44.25
Jan. 27, 2016	59.00		59.00
Total Meal & IE Allowance	<u>118.00</u>	<u>44.25</u>	<u>162.25</u>

## TEXAS HISTORICAL COMMISSION

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### NEW MANAGER TRAINING

January 26-27, 2016 Georgetown, Texas  
Public Library 402 W 8<sup>th</sup> St, Georgetown 78626

Tuesday, January 26, 2016

- 8:45 AM                    **Coffee and Refreshments**
- 9:00 AM                    **Welcome**  
Mark Wolfe, Executive Director, Texas Historical Commission  
**Introductions, & Agenda Overview**  
Debra Drescher, State Coordinator, Texas Main Street Program, (TMSP), Texas Historical Commission (THC)
- Self-introductions. Tell us about yourself, your program, and your community!
- 9:30 AM.                    **Texas Historical Commission Overview**  
*The THC is the state agency for historic preservation. The TMSP is a program of the agency.*  
Brad Patterson, Division Director, Community Heritage Development
- 10:30 AM                    **Introduction to Main Street**  
*The Four Point Approach™ of sustainable volunteer-supported Organizations; effective Promotion activities; preservation-based Design/Planning; and Economic Vitality in the downtown marketplace that comes from economic development focused on reuse of historic resources for small business purposes.*  
Debra Drescher
- 11:30 AM                    Adjourn for lunch and discover downtown Georgetown.
- 1:00 PM                    **How Main Street evolves: Main Street revitalization in Georgetown**  
*Georgetown was specifically selected to host you for new manager training as their success is almost unparalleled and you will learn a lot about Main Street revitalization just by being here. One of only two Great American Main Street communities in Texas, Georgetown has utilized Main Street principles since the early 1980s.*  
Shelly Hargrove, Georgetown Main Street Manager
- 1:45 PM                    **What a Main Street manager does & how to involve volunteers.**  
Shelly Hargrove, Georgetown Main Street Manager & Nancy Wood, Bastrop Main Street Manager
- 2:15 PM                    **Break**
- 2:30 PM                    **PROMOTION**  
*The Main Street program needs to ensure activity downtown throughout the year and needs to make sure there are events with different purposes attracting a variety of audiences. However, the Main Street program does not need to be in charge putting on all events downtown!*

Shelly Hargrove, Georgetown Main Street Manager & Nancy Wood, Bastrop Main Street Manager

3:15 PM

**Introduction to DESIGN**

TMSP Design staff Howard Langner, architect, Marie Oehlerking-Read and Sarah Blankenship, Project Design Assistants

4:30 PM

**DESIGN: Planning**

*Having a vision for downtown and creating policies and regulations to achieve that vision are essential. Gain a better understanding of basic planning terms and city regulatory processes; plus, learn how Main Street can be essential in the planning process by managing a comprehensive inventory of your district and tracking trends.*

Emily Koller, THC/TMSP Planner

5:30 PM

Adjourn

**Wednesday, January 27, 2016**

**NEW MANAGER TRAINING, continued**

8:30 AM

**DESIGN: Architectural Appreciation & Design Understanding Walking Tour Downtown**

Meet in front of library

10:00 AM

Transition back to library.

10:30AM

**"Strong Towns" Video - <https://youtu.be/tKMrmprljFA>**

*The mission of Strong Towns is to support a model of development that allows America's towns to become financially strong and resilient. America's current approach to growth emphasizes investments in new infrastructure to serve or induce new development. This approach uses public dollars inefficiently, destructively subsidizes one type of development over another and leaves massive maintenance liabilities to future generations. A Strong Town approach emphasizes obtaining a higher return on existing infrastructure investments. We can no longer simply disregard old investments in favor of new, but instead we need to focus on making better use of that which we are already committed to publicly maintain.*

11:30 AM

**PROMOTION**

*Building your audiences, branding downtown, and using social media.*

Sarah Marshall, Assistant State Coordinator

12:30 PM

Lunch break

2:00 PM

**ORGANIZATION**

*Creating a sustainable Main Street organization, plus your responsibilities as a Main Street manager- nurturing volunteers, creating buy-in, Plans of Work, reporting to the state office (monthly activity reports, quarterly reinvestments, annual reporting), and introduction to Online Resource Library.*

Debra Drescher & Marie Oehlerking-Read

3:00 PM

**ECONOMIC VITALITY**

*Part 1. Developing small businesses for your Main Street district*

Sarah Marshall, Assistant State Coordinator/Small Business Specialist



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: **3b.**  
DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016  
CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning  
PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.tx

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

Consideration and Action to authorize Ramiro Gonzalez, Assistant Director/Zoning Administrator, and Eva L. Garcia, Planner II, to attend the Texas Trails and Active Transportation 2016 Conference in Houston, TX on Wednesday, March 9, 2016 to Friday, March 11, 2016.

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:  
01-613-770

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL:  YES     NO

\_\_\_\_\_  
City Manager



# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 01/07/2016

FROM: Constanza Miner

DEPARTMENT Planning

I hereby request authorization for travel, at City expense, for the following employee as follows:

Ramiro Gonzalez

Assistant Director for Planning/Zoning Administrator

EMPLOYEE NAME

POSITION

1. Destination: Houston, TX

2. Est. date and time leaving: Tuesday March 8, 2016 Est. date and time returning: Friday March 11, 2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

**To attend the Texas Trail & Active Transportation Conference**

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed)*

6. Will any costs be paid by a grant or sponsor: YES  NO  (List) \_\_\_\_\_

**Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.**

REFER TO THE CITY'S TRAVEL EXPENSE POLICY FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>0</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY (@ 75% FOR FIRST & LAST DAY OF TRAVEL)	\$ <u>206.50</u>
c. Lodging \$ <u>147.00</u> per night x (1) person	\$ <u>441.00</u>
d. Registration Fees \$ <u>400</u> per person x (1) person	\$ <u>400.00</u>
e. Other costs (explain) <u>150.00</u>	\$ <u>150.00</u>
<b>TOTAL:</b>	\$ <u>1,197.50</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 1,197.00 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:	* Employee Signatures:
--------------------------------	------------------------

9. Charges to be made to line item # 01-610 770 which has a balance of \$ 13,113.00 as of this date.

10. This request is hereby  APPROVED  DENIED The Accounting Department is instructed to issue a check in the amount of \$ \_\_\_\_\_ as an advance expense.

/s/ \_\_\_\_\_  
Finance Director



# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 01/07/2016

FROM: Constanza Miner

DEPARTMENT Planning

I hereby request authorization for travel, at City expense, for the following employee as follows:

Eva L. Garcia

Planner II

EMPLOYEE NAME

POSITION

1. Destination: Houston, TX

2. Est. date and time leaving: Tuesday March 8, 2016 Est. date and time returning: Friday March 11, 2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

**To attend the Texas Trail & Active Transportation Conference**

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed)*

6. Will any costs be paid by a grant or sponsor: YES  NO  (List) \_\_\_\_\_

**Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.**

REFER TO THE CITY'S TRAVEL EXPENSE POLICY FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>0</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [ @ 75% FOR FIRST & LAST DAY OF TRAVEL ]	\$ <u>206.50</u>
c. Lodging \$ <u>147.00</u> per night x (1) person	\$ <u>441.00</u>
d. Registration Fees \$ <u>400</u> per person x (1) person	\$ <u>0</u>
e. Other costs (explain) _____	\$ _____
<b>TOTAL:</b>	\$ <u>647.50</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 647.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:	* Employee Signatures:
--------------------------------	------------------------

9. Charges to be made to line item # 01-610 770 which has a balance of \$ 13,113.00 as of this date.

10. This request is hereby  APPROVED  DENIED The Accounting Department is instructed to issue a check in the amount of \$ \_\_\_\_\_ as an advance expense.

/s/ \_\_\_\_\_  
Finance Director

City of Brownsville, Texas  
 Analysis of Meal & IE Per Diem Allowance  
 Texas Trail & Active Transportation Conference  
 Houston, TX  
 March 8, 2016 to March 11, 2016  
 The Daily Meal & IE For Houston, TX is \$59

<u>Date</u>	<u>Meal Per Diem Daily Rate</u>	<u>First Day &amp; Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
March 8, 2016	44.25		44.25
March 9, 2016		59.00	59.00
March 10, 2016		59.00	59.00
March 11, 2016	44.25		44.25
	<hr/>	<hr/>	<hr/>
Total Meal & IE Allowance	88.50	118.00	206.50

# TTAT 2016 CONFERENCE

FUTURE TRAILS: PLANNING SPACES CONNECTING PLACES

Houston Marriott  
Medical Center  
March 9-11, 2016

Topic: Job

days hrs min

[Home](#) [Agenda](#) [Sponsor Registration](#) [Hotel](#) [Past Conferences](#) [Special Events](#) [Registration](#)

## Conference Schedule

Day 1		9 MARCH 2016
7:30am — 5pm	Check-in and Registration	
	Breakfast on your own	
9:00am — 7pm	Exhibitors Hall / Sponsor Booths	
9:00 — 10:15	<b>Case Study: Lone Star Trail/Champion Trail Connection Project</b>   Gene Moulden	
9:00 — 10:15	<b>Equity in Cycling</b>   Tara Mather, Adrian Lipscombe, and Torrance Strong	
9:00 — 10:15	<b>The Bottom Line in Being Bike Friendly</b>   Tom Wald, Lou Fineberg, and Fernando Martinez	
9:00 — 10:15	<b>Teaching Safety in Urban Schools</b>   Judy Anderson	
9:00 — 10:15	<b>The Overnight Bicycle Tour: Bike Touring for Busy People</b>   Justin Moore	
10:15 — 10:30	Break	
10:30 — 11:45	<b>Texas Bike Share Systems: Operations, Expansion, Grant Funding, and Lessons Learned</b>   Kristen Camareno, Will Rub, and JD Simpson	
10:30 — 11:45	<b>Recreational Vendors in Public Parks</b>   Matthew Drifill	
	<b>Horse Trails in an Urban Environment</b>   Darolyn Jane	



**Texas Trails & Active Transportation Conference**  
Future Trails: Planning Spaces Connecting Places

Type and press enter to search

### Tags

### Categories

Keynote Speakers  
Mobile Sessions  
Sessions  
Sessions Friday, March 11  
Sessions Thursday, March 10  
Sessions Wednesday, March 9  
Uncategorized



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: **3c.**

DEPT. MAKING REQUEST: Police Department DATE SUBMITTED: 01/11/2016

CONTACT PERSON(S) NAME: Orlando Rodriguez, Police Chief Orlando Rodriguez  
Digitally signed by Orlando Rodriguez  
 DN: cn=Orlando Rodriguez, o=Brownsville Police Department, ou=Interim Chief of Police, email=orodriguez@cob.us, c=US  
 Date: 2012.01.05 09:32:42 -0500

PHONE: 956-548-7050 FAX: 956-548-7058 E-MAIL: ocrodriguez@cob.us

AGENDA CATEGORY: (TIME LIMIT)

- EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

- CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

Consideration and Action to authorize Sergeants, Maria Alvarez-Garcia # 5821, Orlando Chavez # 4598, Napoleon Gonzalez # 5451, Officers, Joseph Campos # 7354, Efrain Cervantes # 5112, Rene Cruz # 4602, Mario Garza # 5390, Mario Gomez # 7269, John M. Jones # 5119, Jaime Ortega # 6194, Alejandro Ortiz # 3133 and Julio Sanchez # 4793 to attend the "Field Force Operations" in Anniston, Alabama on January 19 - 23, 2016.

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

All travel, meals, lodging and tuition paid by FEMA

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL:  YES     NO

\_\_\_\_\_ City Manager



# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Maria Alvarez-Garcia #5821

Sergeant

EMPLOYEE NAME

POSITION

1. Destination: Anniston, Alabama

2. Est. date and time leaving: 01/19/2016

Est. date and time returning: 01/23/2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

To attend the "Field Force Operations"

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

This is a three-day course providing state and local law enforcement personnel the knowledge and skills necessary to prepare for and successfully mitigate threat incidents involving civil disorder

6. Will any costs be paid by a grant or sponsor: YES  NO  (List)

All travel, meals, lodging and tuition paid by FEMA

**Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.**

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate) Estimated Cost to the City:

a. Transportation	<input type="text"/> miles x 44.5 cents a mile for private vehicle (list other) <input type="text"/>	\$ 000.00
b. Meals:	PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ 000.00
c. Lodging	\$ <input type="text"/> per night x (1) person	\$ 000.00
d. Registration Fees	\$ <input type="text"/> per person x (1) person	\$ 000.00
e. Other costs (explain)	<input type="text"/>	\$ 000.00
<b>TOTAL:</b>		000.00

8. I HEREBY REQUEST AN ADVANCE OF \$ 000.00 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

\* Employee Signatures:

9. Charges to be made to line item #  -  which has a balance of \$  as of this date.

10. This request is hereby  APPROVED  DENIED The Accounting Department is instructed to issue a check in the amount of \$  as an advance expense.

/S/ \_\_\_\_\_

Finance Director



# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Orlando Chavez #4598

EMPLOYEE NAME

Sergeant

POSITION

1. Destination: Anniston, Alabama

2. Est. date and time leaving: 01/19/2016

Est. date and time returning: 01/23/2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

To attend the "Field Force Operations"

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

This is a three-day course providing state and local law enforcement personnel the knowledge and skills necessary to prepare for and successfully mitigate threat incidents involving civil disorder

6. Will any costs be paid by a grant or sponsor: YES  NO  (List)

All travel, meals, lodging and tuition paid by FEMA

**Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.**

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

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a. Transportation	<input type="text"/> miles x 44.5 cents a mile for private vehicle (list other) <input type="text"/>	\$ 000.00
b. Meals:	PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ 000.00
c. Lodging	\$ <input type="text"/> per night x (1) person	\$ 000.00
d. Registration Fees	\$ <input type="text"/> per person x (1) person	\$ 000.00
e. Other costs (explain)	<input type="text"/>	\$ 000.00
<b>TOTAL:</b>		000.00

8. I HEREBY REQUEST AN ADVANCE OF \$ 000.00 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

\* Employee Signatures:

9. Charges to be made to line item #  -  which has a balance of \$  as of this date.

10. This request is hereby  APPROVED  DENIED The Accounting Department is instructed to issue a check in the amount of \$  as an advance expense.

/S/ \_\_\_\_\_

Finance Director



# CITY OF BROWNSVILLE

## TRAVEL REQUEST FORM

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TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Napoleon Gonzalez #5451

EMPLOYEE NAME

Sergeant

POSITION

1. Destination: Anniston, Alabama

2. Est. date and time leaving: 01/19/2016

Est. date and time returning: 01/23/2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

To attend the "Field Force Operations"

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

This is a three-day course providing state and local law enforcement personnel the knowledge and skills necessary to prepare for and successfully mitigate threat incidents involving civil disorder

6. Will any costs be paid by a grant or sponsor: YES  NO  (List)

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b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL] \$ 000.00

c. Lodging \$  per night x (1) person \$ 000.00

d. Registration Fees \$  per person x (1) person \$ 000.00

e. Other costs (explain)  \$ 000.00

TOTAL: 000.00

8. I HEREBY REQUEST AN ADVANCE OF \$ 000.00 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

\* Employee Signatures:

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TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Joseph Campos #7354

Officer

EMPLOYEE NAME

POSITION

1. Destination: Anniston, Alabama

2. Est. date and time leaving: 01/19/2016

Est. date and time returning: 01/23/2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

To attend the "Field Force Operations"

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

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Finance Director



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TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Efrain Cervantes #5112

Officer

EMPLOYEE NAME

POSITION

1. Destination: Anniston, Alabama

2. Est. date and time leaving: 01/19/2016

Est. date and time returning: 01/23/2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

To attend the "Field Force Operations"

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

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c. Lodging \$  per night x (1) person \$ 000.00

d. Registration Fees \$  per person x (1) person \$ 000.00

e. Other costs (explain)  \$ 000.00

TOTAL: 000.00

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Department Director Signature:

\* Employee Signatures:

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Finance Director



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TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Rene Cruz #4602

EMPLOYEE NAME

Officer

POSITION

1. Destination: Anniston, Alabama

2. Est. date and time leaving: 01/19/2016

Est. date and time returning: 01/23/2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

To attend the "Field Force Operations"

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

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6. Will any costs be paid by a grant or sponsor: YES  NO  (List)

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c. Lodging	\$ <input type="text"/> per night x (1) person	\$ <input type="text"/>
d. Registration Fees	\$ <input type="text"/> per person x (1) person	\$ <input type="text"/>
e. Other costs (explain)	<input type="text"/>	\$ <input type="text"/>
<b>TOTAL:</b>		<input type="text"/>

8. I HEREBY REQUEST AN ADVANCE OF \$  FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

\* Employee Signatures:

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Finance Director



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TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Mario Garza #5390

Officer

EMPLOYEE NAME

POSITION

1. Destination: Anniston, Alabama

2. Est. date and time leaving: 01/19/2016

Est. date and time returning: 01/23/2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

To attend the "Field Force Operations"

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

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Finance Director



# CITY OF BROWNSVILLE

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TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Mario Gomez #7269

Officer

EMPLOYEE NAME

POSITION

1. Destination: Anniston, Alabama

2. Est. date and time leaving: 01/19/2016

Est. date and time returning: 01/23/2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

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Department Director Signature:

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Finance Director



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TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

John M. Jones #5119

Officer

EMPLOYEE NAME

POSITION

1. Destination: Anniston, Alabama

2. Est. date and time leaving: 01/19/2016

Est. date and time returning: 01/23/2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

To attend the "Field Force Operations"

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

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TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Jaime Ortega #6194

Officer

EMPLOYEE NAME

POSITION

1. Destination: Anniston, Alabama

2. Est. date and time leaving: 01/19/2016

Est. date and time returning: 01/23/2016

3. Transportation mode:  City Vehicle  Private Vehicle  Airplane (scheduled)  No Transportation Cost

4. Purpose of Trip:

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5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

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TO: **FINANCE DIRECTOR**

DATE: 01/11/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Alejandro Ortiz #3133

Officer

EMPLOYEE NAME

POSITION

1. Destination: Anniston, Alabama

2. Est. date and time leaving: 01/19/2016

Est. date and time returning: 01/23/2016

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4. Purpose of Trip:

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/S/ \_\_\_\_\_  
Finance Director



Center for  
Domestic  
Preparedness



## Program J (FFO)

Field Force Operations

Week Offered

 Subscribe to the iCal Feed of Program J

**The online application process is now available.**

You'll need your FEMA SID and password to apply.

[Apply Online](#)

Things you should know before attending training

Register for or get help with your FEMA SID

## Field Force Operations (FFO)

### Target Audience/Disciplines

Law Enforcement

### Overview

Field Force Operations (FFO) is a three-day course providing state and local law enforcement personnel the knowledge and skills necessary to prepare for and successfully mitigate threat incidents involving civil disorder. FFO combines classroom instruction with practical exercises that afford responders the opportunity to practice concepts and tactics in a controlled environment. Activities included in this course are mass arrest procedures, team tactics, demonstrator tactics, crowd dynamics and mob behavior, use of riot control agents and less lethal munitions, and the employment of personal protective equipment (PPE).

Below are some, but not all, of the critical skill sets learned during this training program:

- Understand how the First, Fourth, Eight and Fourteenth Amendments to the U.S. Constitution relate to civil action/disorder.
- Express the considerations and processes for conducting mass arrests during civil action/disorder.
- Act as a member of an arrest team and remove an arrestee using both two- and four-officer carry techniques.
- Serve as a member of a mobile field force (MFF) team while conducting dismounted crowd control operations with and without personal protective equipment (PPE).
- Select for use, based on the liabilities and limitations of each, the best riot control agents and less lethal munitions.

I plan to always be associated with the CDP. All of my experiences with the CDP were impressive—you folks are professionals—detail in every element. From the travel plans, meals provided, and great facilities, to local concerns everything is impressive. I have only seen impressive training and heard great praises from those who attended courses at the CDP. The Center for Domestic Preparedness is the foundation for leaders and ensures readiness for our future's challenges. — Wayne Nelson; Police Officer; Kansas

### Course Length

3.0 days

### Course Code

PER-200

### Additional Requirements

Students must have the ability to march 100 yards, lift 185 pounds with assistance, kneel on one knee, run 20 yards intermittently, stand for long periods of time (approximately 3 hours), shout commands, and don, properly seal, and doff an air purifying respirator.

### Continuing Education Credits

- The Center for Domestic Preparedness is authorized by IACET to offer 2.4 CEUs for this program.
- Police Officer Standards and Training (POST; approved per state): 24



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: **3d.**

DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016

CONTACT PERSON(S) NAME: Constanza Miner, Planning & Zoning Interim Director

PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2015-040:  
 To rezone from Professional Office "G" (1CG) to General Retail "H" (4CH) for 0.4925 acres for North ½ of Lot 4 of Hunter Subdivision located at 796 Billy Mitchell Blvd., Brownsville, Texas 78521.  
 (District 3)

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:     YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On December 03, 2015 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL:     YES     NO

\_\_\_\_\_  
 City Manager



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 3e.  
 DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016  
 CONTACT PERSON(S) NAME: Constanza Miner, Planning & Zoning Interim Director  
 PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2015-042:  
 To rezone from General Retail "F" (4CF) to General Retail "G" (4CG) for  
 Lots 11 and 12 Block 142 of Brownsville Original Townsite located at  
 945 E. Monroe Street, Brownsville Texas, 78520. (District 4)

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:     YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On December 03, 2015 the Zoning Commission voted unanimously to  
 recommend approval.

ADMINISTRATIVE APPROVAL:     YES     NO

\_\_\_\_\_  
 City Manager



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: **3f.**

DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016

CONTACT PERSON(S) NAME: Constanza Miner, Planning & Zoning Interim Director

PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

- EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

- CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2015-043:  
 To rezone from Dwelling "F" (DF) to Dwelling "G" (DG) for Lots 5 and 6  
 of Block 35 of West Brownsville Addition NW ½ located at 1351 W.  
 Washington Street, Brownsville, Texas 78521. (District 4)

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:     YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On December 03, 2015 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL:     YES     NO

\_\_\_\_\_ City Manager



# AGENDA REQUEST FORM

**3g.**

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: \_\_\_\_\_

DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016

CONTACT PERSON(S) NAME: Constanza Miner, Planning & Zoning Interim Director

PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2015-044: To rezone from Dwelling "A" (DA) to Professional Office "A" (1CA) for 0.202 acres for Block 103 and 104 of Los Ebanos Properties Subdivision located at 2358 Los Ebanos Blvd., Brownsville, Texas 78521. (District 2)

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_

Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:     YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny

Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On December 03, 2015 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL:     YES     NO

\_\_\_\_\_  
City Manager



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 4.

DEPT. MAKING REQUEST: Planning DATE SUBMITTED: 01/11/2016

CONTACT PERSON(S) NAME: Constanza Miner-Director of Operations

PHONE: 956-548-6150 FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

Public Hearing and ACTION on FIRST READING on Ordinance Number 2016-1100.56, to readopt the Historic Preservation Plan for 2016.

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_

Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny

Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL:  YES     NO

\_\_\_\_\_  
City Manager



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 5.
DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016
CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning
PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)
EXECUTIVE SESSION WORKSHOP PRESENTATION DISCUSSION

Length of Time Needed for The Item Above: (minutes)

(No time limit)

CONSENT PUBLIC HEARING ACTION

AGENDA ITEM: (Attach back up material)

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2015-041-S: To allow a Light Commercial "G" (5CG) in a Medium Retail (3CG) for Lot 1, Block 1 of C.R.V. Subdivision located at 675 N. Minnesota Avenue, Brownsville, Texas 78521. (District 2)

AGENDA ITEM HISTORY: Second Reading Tabled on Discussed on
Pending Info Received Other

FINANCIAL: Budgeted: YES NO N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection) Approve Deny
Table for weeks Table Indefinitely Other:

OTHER RECOMMENDATION:(Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL: YES NO
City Manager

ORDINANCE NUMBER 235-2015-041-S

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to allow a Light Commercial “G” (5CG) in a Medium Retail (3CG) for Lot 1, Block 1 of C.R.V. Subdivision located at 675 N. Minnesota Avenue, Brownsville, Texas 78521. (District 2); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That the area rezoned by this amendment shall continue to be subject to all applicable regulations.

Section 3. That whenever one provision of this ordinance conflicts with another provision of this ordinance, the provision which governs shall be the one listed sooner on the following list: Section 3 of this ordinance, Section 2 of this ordinance, Section 1 of this ordinance.

Section 4. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

Section 5. Specific Use shall be valid for one year from the passage of this ordinance. If no construction occurs within one year from the time of passage the specific use permit shall be null and void.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_  
Antonio Martinez  
Mayor

ATTEST: \_\_\_\_\_  
Michael L. Lopez  
City Secretary

  
**BROWNSVILLE**  
IGNITING THE FUTURE OF TEXAS

**Specific Use Permit Application Form**

City of Brownsville  
Planning Department  
(956) 548-6150

1150 E. Adams St. 3<sup>rd</sup> FL  
Brownsville, Texas 78520

- Planning and Zoning Commission
- City Commission

Tentative Date: 12-03-15

Tentative Date: 01-5-16 & 01-19-16

• For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #: 03-9971-0010-0010-00

Project Address: 675 N. MINNESOTA AVE

Subdivision: C.R.V Subdivision

Lot(s)/Block: LOT 1, BLK 1,

Current Zoning: 3CG And overlay district if applicable: \_\_\_\_\_

Proposed Use: Use CAR LOT Gross Acreage: \_\_\_\_\_

*\* If property is not subdivided need to provide survey map and/or metes and bounds.*

Owner Information

Name: Celestino Hernandez  
Address: 565 N ILLINOIS AVE  
City: Brownsville  
State: TX Zip Code: 78521  
Telephone: (956) 983-2483  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Signature: Celestino Hernandez

Representative/Agent Information

Name: Duan Ramos  
Address: 4675 Boca Chica  
City: Brownsville  
State: TX Zip Code: 78521  
Telephone: (956) 909-3384  
Fax: \_\_\_\_\_  
Email: LBHousePlans@Yahoo.com  
Signature: [Signature]

Special Note: **INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.**

**Office Use Only**

Date Submitted: November 3, 2015 Application Fee: \$500.<sup>00</sup> Electoral District: 2  
Accepted by: Frika Espinoza Dept. Director: [Signature] Case Number 235- 2015-041-S



# City of Brownsville Zoning Map

## Use Districts

### ZONING

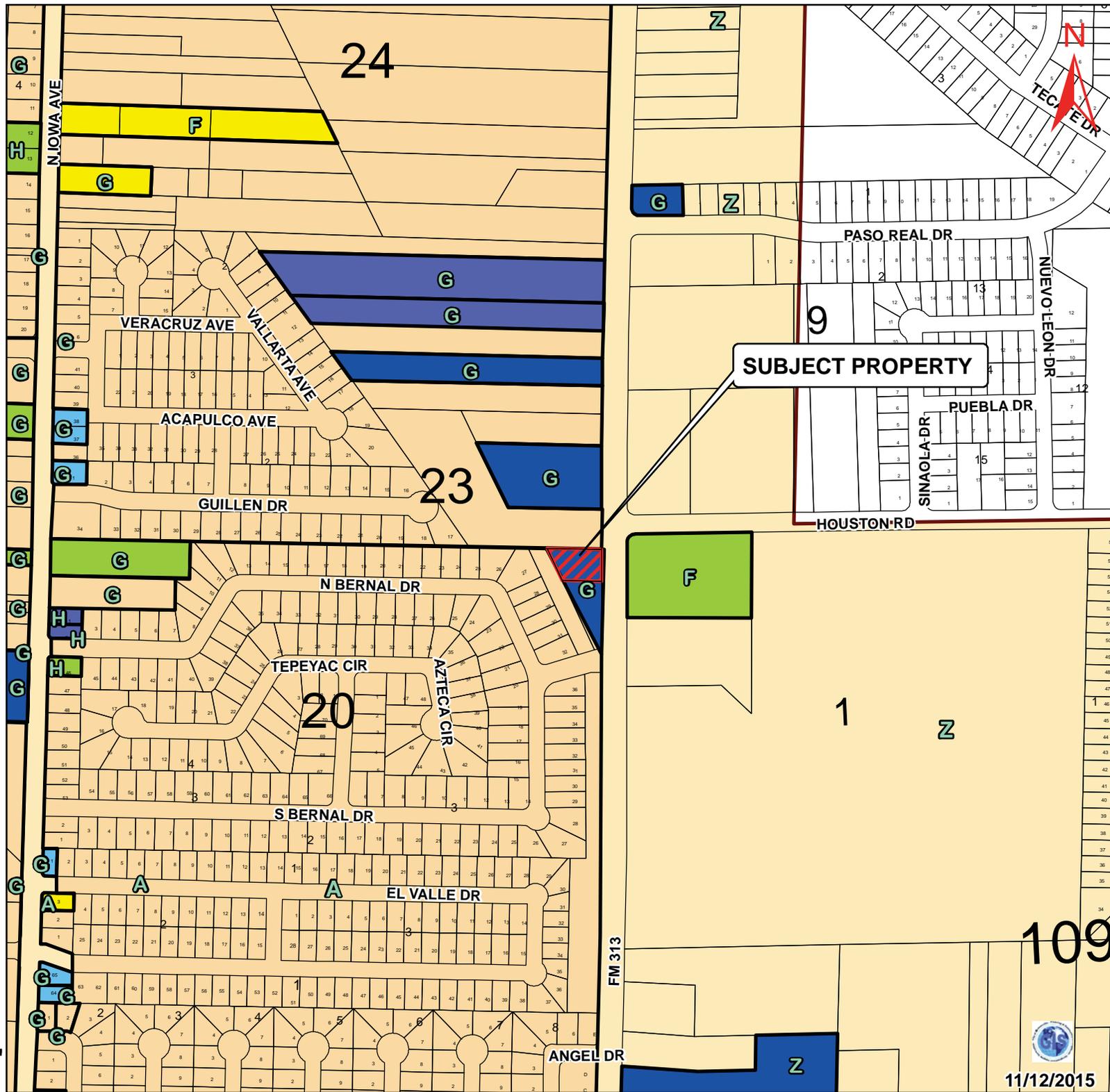
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Specific Use Permit Request :

**Case # 235-2015-041-S**  
**Celestino Hernandez**

**Current Zoning:**  
**Medium Retail (3C) "G"**

**Proposed Use:**  
**Use Car Lot**  
**Light Commercial (5C) "G"**





# City of Brownsville

## FUTURE LAND USE PLAN

### DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

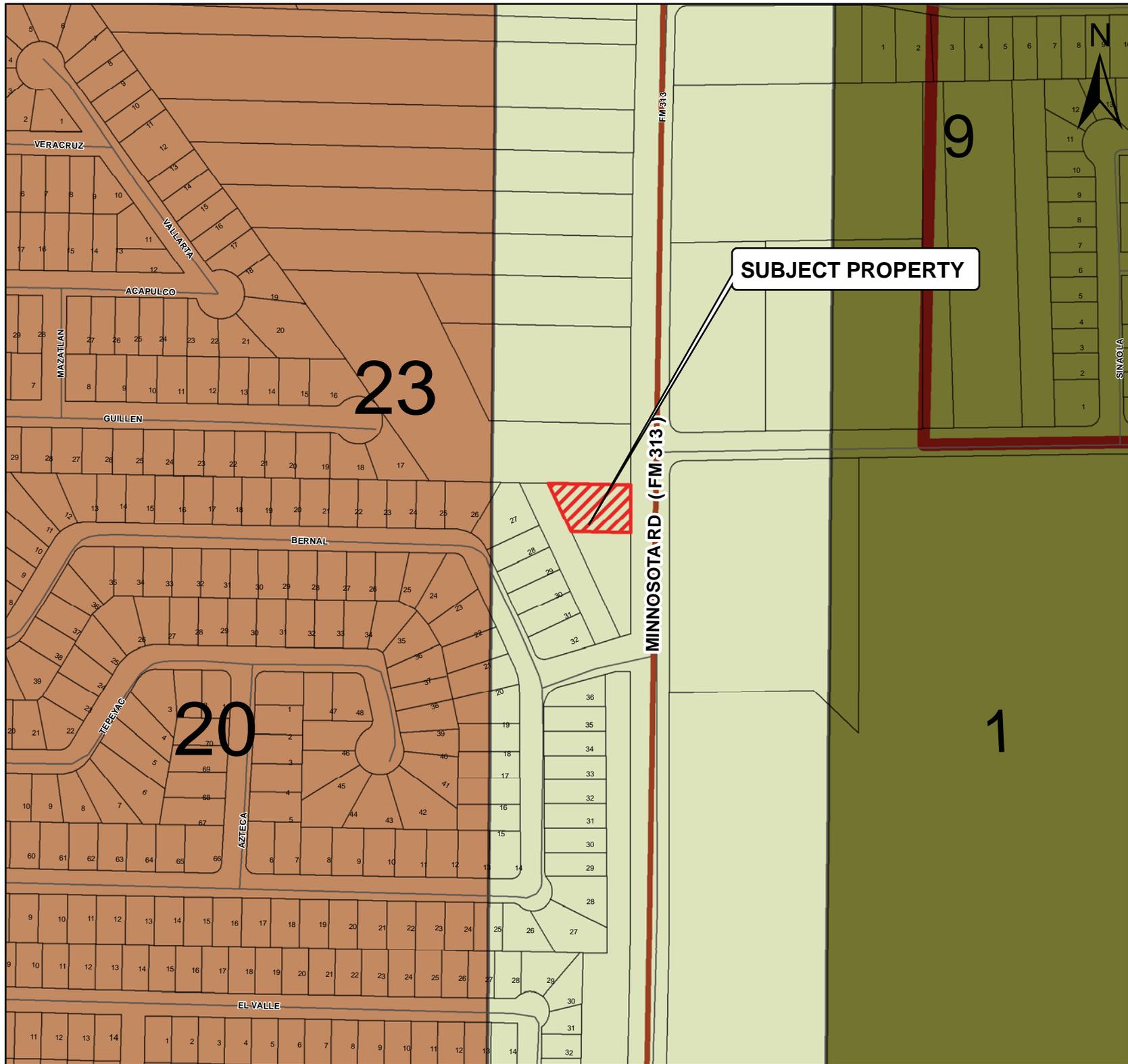
### NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

### CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor
- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.  
235-2015-041-S





# **JR HOUSE PLANS**

4675 BOCA CHICA BLVD.  
BROWNSVILLE, TX. 78521  
(956) 909-3384

## **PLANNING & ZONING COMMISSIONERS**

**Nov. 6, 2015**

**To whom it may concern:**

**We are proposing a used car auto sale off on 675 N. Minnesota Ave.  
The business hours for this establishment will be:**

- **Mon. – Fri. – 8-5**
- **Sat. – 8-1**
- **Sun. – CLOSED**



# Staff Report

## A. Application Information

Applicant/Property Owner:	Celestino Hernandez
Property ID:	03-9971-0010-0010-00
Case Number:	235-2015-041-S
Application Type:	<b>Specific Use Permit</b>
Proposed Use:	Used car lot
Current Zoning District:	Medium Retail "G" (3CG)
Proposed Zoning District:	Light Commercial "G" (5CG)
Date Application Submitted:	November 3, 2015
Planning & Zoning Commission Meeting Date:	December 3, 2015
City Commission Meeting Dates:	January 05, 2016 & January 19, 2016
City Commission District:	2
Overlay in area:	N/A

## B. Application Type/Background

The applicant is requesting a Specific Use Permit to allow a used car lot in an area currently zoned "Medium Retail G".

## C. Subject Property

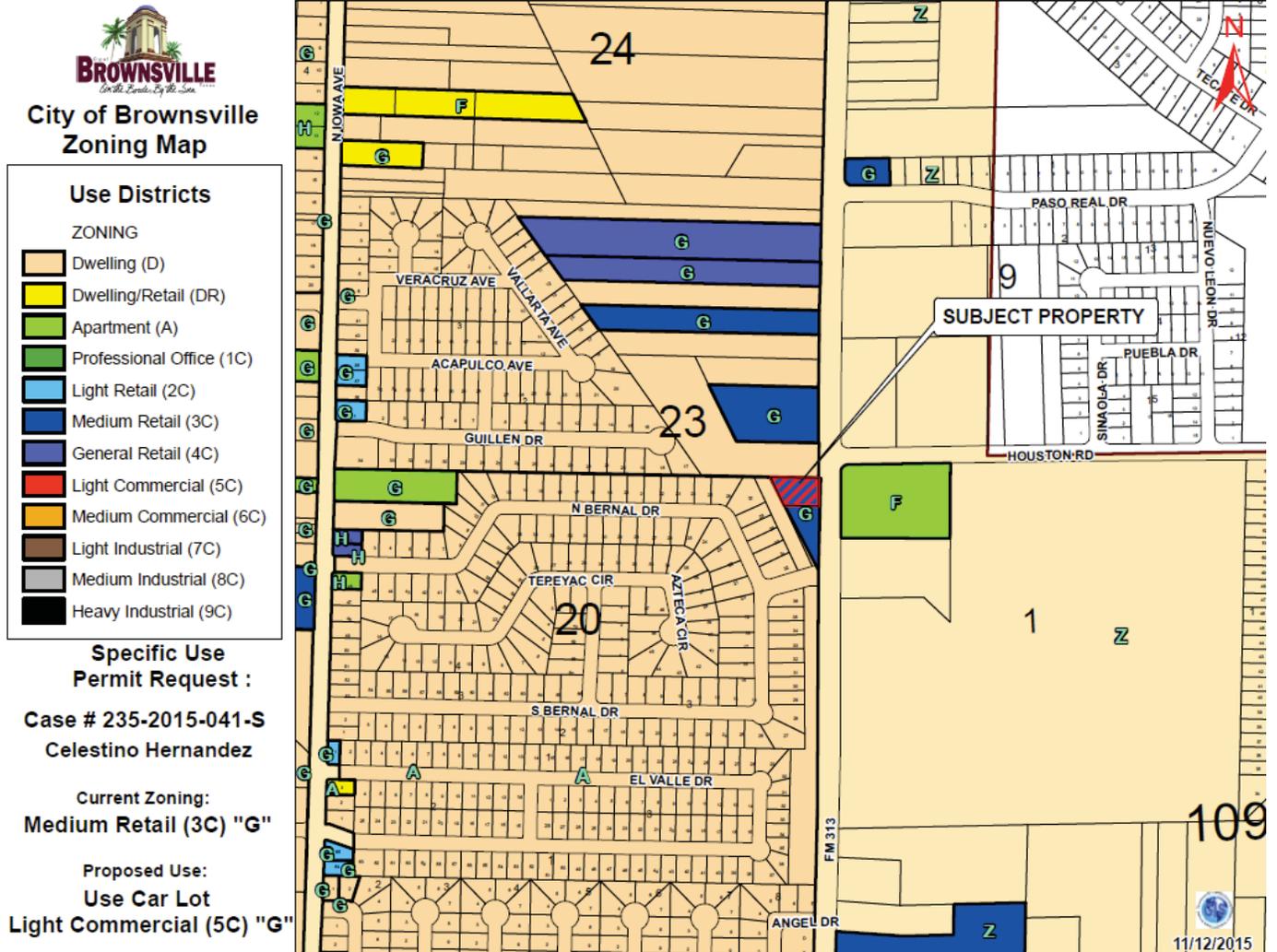
The subject property is located on Lot1, Block 1 of C.R.V Subdivision. Apartments, single family homes, and a restaurant are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities Board (PUB).

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property is vacant.
- East of the subject property are apartments.
- South of the subject property are single family homes and a restaurant.
- West of the subject property are single family homes.

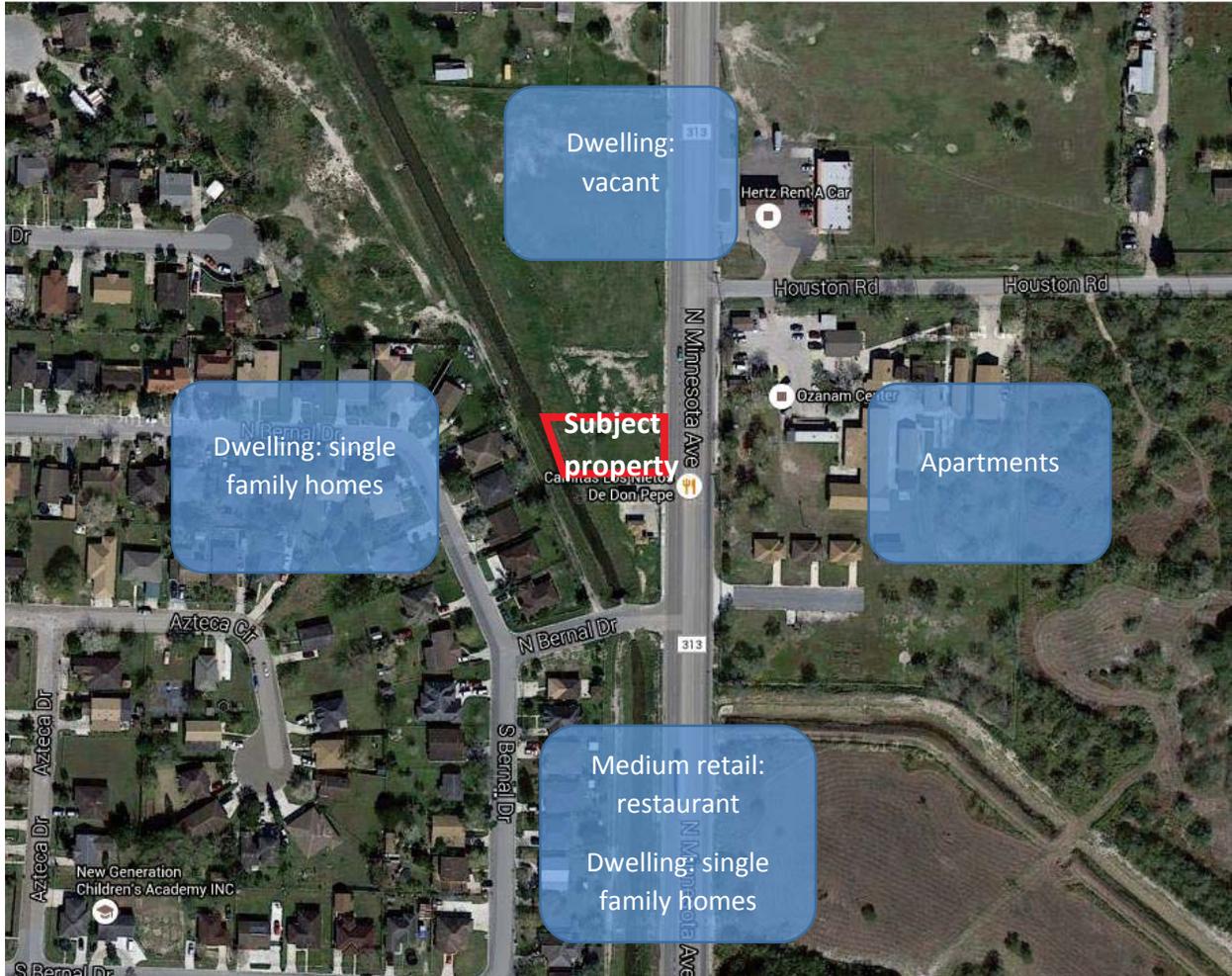
**Figure 1: Existing Zoning Map**

The following map illustrates existing zoning of the subject property and properties within the immediate area. As indicated, the subject property is currently zoned “Medium Retail”. The abutting properties to the north and west are zoned Dwelling. The abutting property to the east is zoned Apartment. South to the subject property is zoned “Medium Retail”.



**Figure 2: Existing Land Use Map**

The following map illustrates existing land uses surrounding the subject property. The existing land uses to the north are vacant. Properties to the south are single family homes and a restaurant. The property to the east are apartments. Properties to the west are single family homes.

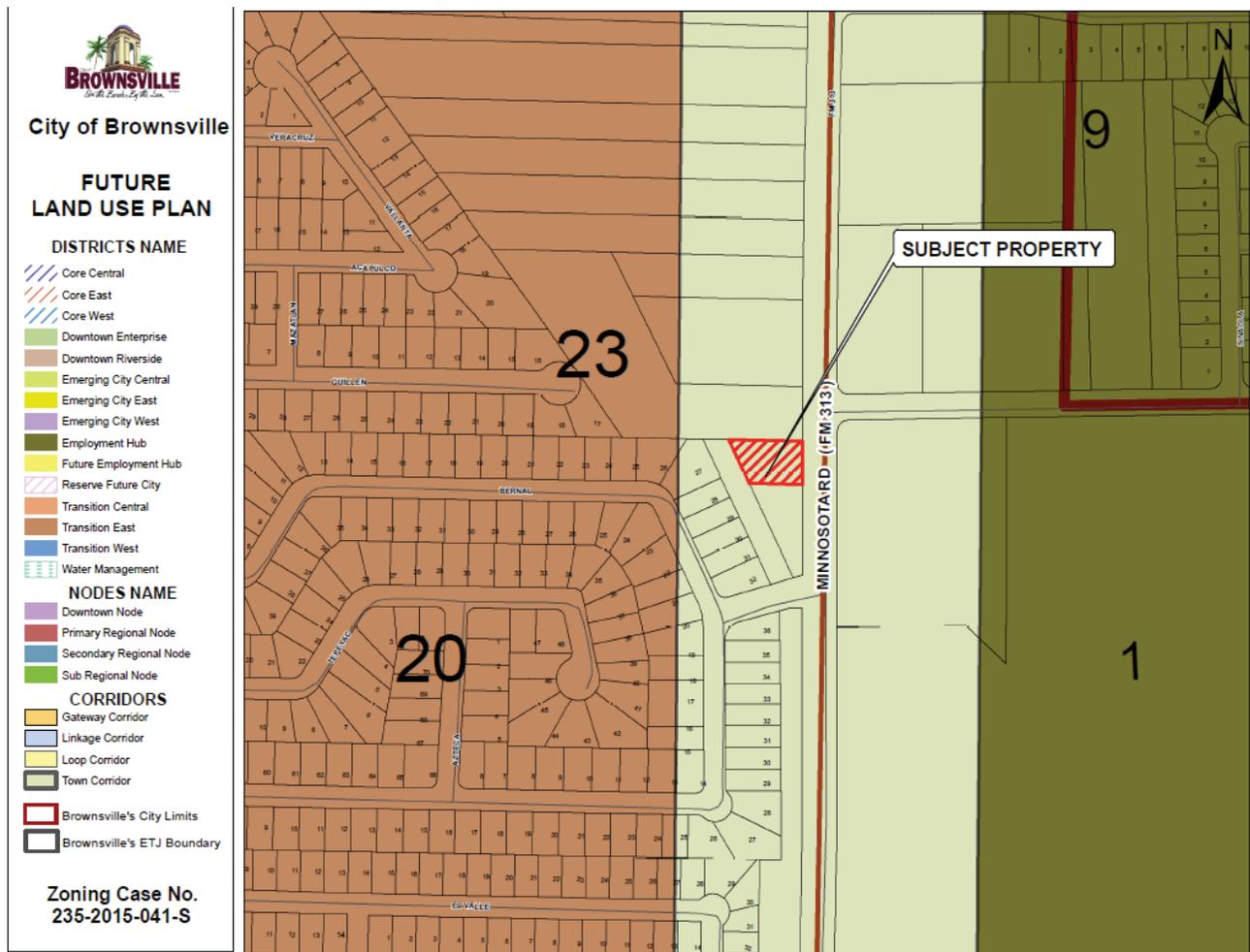


## D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Town Corridor”. According to the plan, Town Corridors are primarily residential, with small clusters of commercial land uses at regularly spaced intervals, mostly found at intersections of sub-regional roadways with city streets. The density of residential land uses should have an average of 3 dwelling units per acre and consist primarily of single family homes, with some attached townhouses and some larger lots. Commercial uses should be neighborhood office and retail, ideally independently owned businesses and shops that serve local residents. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

**Figure 3: Future Land Use Map (Town Corridor)**

The following map illustrates the Future Land Use Map. The subject property is within the Town Corridor.



## E. Review Criteria

***Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?***

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

***Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?***

The area surrounding the subject property is developed primarily for apartments, single family homes, and a restaurant. The proposed use (used car lot) would generally comply with the Future Land Use Plan.

***Will the proposed amendment result in significant or burdensome demands on existing public facilities?***

It is the opinion of staff that the proposed use (used car lot) would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

***Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?***

It is the opinion of staff that the proposed use would generally complement existing development and it would not have adverse impacts on area property values.

## F. Staff Recommendation

Based upon the analysis presented in this report, Planning Department staff recommends to support this request.



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 6.  
 DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016  
 CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning  
 PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2015-045: To rezone from Dwelling "Z" (DZ) to General Retail "G" (4CG) for 3.68 acres of Lot 1, Block 1 of Herebia Gardens Subdivision located at 10035 US Military Highway 281, Brownsville, Texas 78521. (District 4)

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL: <input type="checkbox"/> YES <input type="checkbox"/> NO	_____ City Manager
---	-----------------------

ORDINANCE NUMBER 235-2015-045

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Dwelling “Z” (DZ) to General Retail “G” (4CG) for 3.68 acres of Lot 1, Block 1 of Herebia Gardens Subdivision located at 10035 US Military Highway 281, Brownsville, Texas 78521. (District 4); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_  
Antonio Martinez  
Mayor

ATTEST: \_\_\_\_\_  
Michael L. Lopez  
City Secretary



# ZONING APPLICATION

City of Brownsville  
Planning Department  
(956) 548-6150

1150 E. Adams St. 3<sup>rd</sup> FL  
Brownsville, Texas 78520

- Planning and Zoning Commission
- City Commission

Tentative Date: 01-07-16

Tentative Date: 01-09-15 & 02-02-15

• For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #: ✓ 90-9013-0010-0010-00

Project Address: ✓ 10035 U.S. Military Hwy 281

Subdivision: ✓ Herbin Gardens Subd. n

Lot(s)/Block: Lot 1, Block 1

Current Area Classification: Dwelling A Proposed Area Classification: 4CG Gross Acreage: 3.68 A

Current Zoning: Dwelling Proposed Zoning: General Retail/4CG

Proposed Used: Retail Overlay Districts: \_\_\_\_\_

\* If property is not subdivided you will need to provide survey map and/or metes and bounds

\* If the application is signed by the representative we need a notarized authorization letter from the owner.

Owner Information	Representative/Agent Information
Name: <u>Veronica Beltran</u>	Name: <u>Marcos J. Montemayor, PE</u>
Address: <u>9390 Military Hwy 281</u>	Address: <u>6491 Paredes Forest Rd</u>
City: <u>Brownsville</u>	City: <u>Brownsville</u>
State: <u>Tx</u> Zip Code: <u>78521</u>	State: <u>Tx</u> Zip Code: <u>78520</u>
Telephone: <u>(956) 621-8768</u>	Telephone: <u>(956) 576-0677</u>
Fax: _____	Fax: <u>(956) 571-8606</u>
Email: _____	Email: <u>mmjmonte6491@gmail.com</u>
Signature: <u>Veronica Beltran</u>	Signature: <u>Marcos J. Montemayor, PE</u>

Special Note: INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.

### Office Use Only

Date Submitted: November 18, 2015 Application Fee: \$750.00 Electoral District: \_\_\_\_\_

Accepted by: Erika Espinoza Dept. Director: [Signature] Case Number 235- 2015-045



# City of Brownsville Zoning Map

## Use Districts

### ZONING

-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Rezoning Request :

**Case # 235-2015-045**

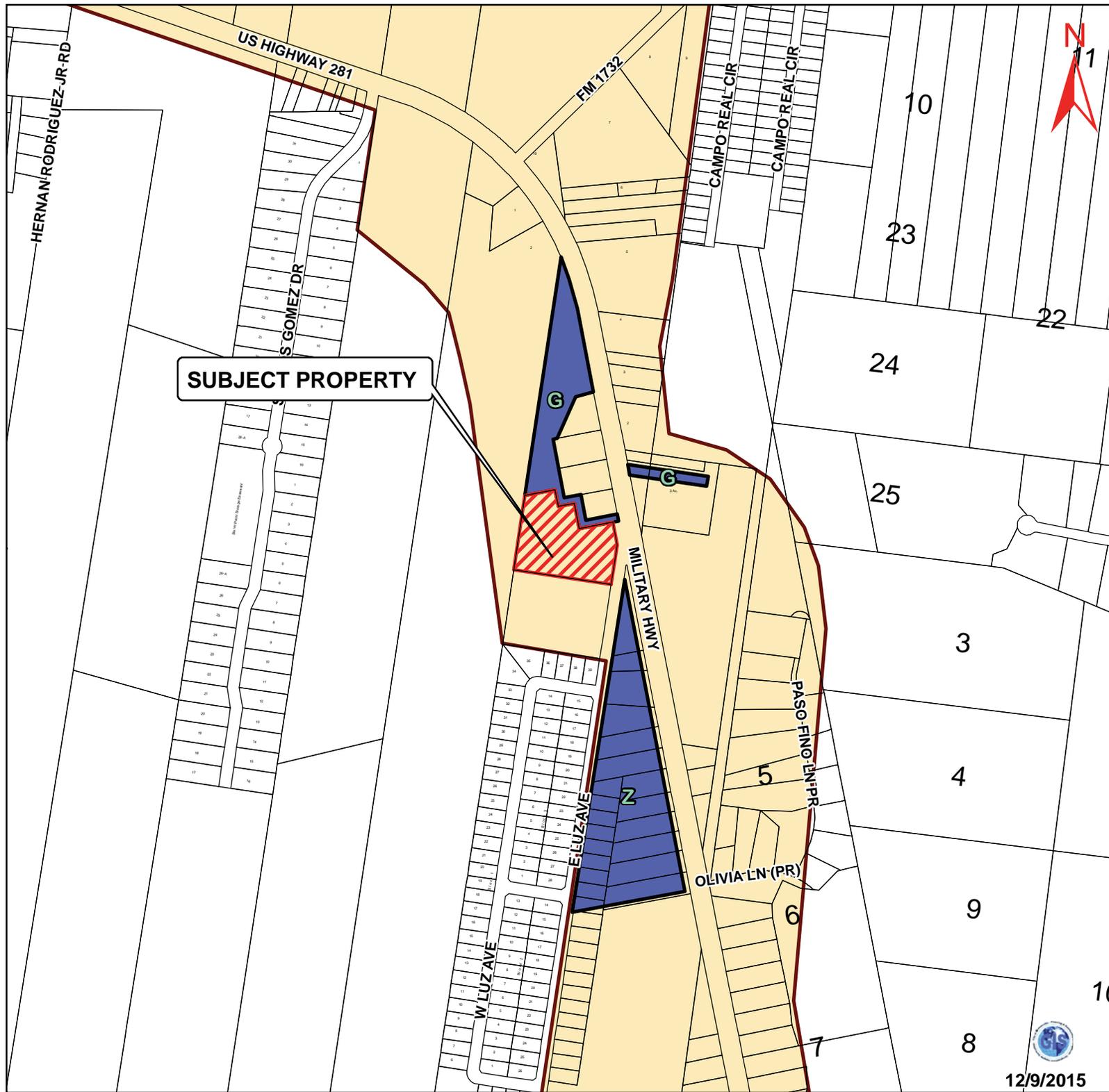
**Veronica Beltran**

**Current Zoning:**

**Dwelling (D) "Z"**

**Proposed Zoning:**

**General Retail (4C) "G"**





**City of Brownsville**

**FUTURE LAND USE PLAN**

**DISTRICTS NAME**

-  Core Central
-  Core East
-  Core West
-  Downtown Enterprise
-  Downtown Riverside
-  Emerging City Central
-  Emerging City East
-  Emerging City West
-  Employment Hub
-  Future Employment Hub
-  Reserve Future City
-  Transition Central
-  Transition East
-  Transition West
-  Water Management

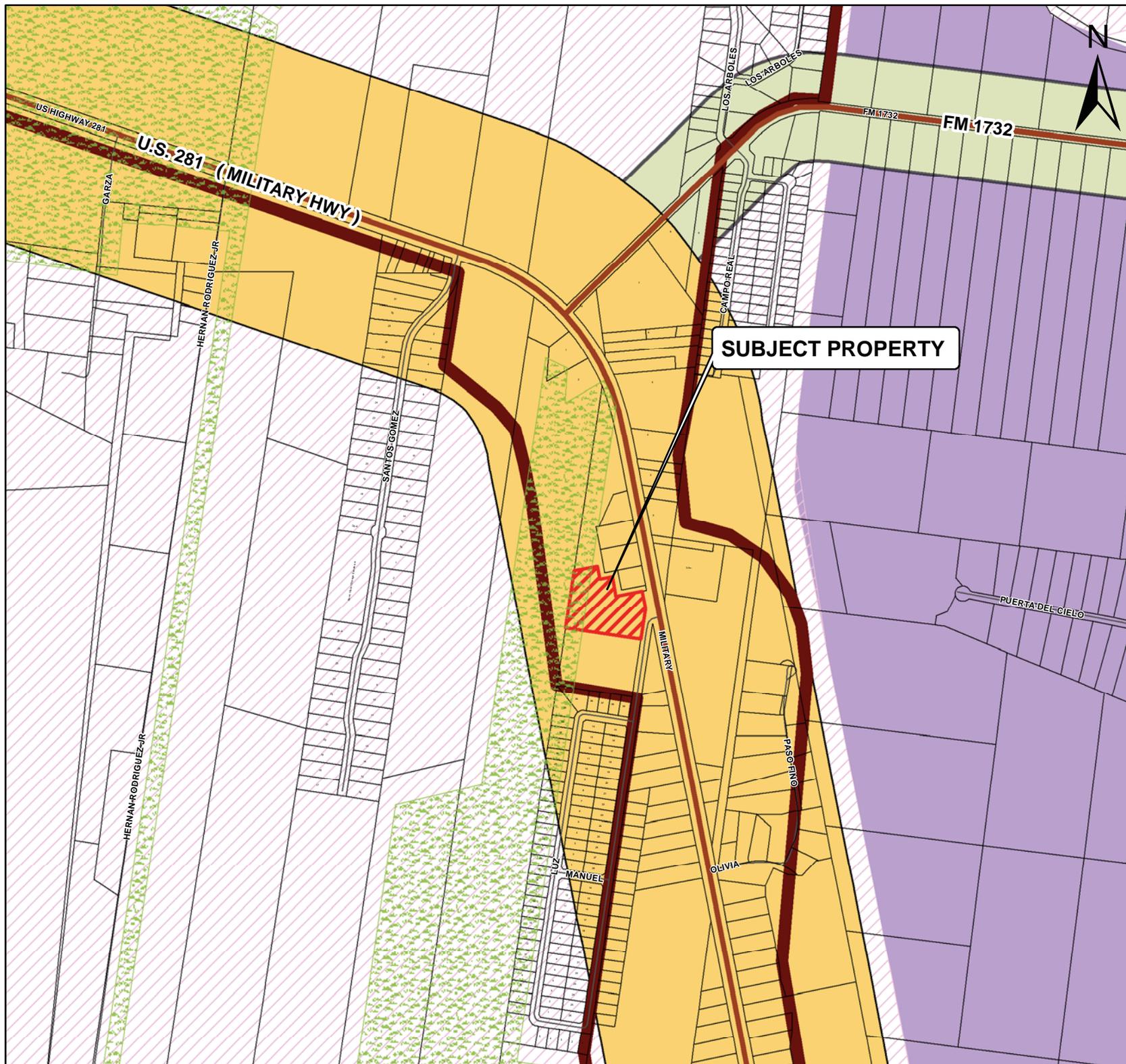
**NODES NAME**

-  Downtown Node
-  Primary Regional Node
-  Secondary Regional Node
-  Sub Regional Node

**CORRIDORS**

-  Gateway Corridor
-  Linkage Corridor
-  Loop Corridor
-  Town Corridor
-  Brownsville's City Limits
-  Brownsville's ETJ Boundary

**Zoning Case No.  
235-2015-045**





# Staff Report

## A. Application Information

Applicant/Property Owner:	Veronica Beltran
Property ID:	90-9013-0010-0010-00
Case Number:	235-2015-045
Application Type:	<b>Rezoning</b>
Proposed Use:	Retail/ used cars
Current Zoning District:	Dwelling “Z” (DZ)
Proposed Zoning District:	General Retail “G” (4CG)
Date Application Submitted:	November 18, 2015
Planning & Zoning Commission Meeting Date:	January 07, 2016
City Commission Meeting Dates:	January 09, 2016 & February 02, 2016
City Commission District:	4
Overlay in area:	FM 511_O51-A Commercial

## B. Application Type/Background

The applicant is requesting to rezone 3.68 acres of land from “Dwelling Z” to “General Retail G”.

## C. Subject Property

The subject property has an area of approximately 3.68 acres out of Lot 1, Block 1 of Herebia Gardens Subdivision. It is located on US Military Highway on 281, an arterial roadway. Single family homes, auto car lots, and vacant property are the predominant existing land uses within the subject property’s immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Military Highway Water Supply Corporation.

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North and South of the subject property are single family homes and used car lots.
- East of the subject property is a single family home and vacant property.
- West of the subject property is vacant.



**Figure 2: Existing Land Use Map**

The following map illustrates existing land uses surrounding the subject property. The existing land uses of the surrounding properties to the north and south are single family homes and used car lots. Properties to the east is a single family home and vacant property. The properties to the west are vacant.





## E. Review Criteria

***Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?***

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

***Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?***

The area surrounding the subject property is developed primarily for single family homes, used car lots, and vacant property. It is the opinion of staff that the proposed zoning would be compatible.

***Will the proposed amendment result in significant or burdensome demands on existing public facilities?***

It is the opinion of staff that the proposed zoning would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

***Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?***

It is the opinion of staff that the proposed zoning would complement the area and it would not have adverse impacts on area property values.

## F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support this application.



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 7.  
 DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016  
 CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning  
 PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

- EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

- CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2015-045-S: To allow a Medium Commercial "G" (6CG) in a General Retail "G" (4CG) for 3.68 acres of Lot 1, Block 1 of Herebia Gardens Subdivision located at 10035 US Military Highway 281, Brownsville, Texas 78521. (District 4)

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL:  YES     NO

\_\_\_\_\_  
City Manager

ORDINANCE NUMBER 235-2015-045-S

AN ORDINANCE AMENDING THE "CITY ZONING ORDINANCE" BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City's comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the "City Zoning Ordinance" by amending the Official Zoning Atlas so to allow a Medium Commercial "G" (6CG) in a General Retail "G" (4CG) for 3.68 acres of Lot 1, Block 1 of Herebia Gardens Subdivision located at 10035 US Military Highway 281, Brownsville, Texas 78521. (District 4); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That the area rezoned by this amendment shall continue to be subject to all applicable regulations.

Section 3. That whenever one provision of this ordinance conflicts with another provision of this ordinance, the provision which governs shall be the one listed sooner on the following list: Section 3 of this ordinance, Section 2 of this ordinance, Section 1 of this ordinance.

Section 4. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

Section 5. Specific Use shall be valid for one year from the passage of this ordinance. If no construction occurs within one year from the time of passage the specific use permit shall be null and void.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_  
Antonio Martinez  
Mayor

ATTEST: \_\_\_\_\_  
Michael L. Lopez  
City Secretary



# Specific Use Permit Application

City of Brownsville  
Planning Department  
(956) 548-6150

1150 E. Adams St. 3<sup>rd</sup> FL  
Brownsville, Texas 78520

- Planning and Zoning Commission
- City Commission

Tentative Date: 01-07-16  
 Tentative Date: 01-19-15 & 02-02-15

• For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #: 90-9013-0010-0010-00  
 Project Address: 10035 U.S. Military Hwy 281  
 Subdivision: Heber Gardens Subdiv  
 Lot(s)/Block: lot 1, Blk 1  
 Current Zoning: Dwelling 2 And overlay district if applicable: None  
 Proposed Use: GC - Car Wash Wanted Used Parts Sale Storage Warehouse Gross Acreage: 3.68 Ac  
 \* If property is not subdivided need to provide survey map and/or metes and bounds.

### Owner Information

Name: Veronica Beltran  
 Address: 9390 Military Hwy 281  
 City: Brownsville  
 State: TX Zip Code: 78521  
 Telephone: (956) 621-8764  
 Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Signature: Veronica Beltran

### Representative/Agent Information

Name: Manuel J. Montemayor, PE  
 Address: 6491 Paredes Ln  
 City: Brownsville  
 State: TX Zip Code: 78526  
 Telephone: (956) 546-0671  
 Fax: (956) 546-8606  
 Email: MTMonte6491@gmail.com  
 Signature: Manuel J. Montemayor, PE

Special Note: **INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.**

### Office Use Only

Date Submitted: November 18, 2015 Application Fee: \$750.00 Electoral District: \_\_\_\_\_  
 Accepted by: Erika Espinoza Dept. Director: [Signature] Case Number 235- 2015-045-S



# City of Brownsville Zoning Map

## Use Districts

### ZONING

-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

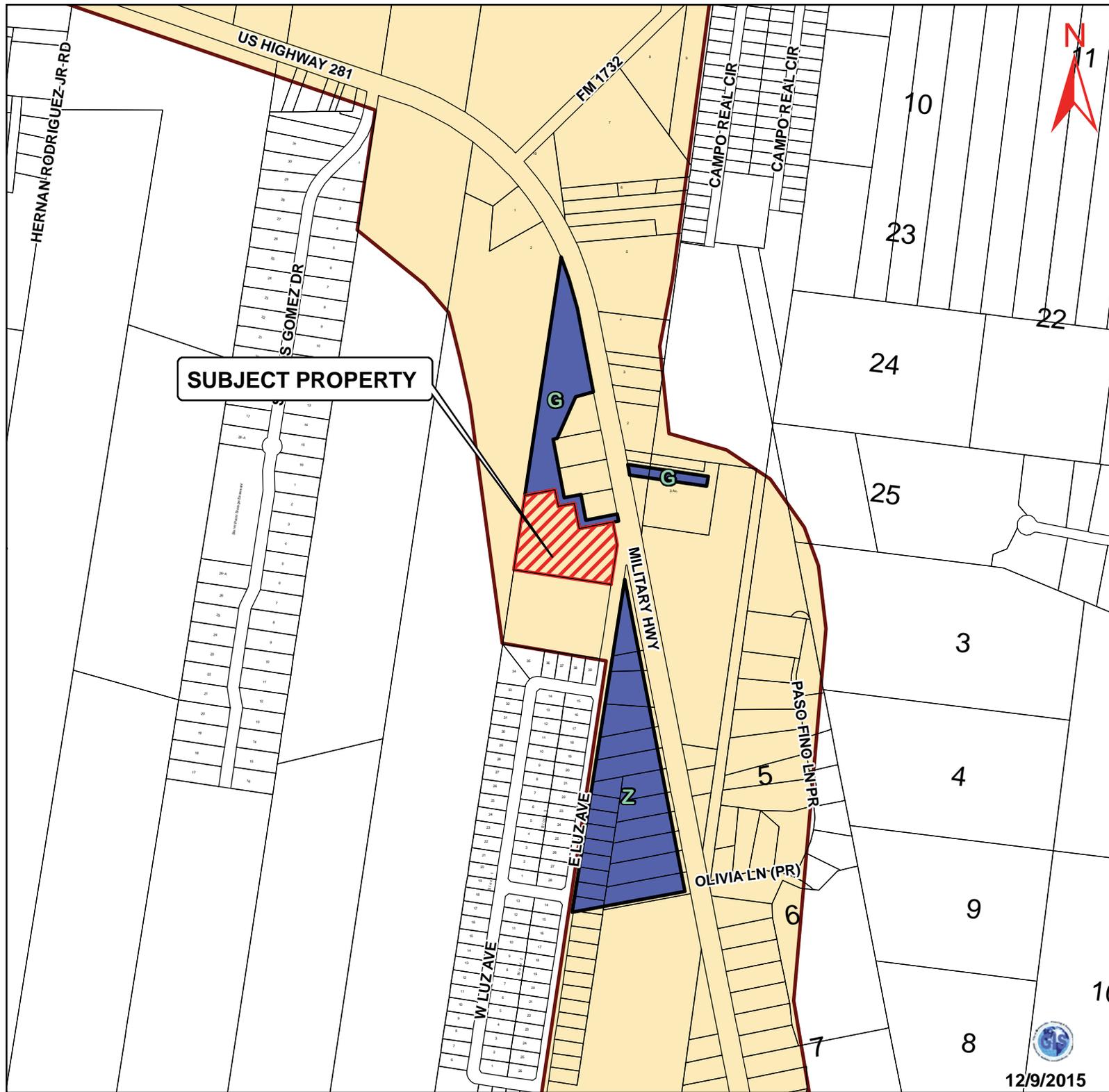
## Specific Use Permit Request :

**Case # 235-2015-045-S**

**Veronica Beltran**

**Current Zoning:  
Dwelling (D) "Z"**

**Proposed Use:  
Used Parts Sale &  
Storage Warehouse**





# City of Brownsville

## FUTURE LAND USE PLAN

### DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

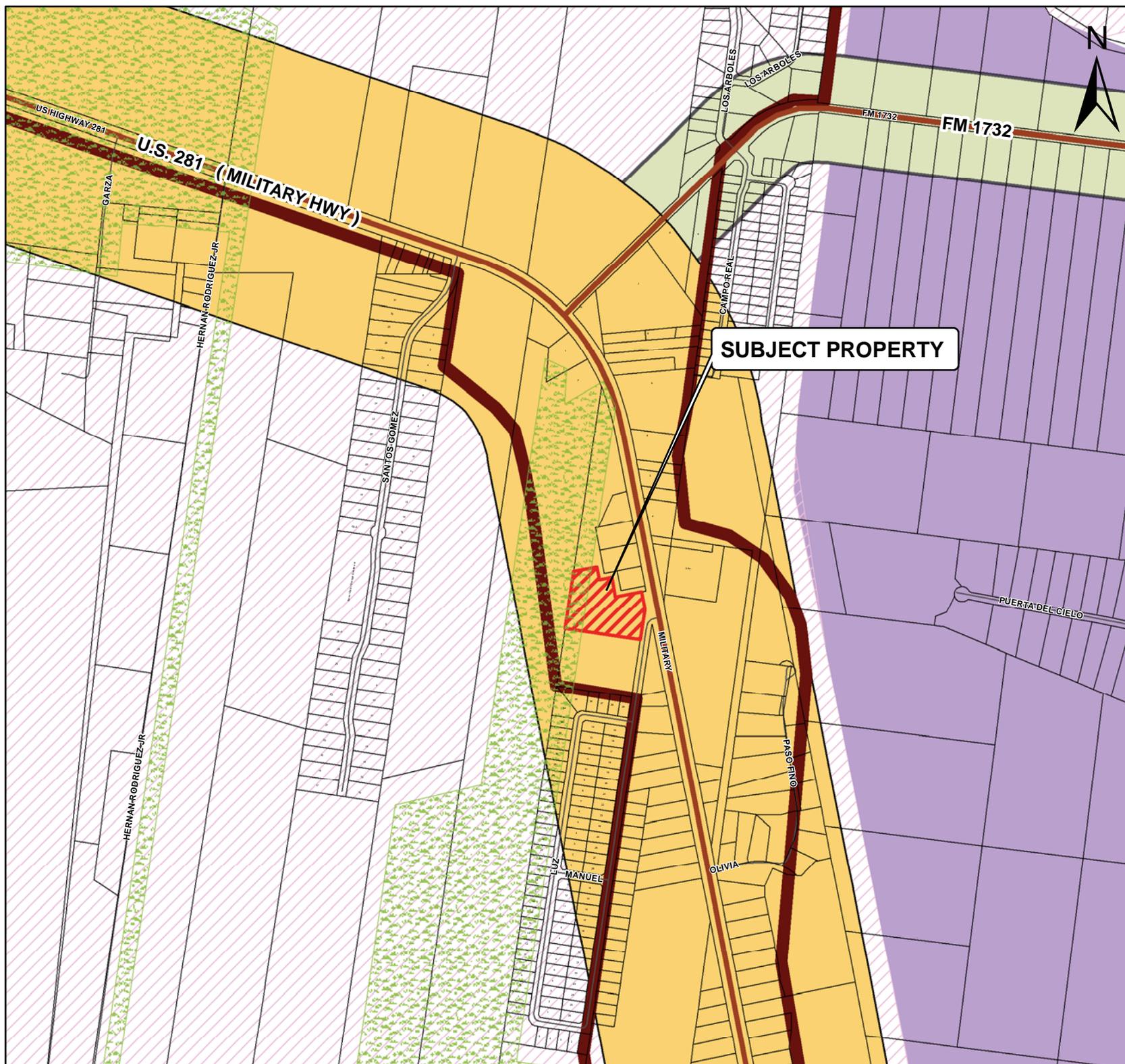
### NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

### CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor
- Brownsville's City Limits
- Brownsville's ETJ Boundary

**Zoning Case No.  
235-2015-045-S**





# Staff Report

## A. Application Information

Applicant/Property Owner:	Veronica Beltran
Property ID:	90-9013-0010-0010-00
Case Number:	235-2015-045-S
Application Type:	<b>Specific Use Permit</b>
Proposed Use:	Used parts sale & Storage warehouse
Current Zoning District:	Dwelling "Z" (DZ)
Proposed Zoning District:	Medium Commercial (6C)
Date Application Submitted:	November 18, 2015
Planning & Zoning Commission Meeting Date:	January 7, 2016
City Commission Meeting Dates:	January 19, 2016 & February 2, 2016
City Commission District:	4
Overlay in area:	FM 511_O51-A Commercial

## B. Application Type/Background

The applicant is requesting a Specific Use Permit to allow retail and sale of used parts and a storage warehouse in an area currently zoned "Dwelling Z".

## C. Subject Property

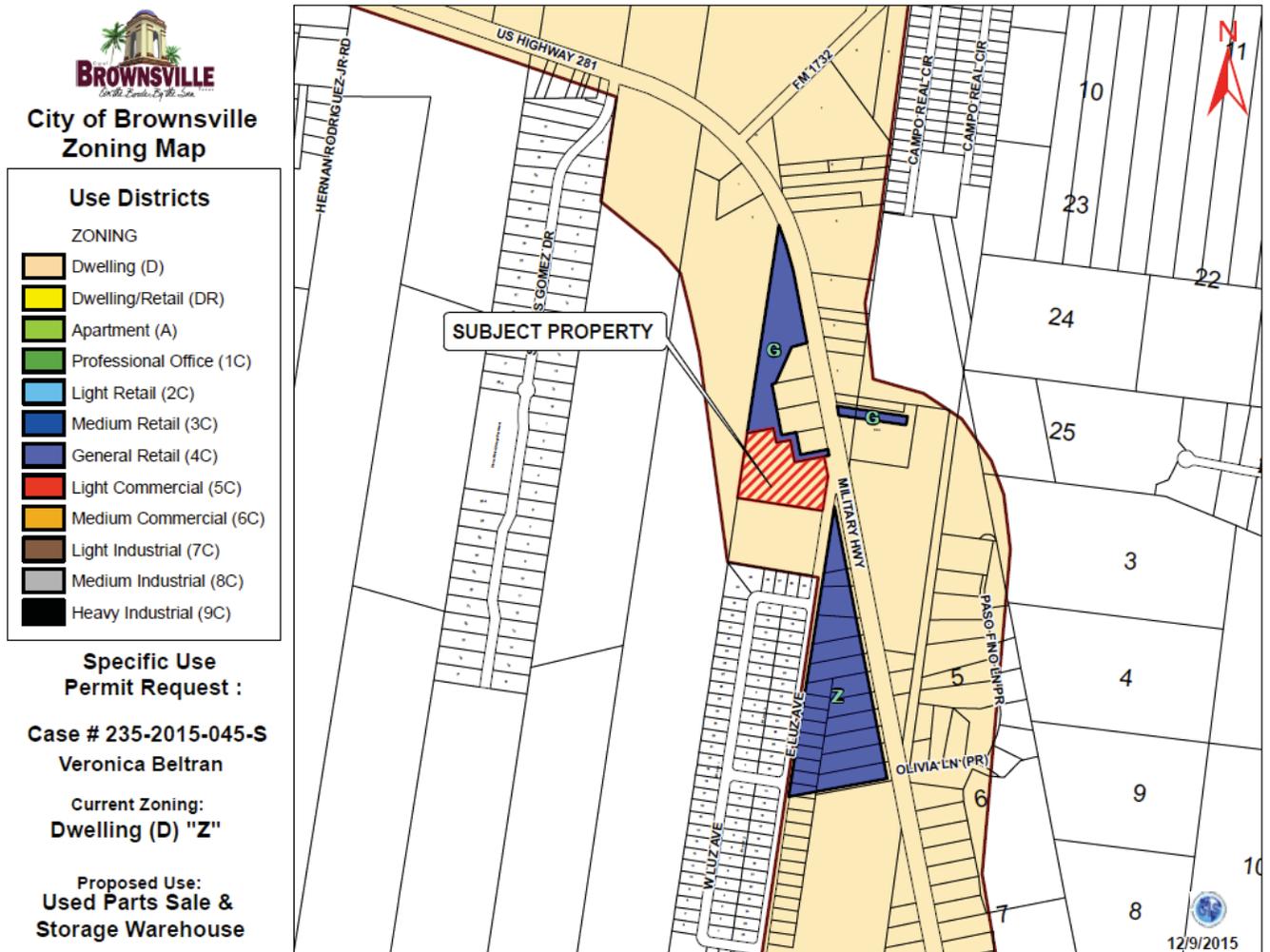
The subject property has an area of approximately 3.68 acres out of Lot 1, Block 1 of Herebia Gardens Subdivision. It is located on US Military Highway on 281, an arterial roadway. Single family homes, auto car lots, and vacant property are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Military Highway Water Supply Corporation.

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North and South of the subject property are single family homes and used car lots.
- East of the subject property is a single family home and vacant property.
- West of the subject property is vacant.

**Figure 1: Existing Zoning Map**

The following map illustrates existing zoning of the subject property and zoning of properties within the immediate area. The abutting properties to the north are zoned “General Retail”, the properties to the south, east, and west are zoned “Dwelling”.



**Figure 2: Existing Land Use Map**

The following map illustrates existing land uses surrounding the subject property. The existing land uses of the surrounding properties to the north and south are single family homes and used car lots. Properties to the east is a single family home and vacant property. The properties to the west are vacant.





## E. Review Criteria

***Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?***

It is the opinion of staff that the request is generally consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

***Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?***

The area surrounding the subject property is developed primarily for single family homes, used car lots, and vacant property. It is the opinion of staff that the proposed use would generally be compatible.

***Will the proposed amendment result in significant or burdensome demands on existing public facilities?***

It is the opinion of staff that the proposed use would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

***Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?***

It is the opinion of staff that the proposed use would generally complement the area and it would not have adverse impacts on area property values.

## F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support this application with the appropriate site plan.



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 8.  
 DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016  
 CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning  
 PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2015-046-S: To allow a Mobile Home Park Type B Subdivision for 26.826 acres located on the West side of Indiana Avenue (FM 3068) between Dockberry Road and Southmost Road. (District 1)

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL:  YES     NO

\_\_\_\_\_  
City Manager

ORDINANCE NUMBER 235-2015-046-S

AN ORDINANCE AMENDING THE "CITY ZONING ORDINANCE" BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City's comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the "City Zoning Ordinance" by amending the Official Zoning Atlas so to allow a Mobile Home Park Type B Subdivision for 26.826 acres located on the West side of Indiana Avenue (FM 3068) between Dockberry Road and Southmost Road. (District 1); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That the area rezoned by this amendment shall continue to be subject to all applicable regulations.

Section 3. That whenever one provision of this ordinance conflicts with another provision of this ordinance, the provision which governs shall be the one listed sooner on the following list: Section 3 of this ordinance, Section 2 of this ordinance, Section 1 of this ordinance.

Section 4. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

Section 5. Specific Use shall be valid for one year from the passage of this ordinance. If no construction occurs within one year from the time of passage the specific use permit shall be null and void.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_  
Antonio Martinez  
Mayor

ATTEST: \_\_\_\_\_  
Michael L. Lopez  
City Secretary



# City of Brownsville Zoning Map

## Use Districts

### ZONING

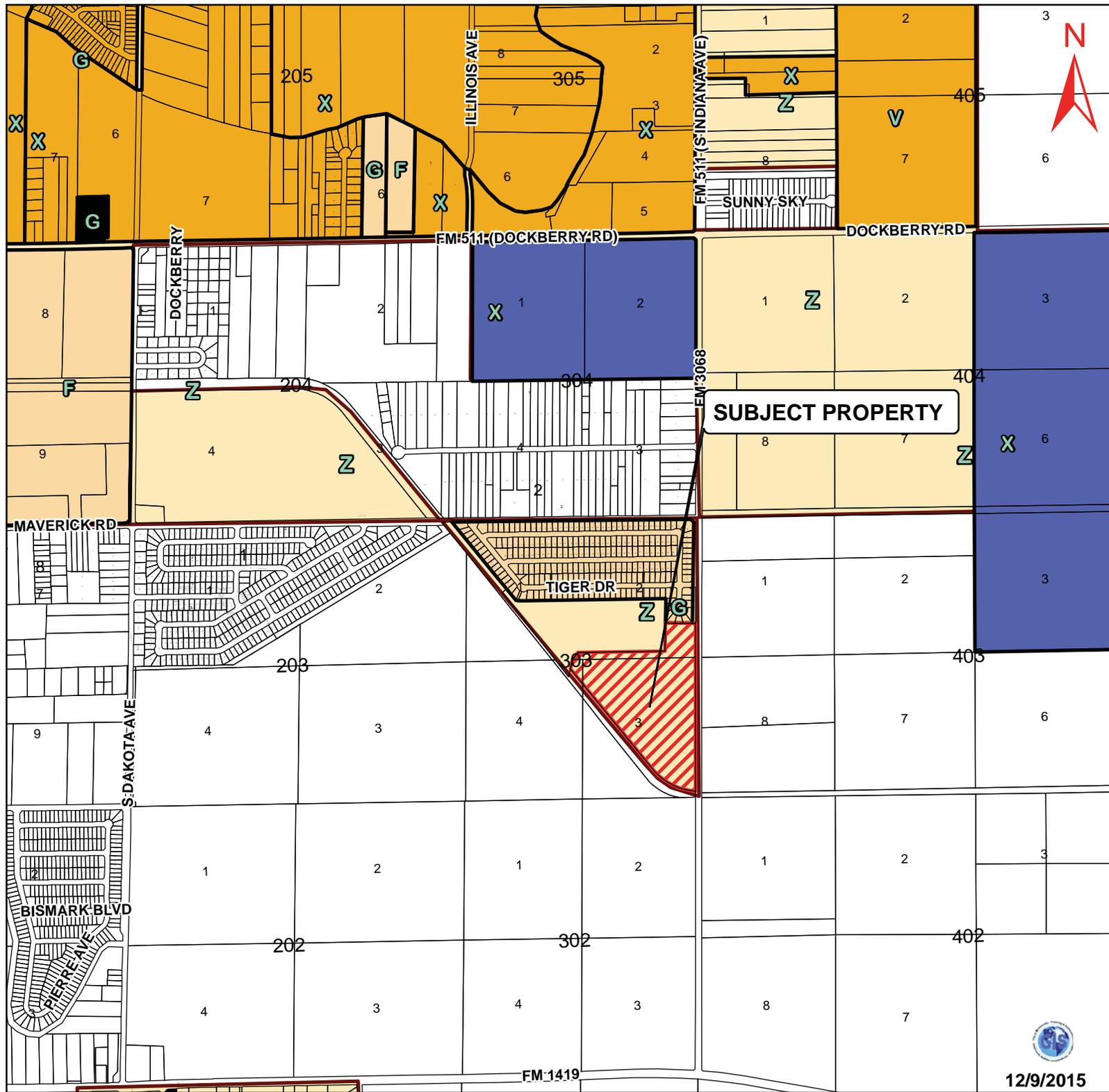
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Specific Use Permit Request :

**Case # 235-2015-046-S**  
**Stonehaven Development,**  
**Inc.**

**Current Zoning:**  
**Dwelling (D) "Z"**

**Proposed Use:**  
**Mobile Home Park**  
**Type B**





# City of Brownsville

## FUTURE LAND USE PLAN

### DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

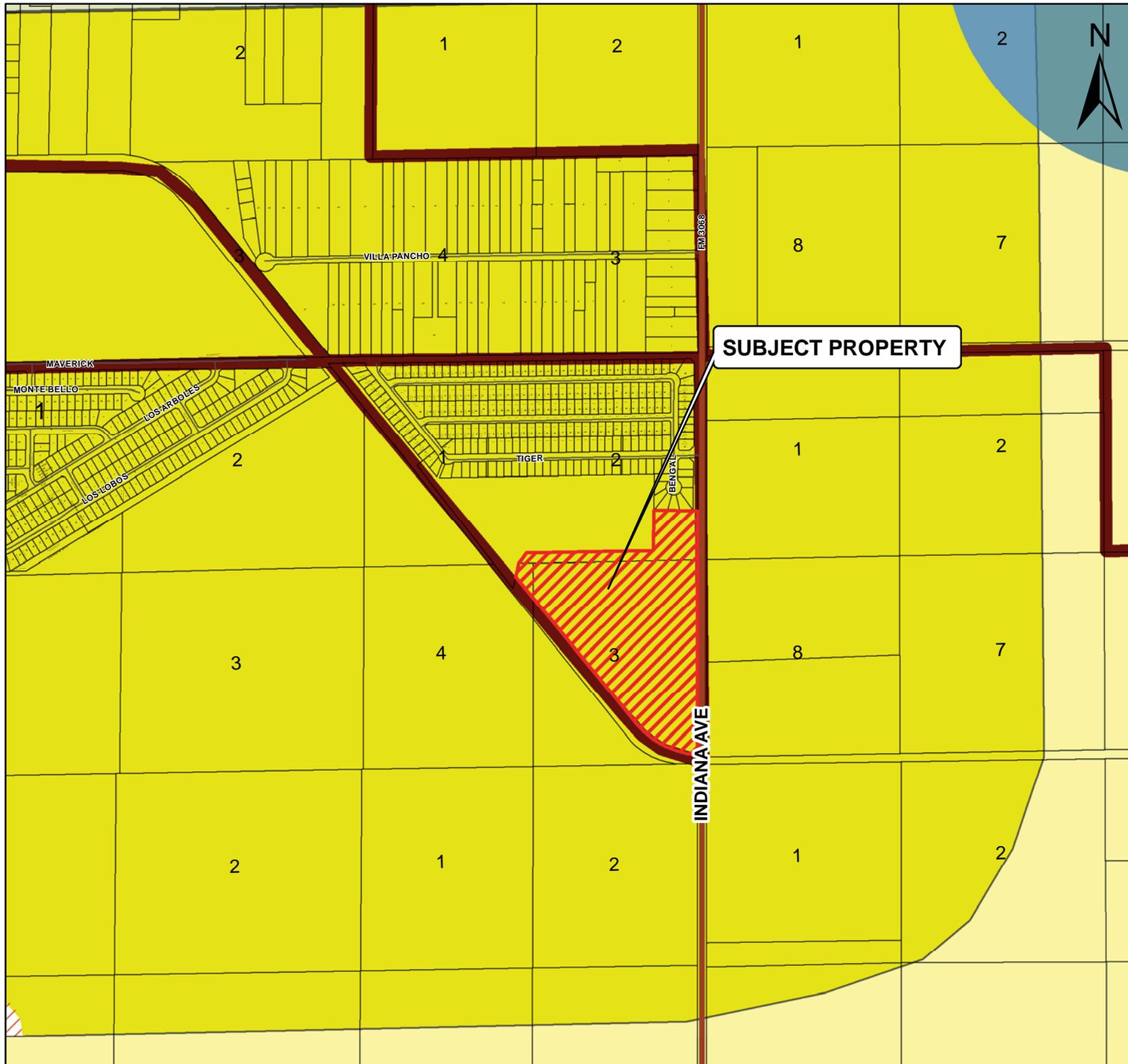
### NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

### CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor
- Brownsville's City Limits
- Brownsville's ETJ Boundary

**Zoning Case No.  
235-2015-046-S**





# Staff Report

## A. Application Information

Applicant/Property Owner:	Stonehaven Development Inc.
Property ID:	74-7540-3030-0031-00
Case Number:	235-2015-046-S
Application Type:	<b>Specific Use Permit</b>
Proposed Use:	Mobile Home Park Type B
Current Zoning District:	Dwelling "Z" (DZ)
Proposed Zoning District:	N/A
Date Application Submitted:	November 18, 2015
Planning & Zoning Commission Meeting Date:	January 7, 2016
City Commission Meeting Dates:	January 19, 2016 & February 02, 2016
City Commission District:	1
Overlay in area:	N/A

## B. Application Type/Background

The applicant is requesting a Specific Use Permit to allow a Mobile Home Park in an area currently zoned "Dwelling Z".

## C. Subject Property

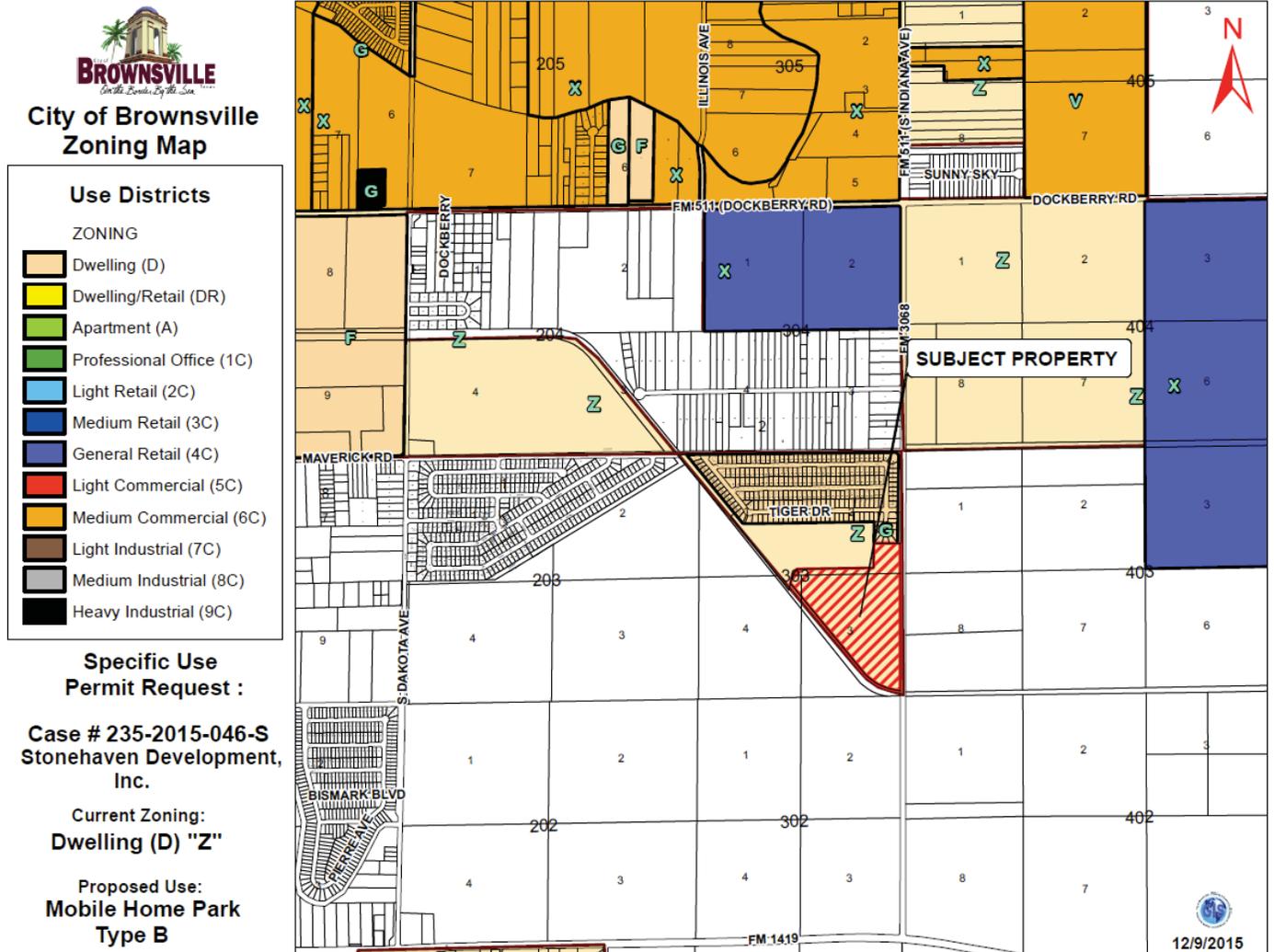
The subject property has an area of approximately 26.82 acres located on the Westside of Indiana Avenue between Dockberry Road and Southmost Road. Single family homes, and vacant property are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities Board (PUB).

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property are single family homes.
- East of the subject property is vacant.
- South of the subject property is vacant.
- West of the subject property is vacant.

**Figure 1: Existing Zoning Map**

The following map illustrates existing zoning of the subject property and properties within the immediate area. As indicated, the subject property is currently zoned “Dwelling”. The abutting properties to the north are zoned Dwelling. The abutting properties to the east, south, and west are outside the city limits.



**Figure 2: Existing Land Use Map**

The following map illustrates existing land uses surrounding the subject property. The existing land uses to the north are single family homes. Properties to the east, south, and west are vacant and outside the city limits.

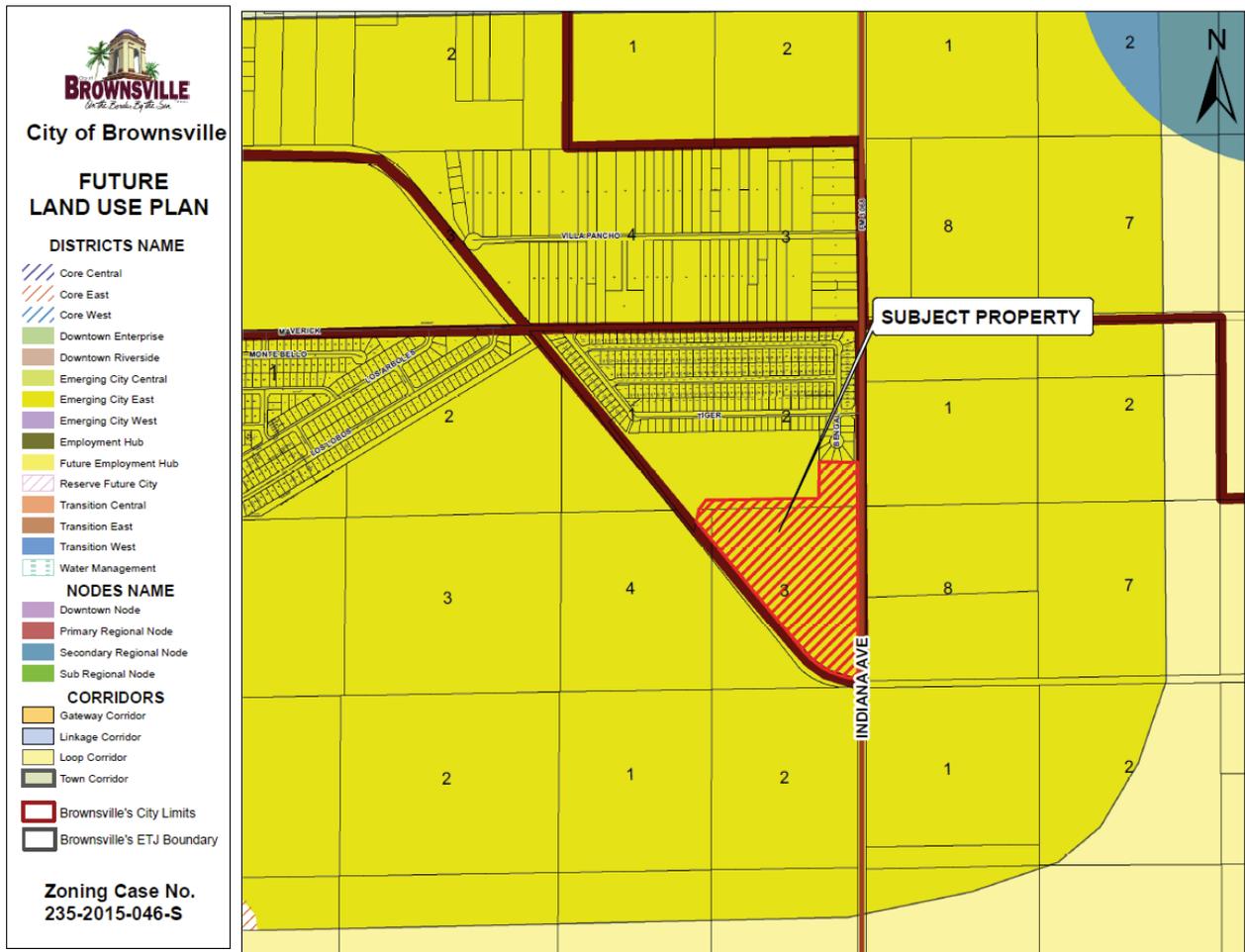


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Emerging City East District”. According to the plan, this district is split between residential and non-residential uses, and a greater degree of flexibility is allowed, making this District more responsive to the varying demands presented by its close location to the Employment Hub. Residential uses should primarily be single family homes and some agricultural/ranch properties and should have an average density of 1 dwelling unit per acre. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

**Figure 3: Future Land Use Map (Emerging City East District)**

The following map illustrates the Future Land Use Map. The subject property is within the Emerging City East District.



## E. Review Criteria

***Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?***

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

***Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?***

The area surrounding the subject property is developed primarily for single family homes. The proposed use (Mobile Home Park) does comply with the Future Land Use Plan, and it would be compatible with the existing development in the area.

***Will the proposed amendment result in significant or burdensome demands on existing public facilities?***

It is the opinion of staff that the proposed use (Mobile Home Park) would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

***Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?***

It is the opinion of staff that the proposed use would generally complement existing development and it would not have adverse impacts on area property values.

## F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support this request.



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 9.  
 DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016  
 CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning  
 PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2015-047: To rezone from Apartment "H" (AH) to Light Retail "H" (2CH) for 1.84 acres for Block 34 of El Jardín Subdivision Share 19 located at 1661 Old Port Isabel Road, Brownsville, Texas 78521. (District 2)

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL:  YES     NO

\_\_\_\_\_  
City Manager

ORDINANCE NUMBER 235-2015-047

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Apartment “H” (AH) to Light Retail “H” (2CH) for 1.84 acres for Block 34 of El Jardín Subdivision Share 19 located at 1661 Old Port Isabel Road, Brownsville, Texas 78521. (District 2); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_  
Antonio Martinez  
Mayor

ATTEST: \_\_\_\_\_  
Michael L. Lopez  
City Secretary



# ZONING APPLICATION

City of Brownsville  
Planning Department  
(956) 548-6150

1150 E. Adams St. 3<sup>rd</sup> FL  
Brownsville, Texas 78520

- Planning and Zoning Commission
- City Commission

Tentative Date: 01-07-15

Tentative Date: 01-19-15 & 02-02-15

• For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #: 02-7900-0340-0300-00

Project Address: 1661 Old Port Isabel Rd, Brownsville, Tx

Subdivision: El Jardin Subdivision Share 19

Lot(s)/Block: 1.84 Acres Blk 34

Current Area Classification: \_\_\_\_\_ Proposed Area Classification: \_\_\_\_\_ Gross Acreage: 1.84

Current Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

Proposed Used: \_\_\_\_\_ Overlay Districts: \_\_\_\_\_

*\* If property is not subdivided you will need to provide survey map and/or metes and bounds*

*\* If the application is signed by the representative we need a notarized authorization letter from the owner.*

### Owner Information

### Representative/Agent Information

Name: B.G.S. Naraindas, Inc

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

Address: 1225 N. Expressway Ste #c4

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

City: Brownsville

City: \_\_\_\_\_

State: Tx Zip Code: 78520

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: 956-541-3203

Telephone: \_\_\_\_\_

Fax: 956-548-1793

Fax: \_\_\_\_\_

Email: wadhwanigeeta@aol.com

Email: \_\_\_\_\_

Signature: [Signature]

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

Special Note: **INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.**

### *Office Use Only*

Date Submitted: December 3, 2015 Application Fee: see attachment Exhibit A Electoral District: \_\_\_\_\_

Accepted by: Frika Espinoza Dept. Director: [Signature] Case Number 235- 2015-047



# City of Brownsville Zoning Map

## Use Districts

### ZONING

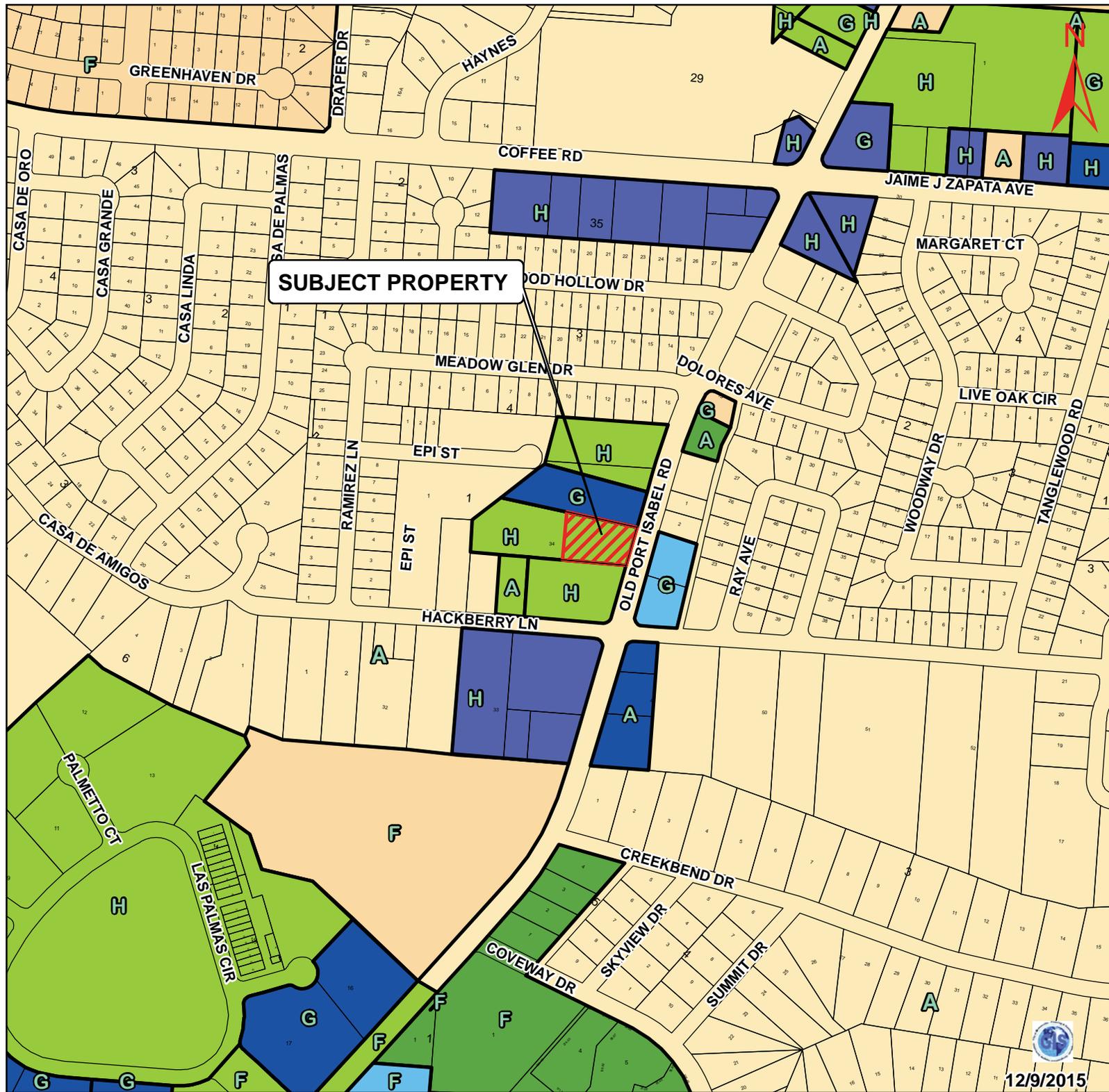
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Rezoning Request :

**Case # 235-2015-047**  
**B.G.S. Naraindas**

**Current Zoning:**  
**Apartment (A) "H"**

**Proposed Zoning:**  
**Light Retail (2C) "H"**





# City of Brownsville

## FUTURE LAND USE PLAN

### DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

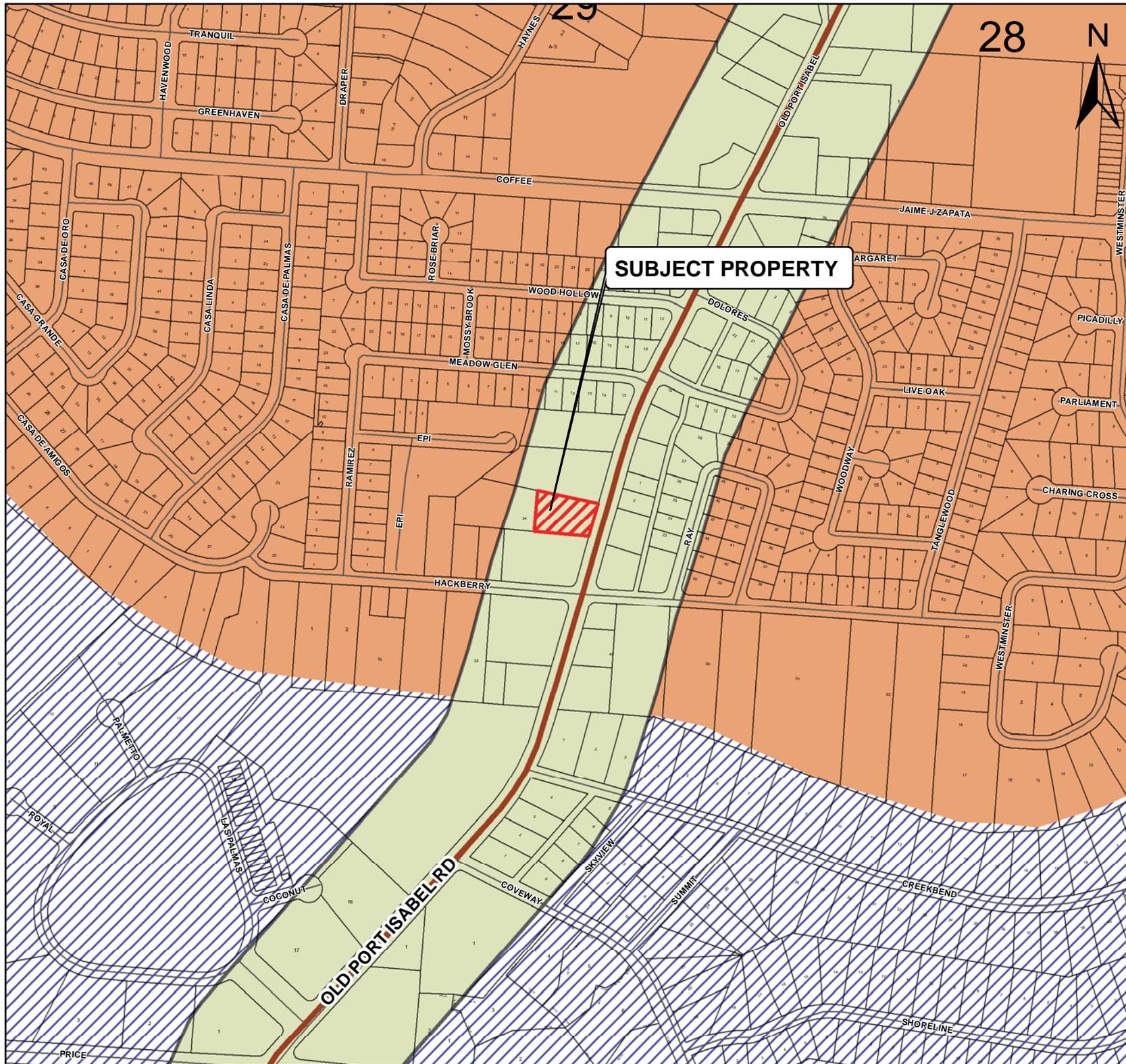
### NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

### CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor
- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.  
235-2015-047





# Staff Report

## A. Application Information

Applicant/Property Owner:	B.G.S. Naraindas, Inc.
Property ID:	02-7900-0340-0300-00
Case Number:	235-2015-047
Application Type:	<b>Rezoning</b>
Proposed Use:	N/A
Current Zoning District:	Apartment “H” (AH)
Proposed Zoning District:	Light Retail “H” (2CH)
Date Application Submitted:	December 3, 2015
Planning & Zoning Commission Meeting Date:	January 7, 2016
City Commission Meeting Dates:	January 19, 2016 & February 2, 2016
City Commission District:	2
Overlay in area:	N/A

## B. Application Type/Background

The applicant is requesting to rezone the first 200 feet of the property from “Apartment H” to “Light Retail H”.

## C. Subject Property

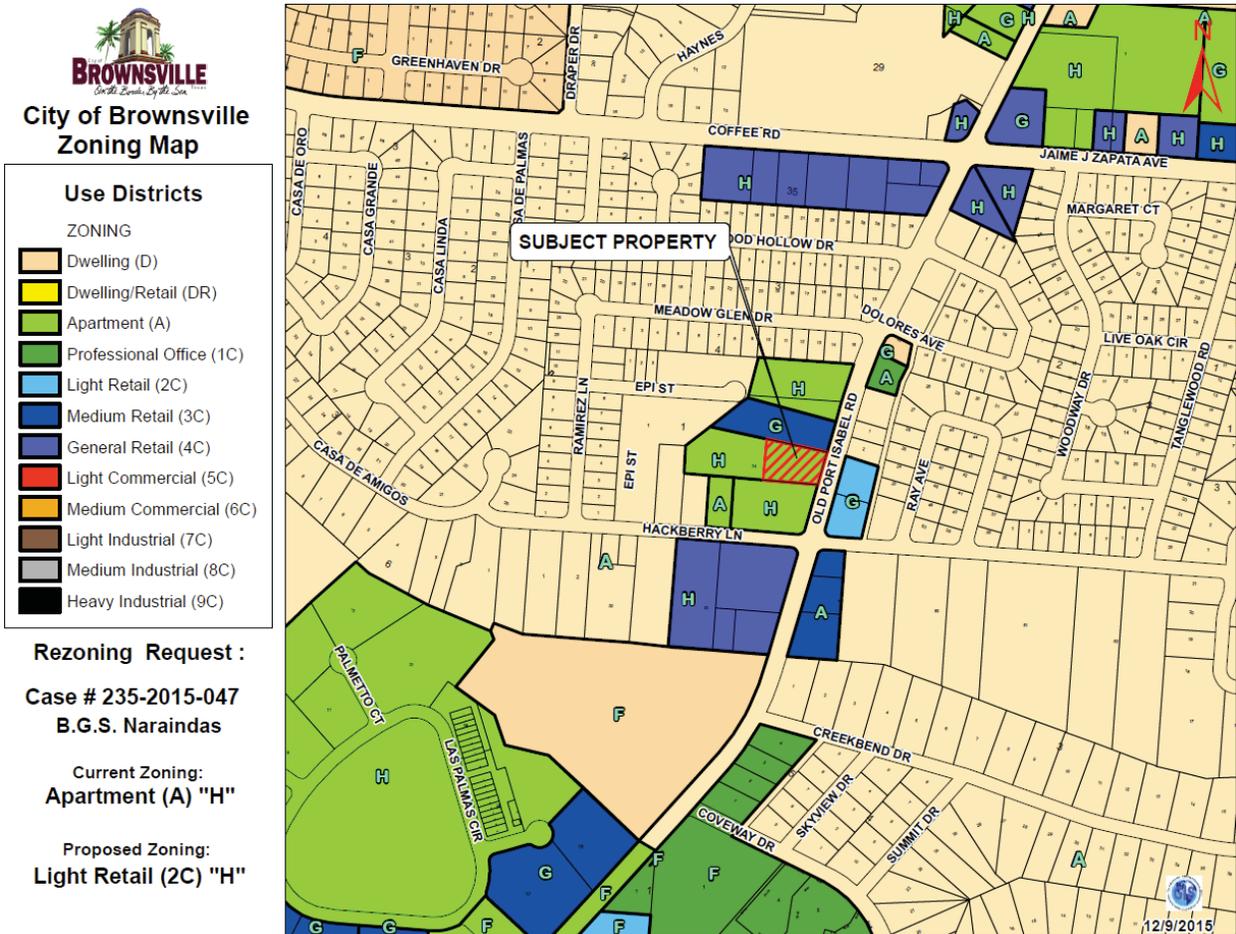
The subject property has an area of approximately 1.84 acres, but the applicant is requesting to rezone only the first 200 feet from Block 34 of El Jardin Subdivision share 19. It is located on Old Port Isabel Road, a secondary arterial roadway. Apartments, single family homes, mobile homes, and Trevino Funeral Home are the predominant existing land uses within the subject property’s immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by Brownsville Public Utilities Board (PUB).

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property are apartments and vacant property.
- East of the subject property are single family homes.
- South of the subject property are apartments and the Trevino Funeral Home.
- West of the subject property are mobile homes.

**Figure 1: Existing Zoning Map**

The following map illustrates existing zoning of the subject property and zoning of properties within the immediate area. The abutting property to the north is zoned “Medium Retail”, the property to the south is zoned “Apartments”, to the east it’s zoned “Light Retail”, and to the west it’s zoned “Dwelling”.



**Figure 2: Existing Land Use Map**

The following map illustrates existing land uses surrounding the subject property. The existing land uses of the surrounding properties to the north are apartments and vacant property. Properties to the south are apartments and the Trevino Funeral Home. The properties to the west are mobile homes. The properties to the east are single family homes.

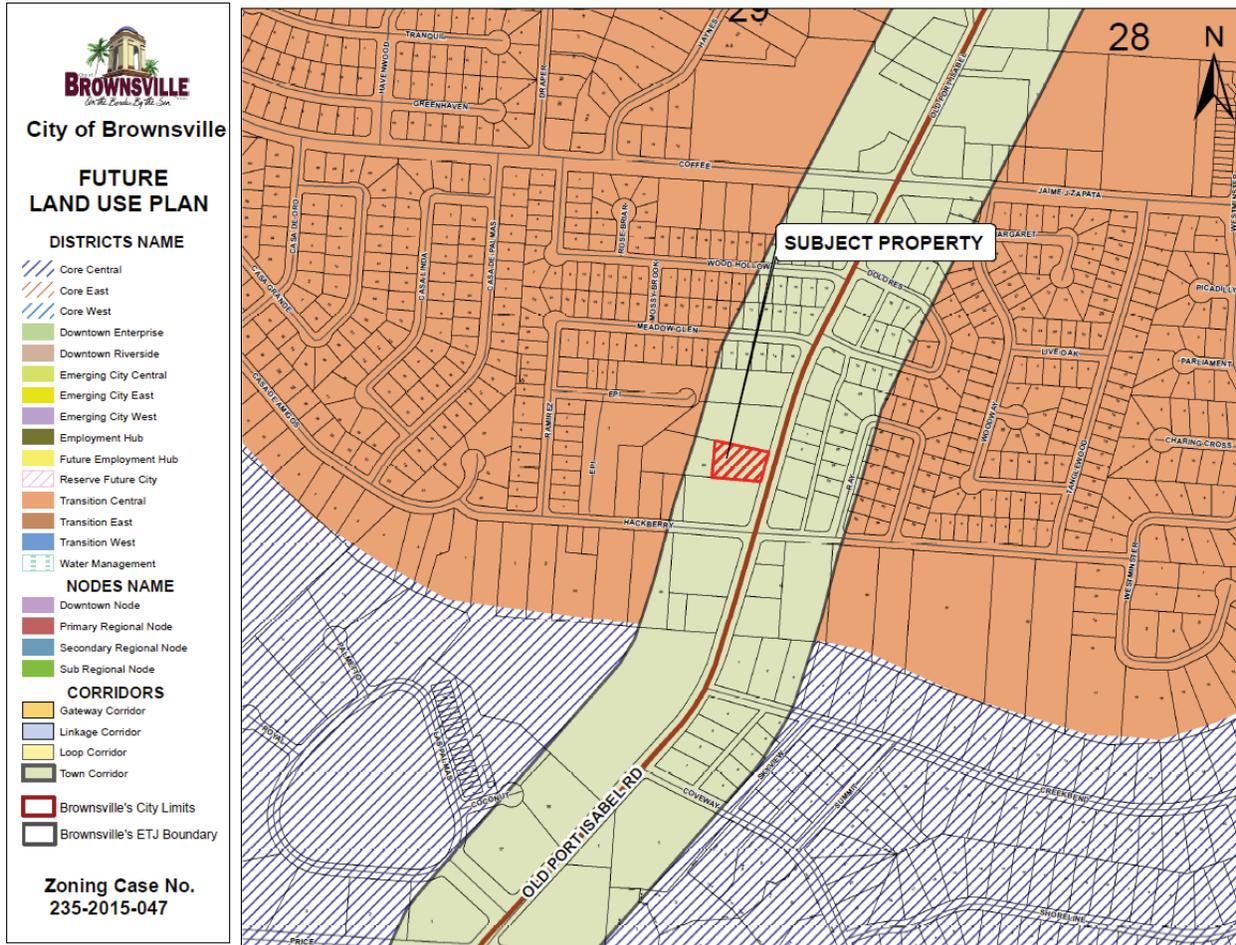


## D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Town Corridor”. According to this plan, the Town Corridor is primarily residential, with small clusters of commercial land uses at regularly spaced intervals. Commercial uses that should be neighborhood office and retail, ideally independently owned businesses and shops that serve the local residents. This corridor is highly suitable for adult and child daycare facilities, schools, and education and recreation centers. Flexibility in these Corridors are fairly low, as it is important to maintain the mostly residential and neighborhood mixture of the module. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

### **Figure 3: Future Land Use Map (Town Corridor)**

The following map illustrates the Future Land Use Map. The subject property is within the Town Corridor.



## E. Review Criteria

***Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?***

It is the opinion of staff that the request is generally consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

***Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?***

The area surrounding the subject property is developed primarily for Apartments, single family homes, mobile homes, and the Trevino Funeral Home. It is the opinion of staff that the proposed zoning would generally be compatible.

***Will the proposed amendment result in significant or burdensome demands on existing public facilities?***

It is the opinion of staff that the proposed zoning would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

***Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?***

It is the opinion of staff that the proposed zoning would generally complement the area and it would not have adverse impacts on area property values.

## F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support this request to rezone the first 200 feet of the property to Light Retail.



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 10.

DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016

CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning

PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2015-048: To rezone from Apartment "G" (AG) to Apartment "H" (AH) for 1.14 acres of Lots 4 & 6 of Block 1 of Charmaine Subdivision located near Danubio CT. and Sena Street. (District 2)

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_

Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny

Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL:  YES     NO

\_\_\_\_\_  
City Manager

ORDINANCE NUMBER 235-2015-048

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Apartment “G” (AG) to Apartment “H” (AH) for 1.14 acres of Lots 4 & 6 of Block 1 of Charmaine Subdivision located near Danubio CT. and Sena Street. (District 2); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_  
Antonio Martinez  
Mayor

ATTEST: \_\_\_\_\_  
Michael L. Lopez  
City Secretary



# ZONING APPLICATION

City of Brownsville  
Planning Department  
(956) 548-6150

1150 E. Adams St. 3<sup>rd</sup> FL  
Brownsville, Texas 78520

- Planning and Zoning Commission
- City Commission

Tentative Date: 01-07-15  
 Tentative Date: 01-19-15 & 02-02-15

• For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #: 74/7582/0010/0040/00 and 74/7582/0010/0060/00

Project Address: Dunubio Ct.

Subdivision: Charmaine Subdivision.

Lot(s)/Block: Lot 4, BIK 1 and Lot 6, BIK 1

Current Area Classification: MultiFamily Proposed Area Classification: \_\_\_\_\_ Gross Acreage: 1.14

Current Zoning: Apartment G. Proposed Zoning: Apartment H.

Proposed Used: MultiFamily Overlay Districts: \_\_\_\_\_

*\* If property is not subdivided you will need to provide survey map and/or metes and bounds*

*\* If the application is signed by the representative we need a notarized authorization letter from the owner.*

### Owner Information

Name: Charmaine Development LLC  
 Address: 2100 W. San Marcelo #105  
 City: Brownsville TEXAS  
 State: Texas Zip Code: 77526  
 Telephone: (956) 346-3046  
 Fax: (956) 621-2948  
 Email: canturamirez@hotmail.com  
 Signature: [Signature]

### Representative/Agent Information

Name: Jose A. Cantu  
 Address: 2100 W. San Marcelo #105  
 City: Brownsville  
 State: Tx Zip Code: 77526  
 Telephone: (956) 346-3046  
 Fax: (956) 621-2948  
 Email: canturamirez@hotmail.com  
 Signature: [Signature]

Special Note: INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.

### Office Use Only

Date Submitted: December 4, 2015 Application Fee: \$750.00 Electoral District: \_\_\_\_\_  
 Accepted by: Erika Espinoza Dept. Director: [Signature] Case Number 235- 2015-048



# City of Brownsville Zoning Map

## Use Districts

### ZONING

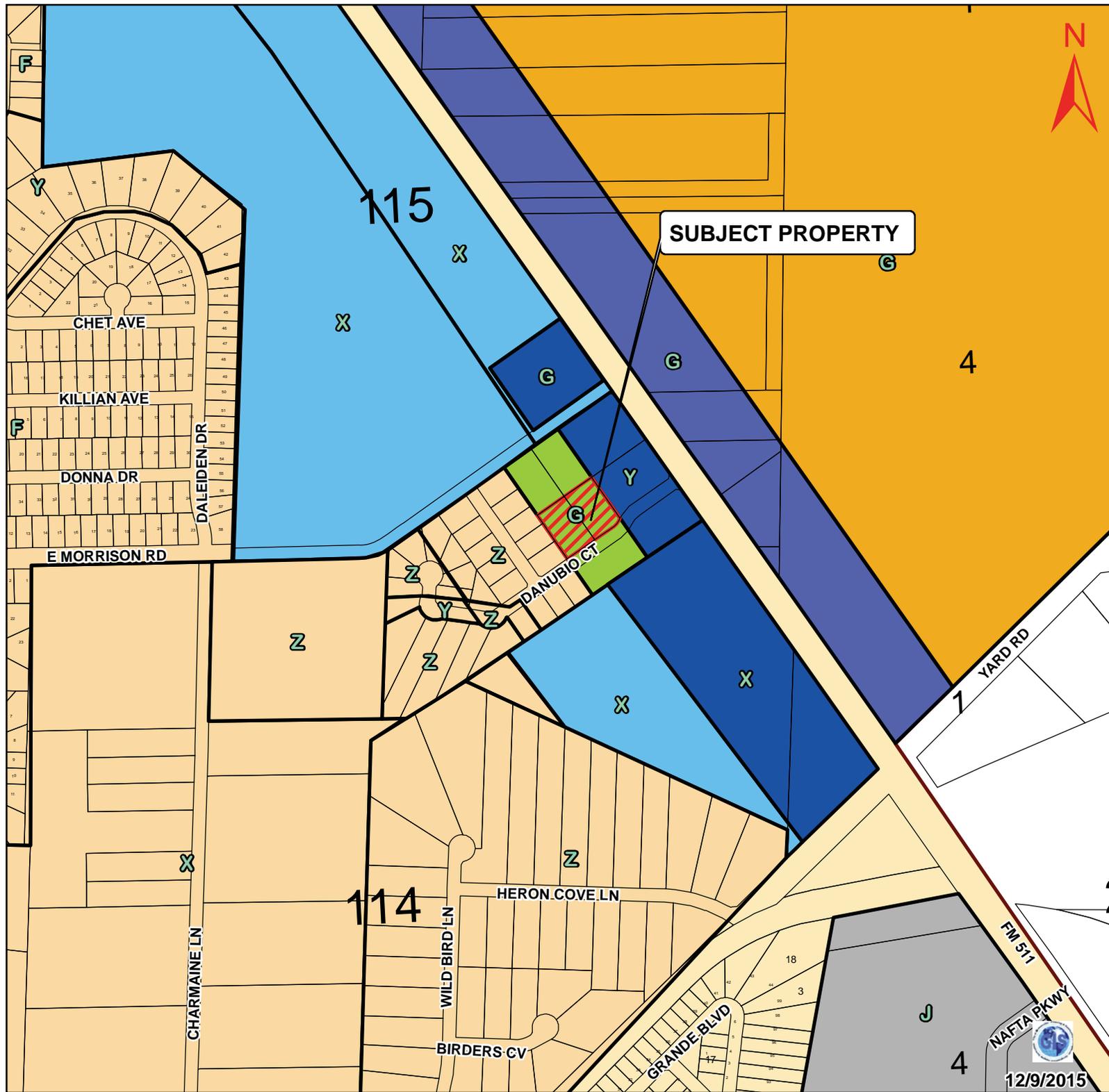
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Rezoning Request :

**Case # 235-2015-048**  
**Charmaine Development,**  
**LLC**

**Current Zoning:**  
**Apartment (A) "G"**

**Proposed Zoning:**  
**Apartment (A) "H"**





# City of Brownsville

## FUTURE LAND USE PLAN

### DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

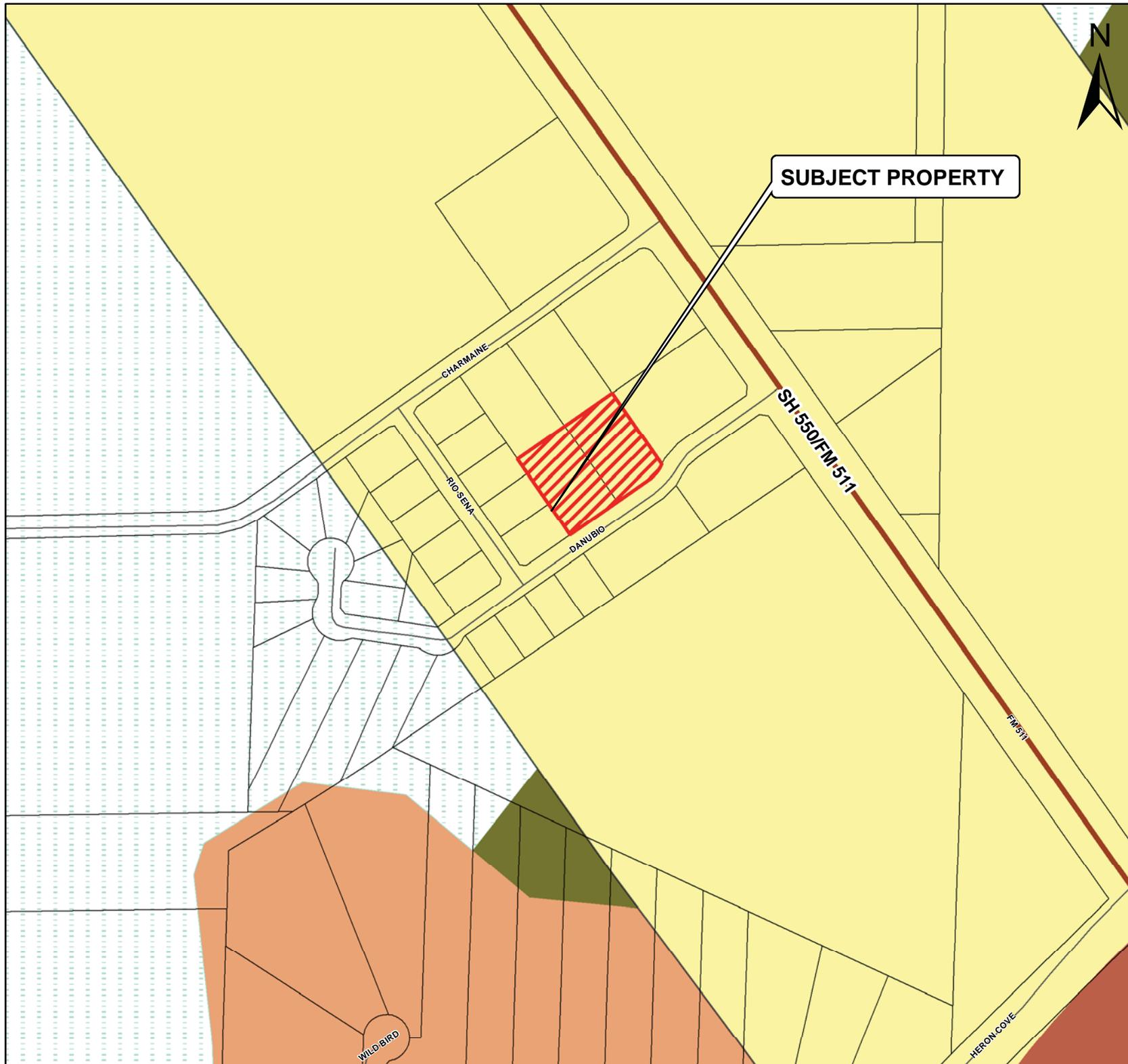
### NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

### CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor
- Brownsville's City Limits
- Brownsville's ETJ Boundary

**Zoning Case No.  
235-2015-048**





# Staff Report

## A. Application Information

Applicant/Property Owner:	Charmaine Development LLC
Property ID:	74-7582-0010-0040-00 and 74-7582-0010-0060-00
Case Number:	235-2015-048
Application Type:	<b>Rezoning</b>
Proposed Use:	Multifamily
Current Zoning District:	Apartment "G"
Proposed Zoning District:	Apartment "H"
Date Application Submitted:	December 4, 2015
Planning & Zoning Commission Meeting Date:	January 07, 2016
City Commission Meeting Dates:	January 19, 2016 & February 02, 2016
City Commission District:	2
Overlay in area:	FM 511_O51-A_Overlay/O42_Trade_Develop_Overlay

## B. Application Type/Background

The applicant is requesting to rezone 1.14 acres of land from "Apartment G" to "Apartment H".

## C. Subject Property

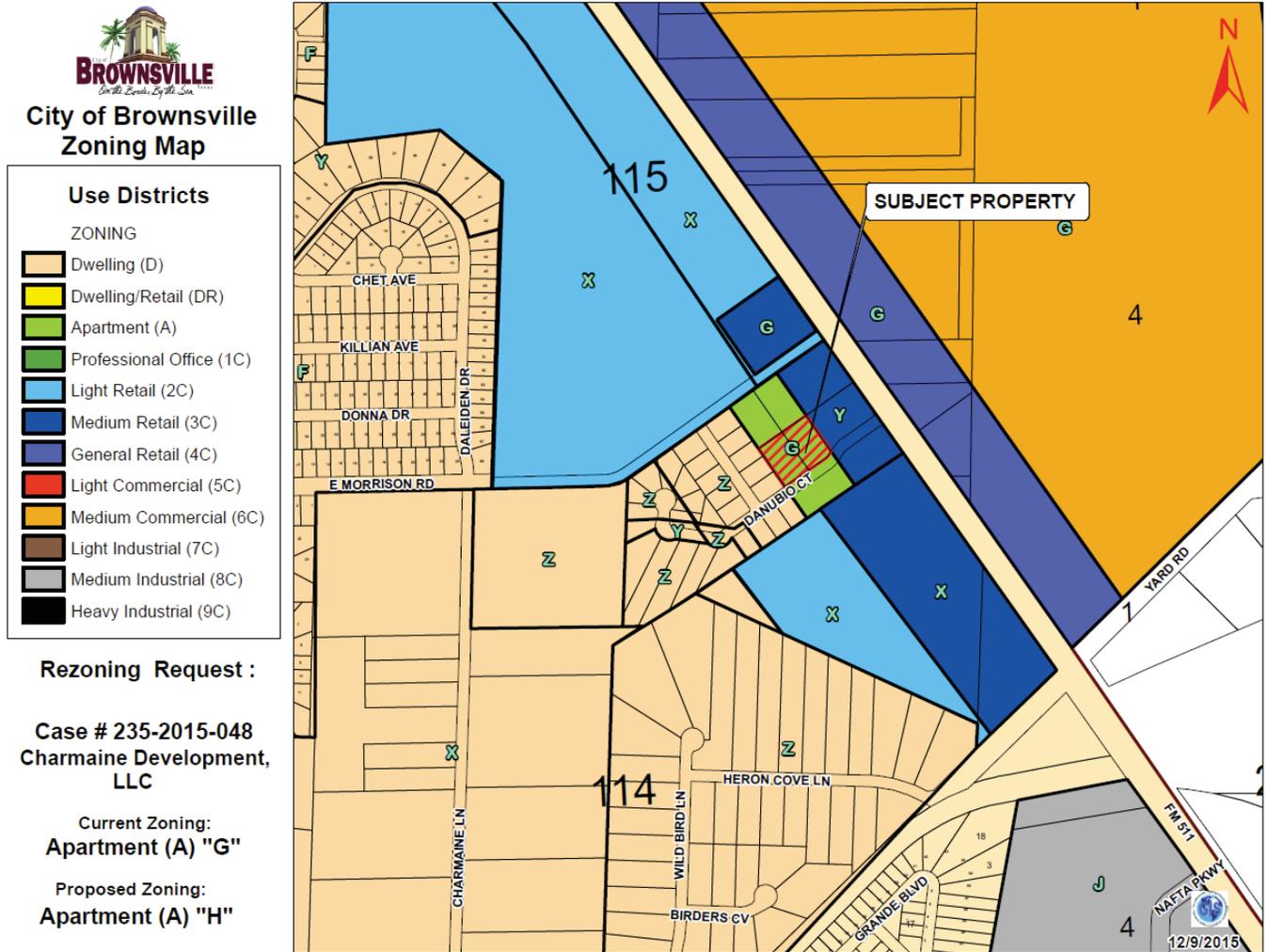
The subject property has an area of approximately 1.14 acres out of Lot 4, Block 1 and Lot 6, Block 1 of Charmaine Subdivision. It is located near Danubio Court and Rio Sena Street, collector arterial roadways. Single family homes, apartment units, and a restaurant are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities Board (PUB).

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property is vacant.
- South of the subject property are single family homes and apartments.
- East of the subject property is a restaurant.
- West of the subject property are single family homes.

**Figure 1: Existing Zoning Map**

The following map illustrates existing zoning of the subject property and zoning of properties within the immediate area. The abutting properties to the north and south of the subject property are zoned “Apartments”. The abutting properties to the east are zoned “Medium Retail” and the properties to the west are zoned “Dwelling”.



**Figure 2: Existing Land Use Map**

The following map illustrates existing land uses surrounding the subject property. The existing land uses of the surrounding properties to the north is vacant. The properties to the south are single family homes and apartments. There is a restaurant to the east of the subject property. Properties to the west are single family homes.

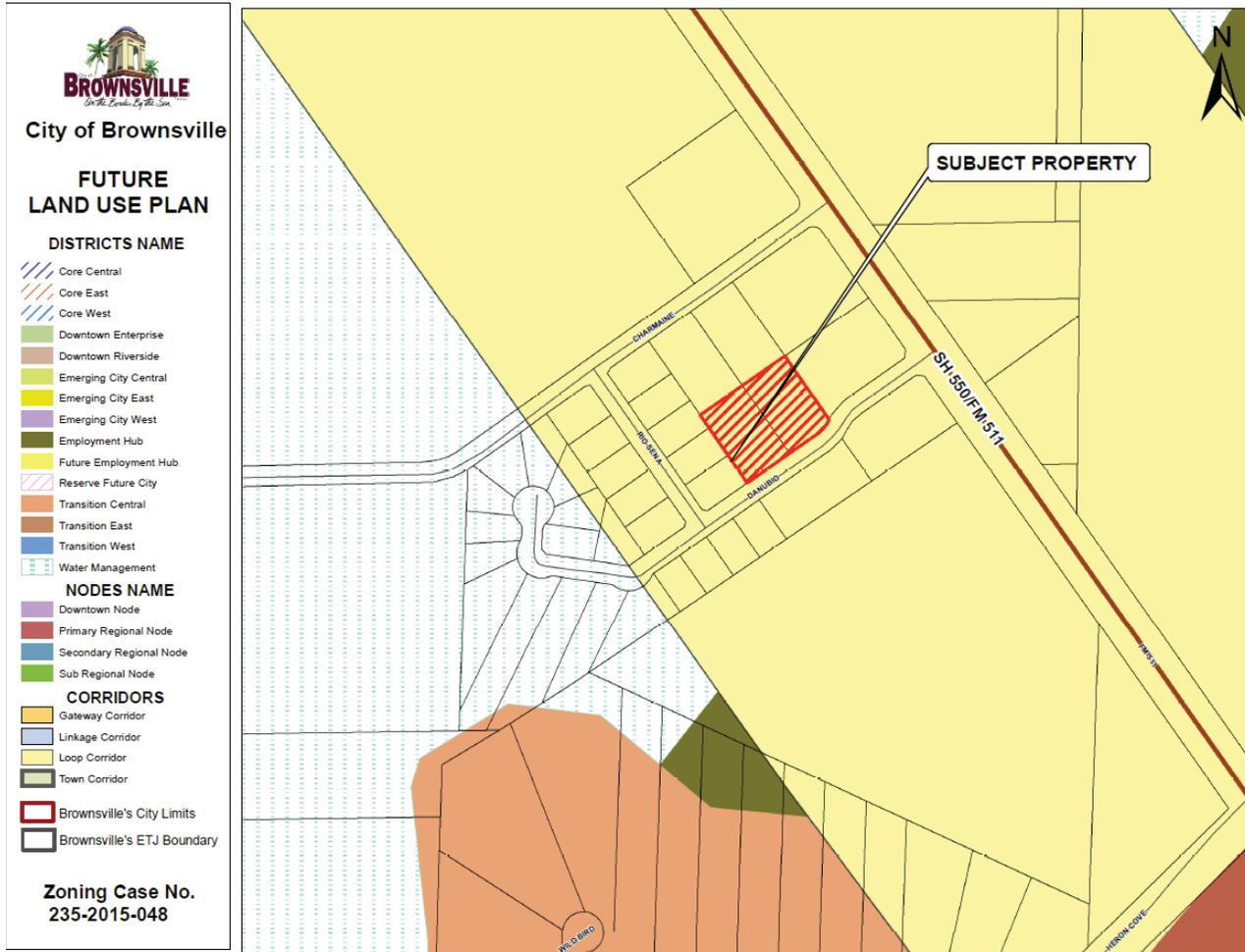


## D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Loop Corridor”. According to this plan the dominant use in the Loop Corridor is commercial, but a healthy mixture of residential, institutional, industrial, and community facility land uses are also permitted. There is also a high degree of flexibility allowed in the land use types, especially for commercial and residential uses. Residential uses should have a density of 4 dwelling units per acre and consist primarily of single family and attached apartment homes. However, all types of residential land uses are permitted, with the exception of large lot and agricultural/ranch style homes. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

### **Figure 3: Future Land Use Map (Loop Corridor)**

The following map illustrates the Future Land Use Map. The subject property is within the Loop Corridor.



## E. Review Criteria

***Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?***

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

***Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?***

The area surrounding the subject property is developed primarily for single family homes and apartments. It is the opinion of staff that the proposed zoning would be compatible.

***Will the proposed amendment result in significant or burdensome demands on existing public facilities?***

It is the opinion of staff that the proposed zoning would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

***Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?***

It is the opinion of staff that the proposed zoning would complement the area and would not have adverse impacts on area property values.

## F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support this application.



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 11.  
 DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016  
 CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning  
 PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2015-050: To rezone from Dwelling "Z" (DZ) to General Retail "G" (4CG) for 1.796 acres out of Lot 2, Block 1 of ABST 2-Machinery Plaza located near Expressway 77/83 and Carmen Avenue. (District 3)

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL:  YES     NO

\_\_\_\_\_  
City Manager

ORDINANCE NUMBER 235-2015-050

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Dwelling “Z” (DZ) to General Retail “G” (4CG) for 1.796 acres out of Lot 2, Block 1 of ABST 2-Machinery Plaza located near Expressway 77/83 and Carmen Avenue. (District 3); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_  
Antonio Martinez  
Mayor

ATTEST: \_\_\_\_\_  
Michael L. Lopez  
City Secretary



# ZONING APPLICATION

City of Brownsville  
Planning Department  
(956) 548-6150

1150 E. Adams St. 3<sup>rd</sup> FL  
Brownsville, Texas 78520

- Planning and Zoning Commission
- City Commission

Tentative Date: 01-07-15

Tentative Date: 01-19-15 & 02-2-15

• For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #: 79-0111-0010-0020-00

Project Address: \_\_\_\_\_

Subdivision: ABSt 2 - Machinery Plaza

Lot(s)/Block: Lot 2 BLK 1

Current Area Classification: \_\_\_\_\_ Proposed Area Classification: \_\_\_\_\_ Gross Acreage: 1.796

Current Zoning: Dwelling. Proposed Zoning: 4C

Proposed Used: \_\_\_\_\_ Overlay Districts: \_\_\_\_\_

*\* If property is not subdivided you will need to provide survey map and/or metes and bounds*

*\* If the application is signed by the representative we need a notarized authorization letter from the owner.*

### Owner Information

Name: GENEROSO VILLARREAL

Address: 2601 REDWOOD DR.

City: BROWNSVILLE

State: TX Zip Code: 78521

Telephone: 0115281883031952

Fax: \_\_\_\_\_

Email: mariaelenagarza@hotmail.com

Signature: 

Special Note: **INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.**

### Representative/Agent Information

Name: RENE GENEROSO VILLARREAL

Address: 6a. # 104 COL. EUZKADI

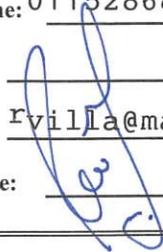
City: MATAMOROS

State: TAMAULIPAS Zip Code: 87370

Telephone: 011528688164343

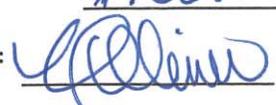
Fax: \_\_\_\_\_

Email: rvilla@materialesdefierro.com

Signature: 

### *Office Use Only*

Date Submitted: December 7, 2015 Application Fee: \$750.00 Electoral District: \_\_\_\_\_

Accepted by: Enka Espinoza Dept. Director:  Case Number 235- 2015-050



# City of Brownsville Zoning Map

## Use Districts

### ZONING

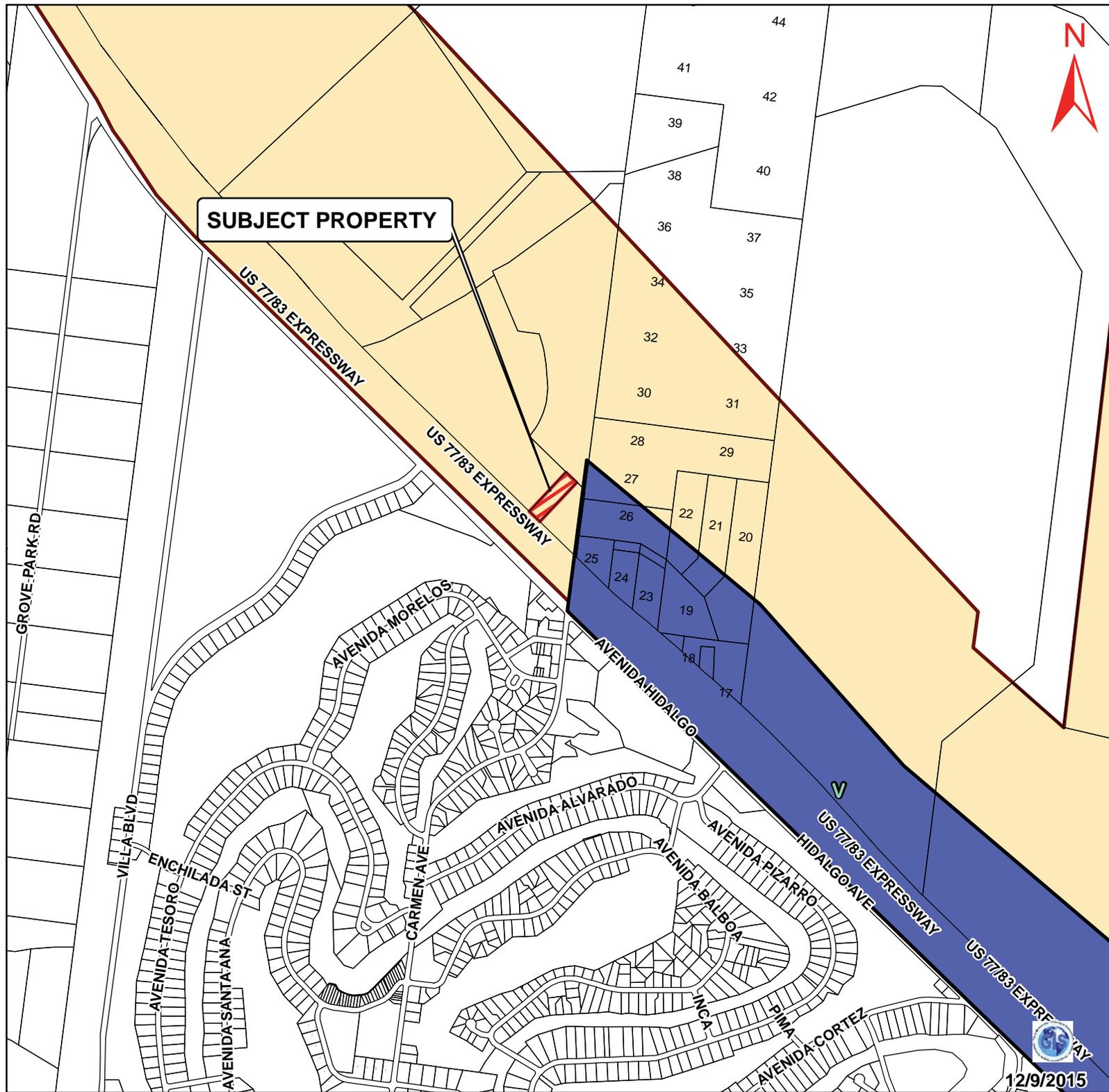
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Rezoning Request :

**Case # 235-2015-050**  
**Generoso Villarreal**

**Current Zoning:**  
**Dwelling (D) "Z"**

**Proposed Zoning:**  
**General Retail (4C) "G"**





# City of Brownsville

## FUTURE LAND USE PLAN

### DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

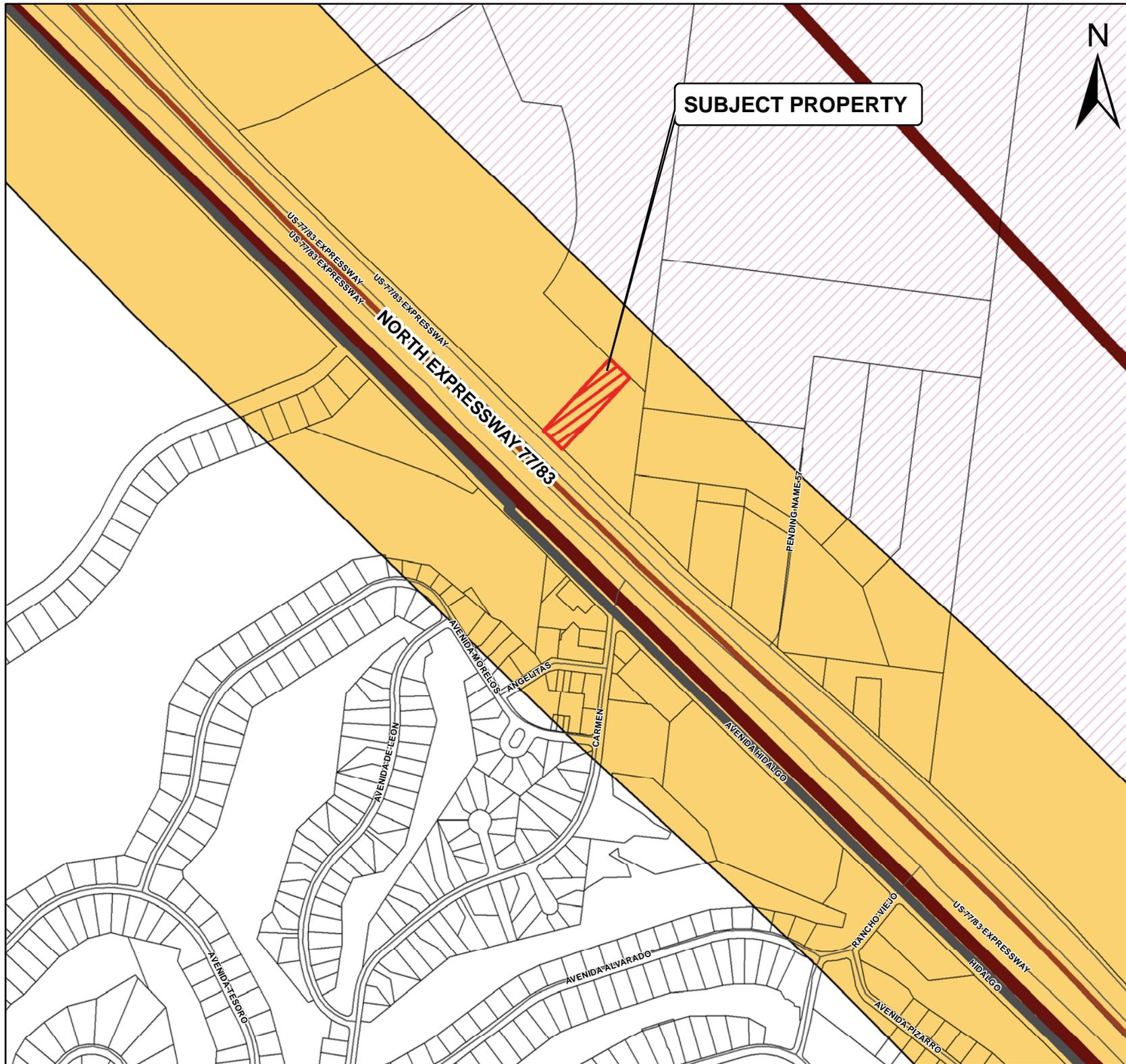
### NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

### CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor
- Brownsville's City Limits
- Brownsville's ETJ Boundary

**Zoning Case No.  
235-2015-050**





# Staff Report

## A. Application Information

Applicant/Property Owner:	Generoso Villarreal
Property ID:	79-0111-0010-0020-00
Case Number:	235-2015-050
Application Type:	<b>Rezoning</b>
Proposed Use:	N/A
Current Zoning District:	Dwelling “Z” (DZ)
Proposed Zoning District:	General Retail “G” (4CG)
Date Application Submitted:	December 7, 2015
Planning & Zoning Commission Meeting Date:	January 07, 2016
City Commission Meeting Dates:	January 19, 2016 & February 02, 2016
City Commission District:	3
Overlay in area:	N/A

## B. Application Type/Background

The applicant is requesting to rezone 1.796 acres of land from “Dwelling Z” to “General Retail G”.

## C. Subject Property

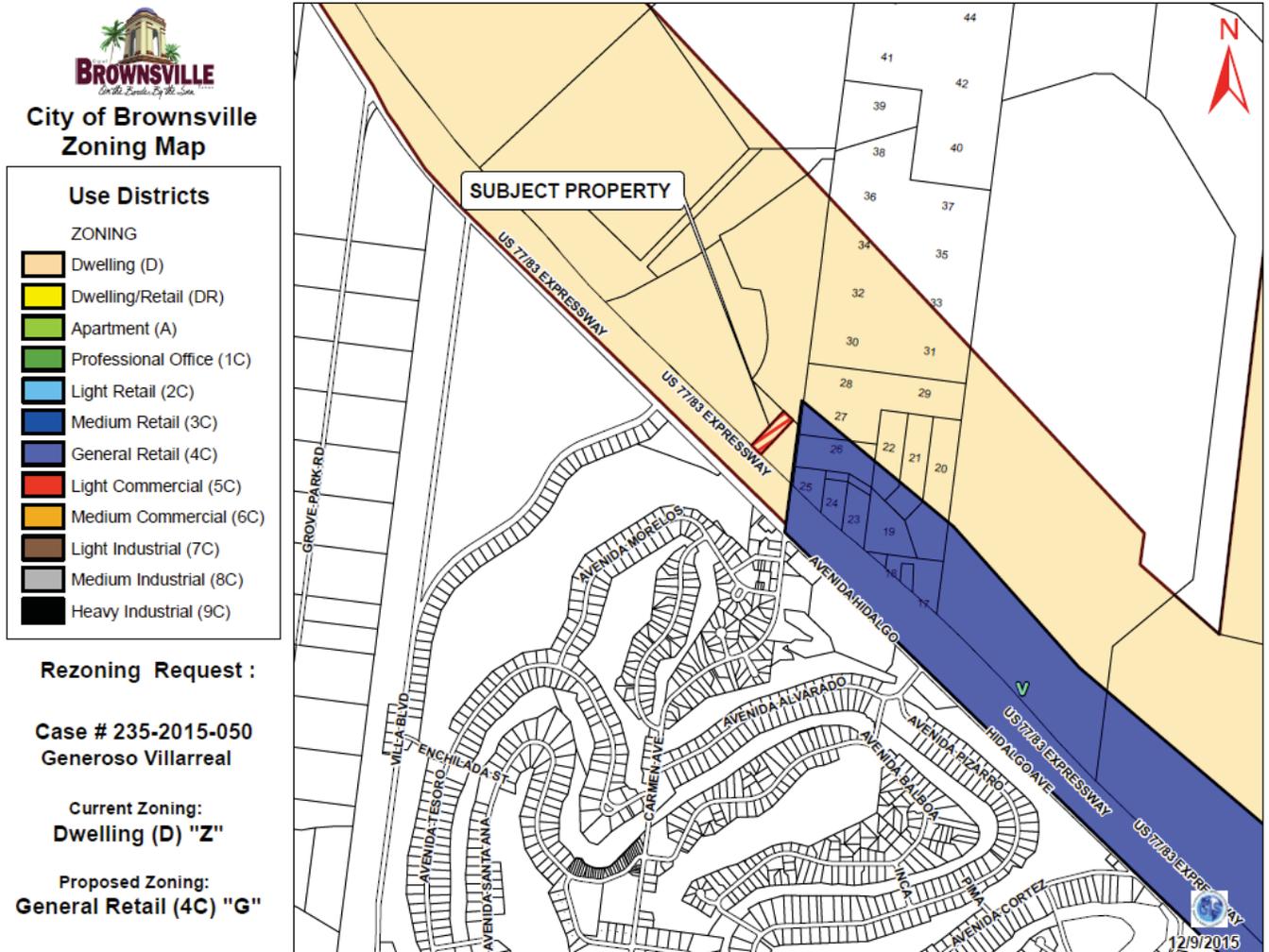
The subject property has an area of approximately 1.796 acres out of Lot 2, Block 1 of ABST 2-Machinery Plaza Subdivision. It is located near Expressway 77/83, an arterial roadway. Vacant property and a warehouse are the predominant existing land uses within the subject property’s immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Valley Municipal Utility District.

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property is vacant.
- South of the subject property is outside the city limits.
- East of the subject property is Core Machinery Corporation (a warehouse).
- West of the subject property is outside the city limits.

**Figure 1: Existing Zoning Map**

The following map illustrates existing zoning of the subject property and zoning of properties within the immediate area. The abutting properties to the north, south, east, and west are zoned “Dwelling”.



**Figure 2: Existing Land Use Map**

The following map illustrates existing land uses surrounding the subject property. The existing land uses of the surrounding properties to the north is vacant. The properties to the south and west across the expressway are outside the city limits. The property to the east is a warehouse.





## E. Review Criteria

***Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?***

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

***Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?***

The area surrounding the subject property is developed primarily of warehouses and vacant property. It is the opinion of staff that the proposed zoning would be compatible.

***Will the proposed amendment result in significant or burdensome demands on existing public facilities?***

It is the opinion of staff that the proposed zoning would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

***Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?***

It is the opinion of staff that the proposed zoning would complement the area and it would not have adverse impacts on area property values.

## F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support this application.



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 12.

DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016

CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning

PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2016-901 To rezone from Light Industrial "J" (7CJ) and Dwelling "G" (DG) to Dwelling "A" (DA)  
 Brownsville Country Club Subdivision Section 10 Block 1; Lots 1 thru 20  
 Brownsville Country Club Subdivision Section 10 Block 2; Lots 1 thru 20  
 Brownsville Country Club Subdivision Section 10 Block 3; Lots 1 thru 23  
 Brownsville Country Club Subdivision Section 13 Block 1; Lots 1 thru 24  
 Sportsplex Park Subdivision Block 1; Lot 1 located North ROW of FM 802 between N. Expressway 77/83 and Habana.

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL:  YES     NO

\_\_\_\_\_  
 City Manager

ORDINANCE NUMBER 235-2016-901

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from To rezone from Light Industrial “J” (7CJ) and Dwelling “G” (DG) to Dwelling “A” (DA) for:  
Brownsville Country Club Subdivision Section 10 Block 1; Lots 1 thru 20  
Brownsville Country Club Subdivision Section 10 Block 2; Lots 1 thru 20  
Brownsville Country Club Subdivision Section 10 Block 3; Lots 1 thru 23  
Brownsville Country Club Subdivision Section 13 Block 1; Lots 1 thru 24  
Sportsplex Park Subdivision Block 1; Lot 1 located North ROW of FM 802 between N. Expressway 77/83 and Habana (District 3); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_  
Antonio Martinez  
Mayor

ATTEST: \_\_\_\_\_  
Michael L. Lopez  
City Secretary



# City of Brownsville Zoning Map

## Use Districts

### ZONING

-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Rezoning Request :

**Case # 235-2016-901**  
City Initiated

**Current Zoning:**  
Dwelling (D) "G"  
Light Industrial (7C) "J"

**Proposed Zoning:**  
Dwelling (D) "A"





# City of Brownsville

## FUTURE LAND USE PLAN

### DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

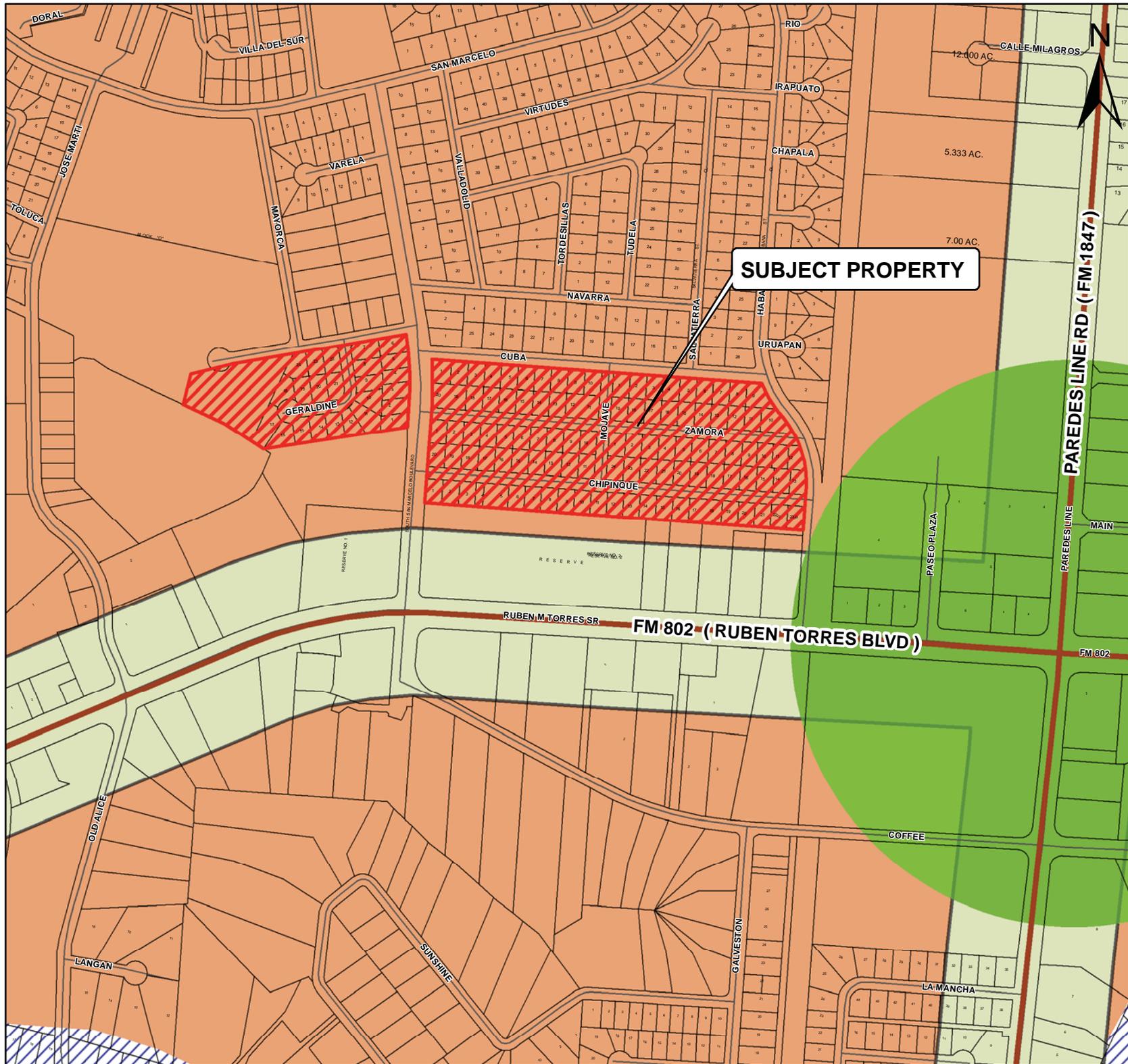
### NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

### CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor
- Brownsville's City Limits
- Brownsville's ETJ Boundary

**Zoning Case No.**  
**235-2016-901**





# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: **13.**

DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016

CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning

PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2016-902: 1. to rezone from Light Industrial "J" (7CJ) to Apartment "G" (AG)  
 Sunrise Condominiums I Unit 101-A  
 Sunrise Condominiums II Apt. A-101  
 located North ROW of FM 802 between N. Expressway 77/83 and Habana.

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL: <input type="checkbox"/> YES <input type="checkbox"/> NO	_____ City Manager
---	-----------------------

ORDINANCE NUMBER 235-2016-902

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Light Industrial “J” (7CJ) to Apartment “G” (AG) for:

Sunrise Condominiums I Unit 101-A

Sunrise Condominiums II Apt. A-101; located North ROW of FM 802 between N. Expressway 77/83 and Habana(District 3); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_  
Antonio Martinez  
Mayor

ATTEST: \_\_\_\_\_  
Michael L. Lopez  
City Secretary



# City of Brownsville Zoning Map

## Use Districts

### ZONING

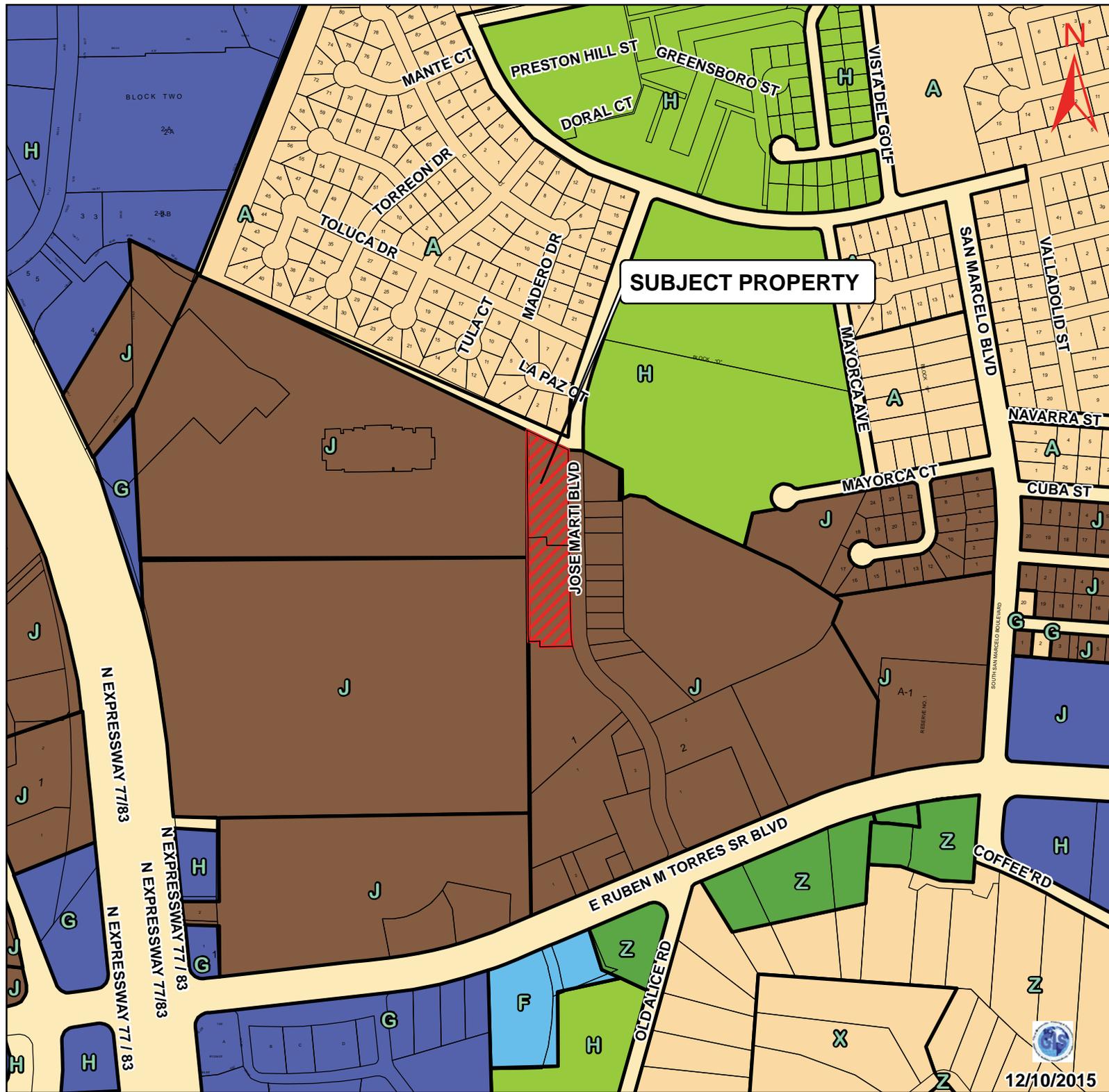
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Rezoning Request :

**Case # 235-2016-902**  
**City Initiated**

**Current Zoning:**  
**Light Industrial (7C) "J"**

**Proposed Zoning:**  
**Apartment (A) "G"**





# City of Brownsville

## FUTURE LAND USE PLAN

### DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

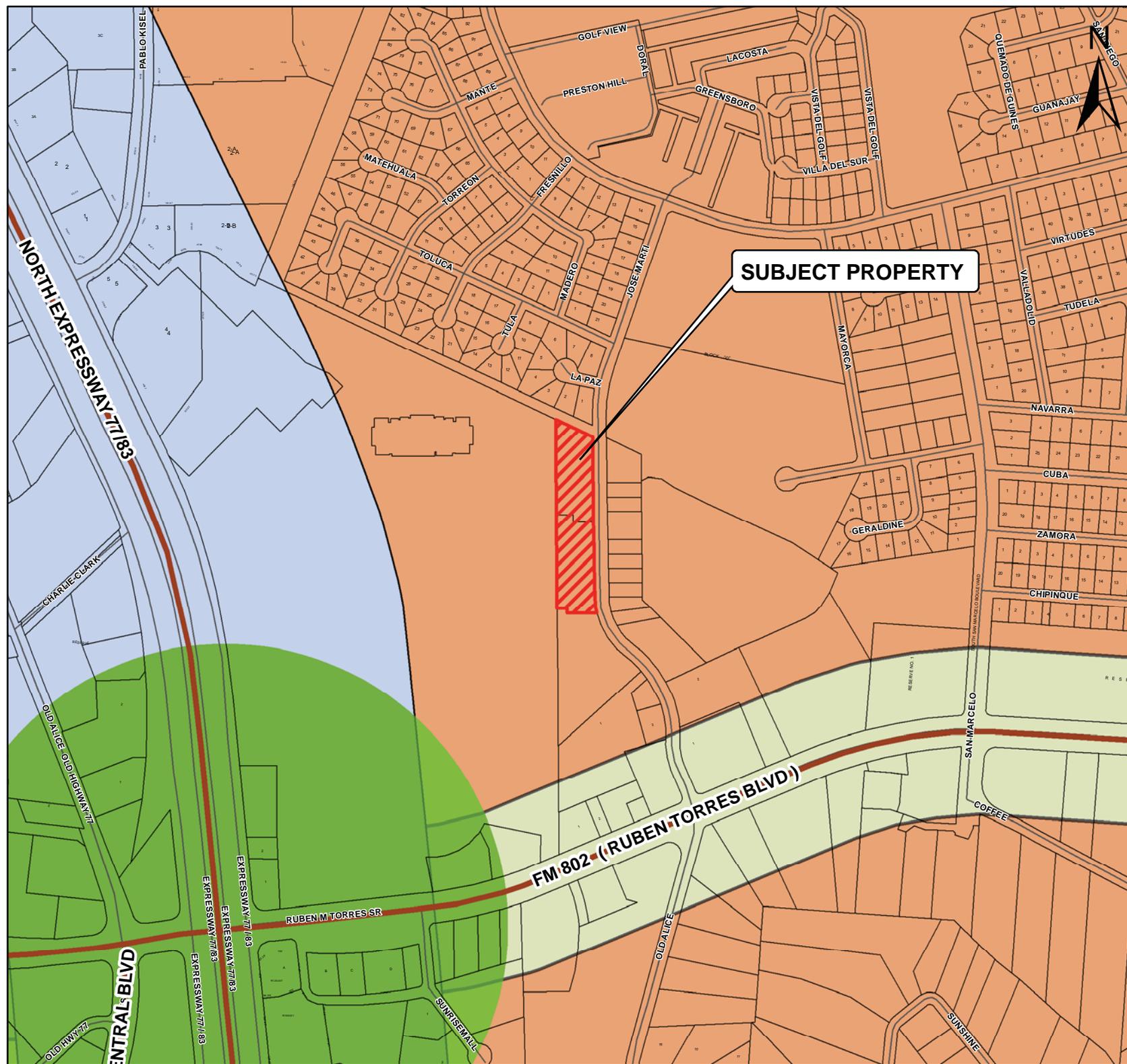
### NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

### CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor
- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.  
235-2016-902





# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 14.  
 DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016  
 CONTACT PERSON(S) NAME: Constanza Miner-Director of Operations  
 PHONE: 956-548-6150 FAX: 956-548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

**AGENDA ITEM:** (Attach back up material)

Public Hearing and ACTION on **FIRST READING** on **Ordinance Number 235-2016-903**, to rezone from Light Industrial "J" (7CJ) to General Retail "G" (4CG)  
 Inter National Bank Plaza Subdivision Block 1; Lots 1 thru 4; Dana Lake Subdivision Lots 1 thru 12; Gamez Subdivision Block 1; Lot 1  
 Brownsville Country Club Sec 1 Pt Blk. A-1 (01-9010-1000-0020-00); Espiritu Santo Grant Share 22 Palmer Tract 5.3AC (07-9800-1020-0252-00)  
 Espiritu Santo Grant Share 22 John R Palmer TR 8.4AC Lake (07-9800-1020-0253-00); Brownsville Sunrise Park Blocks 1, 2; Lots 1, 2  
 Brownsville River Valley Block 1; Lot 1; Brownsville - PWR Subdivision Block 1; Lot 1, 2; Brownsville - Jefferson Plaza V Block 1; Lot 1, 2  
 Brownsville Janus Subdivision Block 1; Lot 1, 2; Brownsville Sunrise Park located North ROW of FM 802 between N. Expressway 77/83 and Habana.

**AGENDA ITEM HISTORY:**  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

**FINANCIAL:** Budgeted:     YES     NO     N/A

Grant/Matching Funds From:

**STAFF RECOMMENDATION: (mark your selection)**  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

**OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)**

On January 07, 2016, the Zoning Commission voted unanimously to recommend approval.

**ADMINISTRATIVE APPROVAL:**     YES     NO

\_\_\_\_\_  
 City Manager

ORDINANCE NUMBER 235-2016-903

AN ORDINANCE AMENDING THE "CITY ZONING ORDINANCE" BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City's comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the "City Zoning Ordinance" by amending the Official Zoning Atlas so to rezone from Light Industrial "J" (7CJ) to General Retail "G" (4CG) for:

Norwest Bank Subdivision Block 1; Lot 1, 2

Brownsville Martinez Exxon Block 1; Lot 2

Sunrise Mall Subdivision Section 1 (06-9250-0000-0029-00)

unrise Mall Subdivision Section 1 Cinema Theater (06-9250-0000-0020-05)

Sunrise Commons Subdivision Block 2 Lot 4 (07-9807-0020-0041-00)

Sunrise Commons Subdivision Block 2 PT Lot 4 (07-9807-0020-0040-00)

located North ROW of FM 802 between N. Expressway 77/83 and Habana(District 3); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_

Antonio Martinez

Mayor

ATTEST: \_\_\_\_\_

Michael L. Lopez

City Secretary



# City of Brownsville Zoning Map

## Use Districts

### ZONING

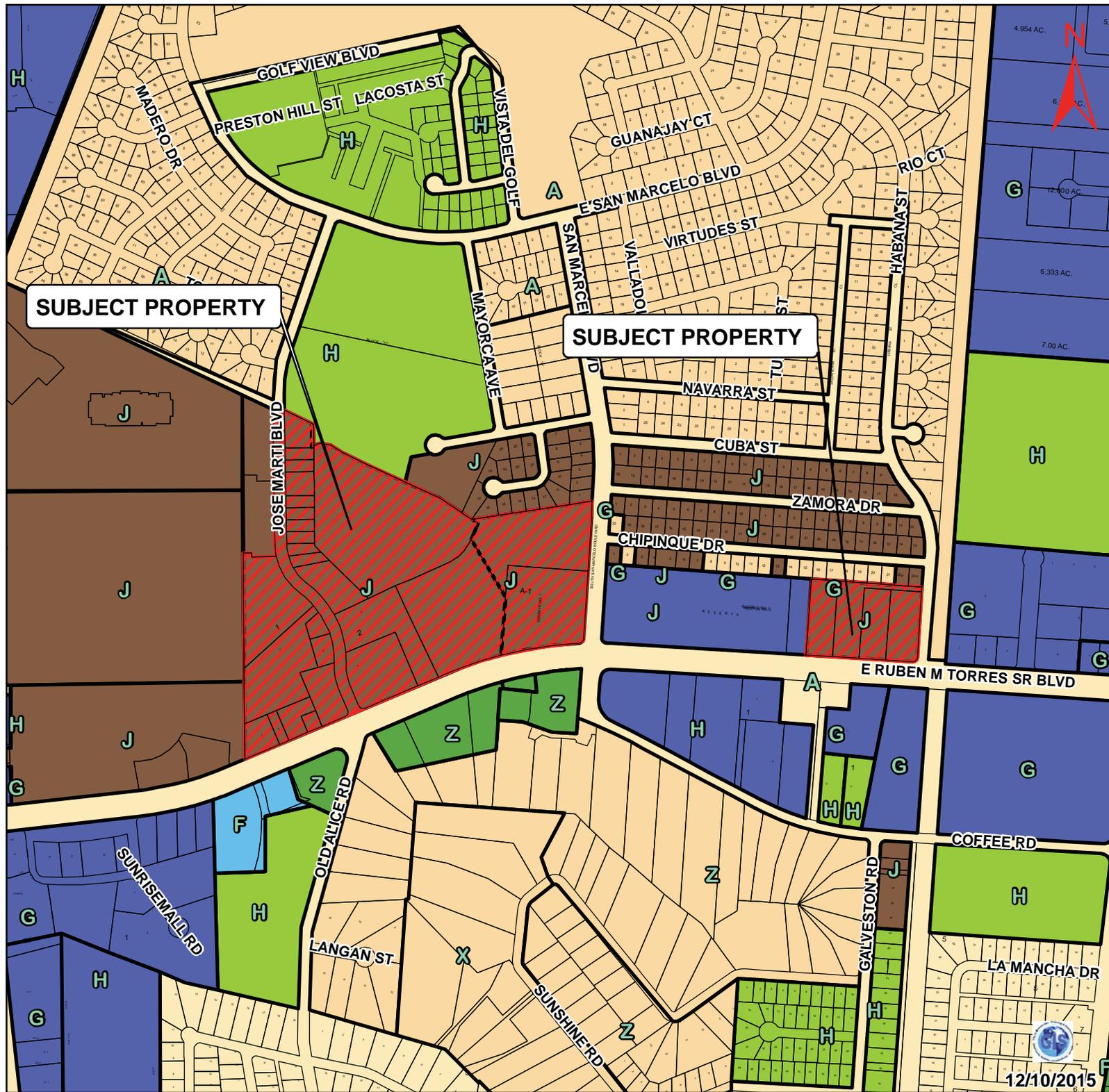
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Rezoning Request :

**Case # 235-2016-903**  
**City Initiated**

**Current Zoning:**  
**Light Industrial (7C) "J"**

**Proposed Zoning:**  
**General Retail (4C) "G"**





# City of Brownsville

## FUTURE LAND USE PLAN

### DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

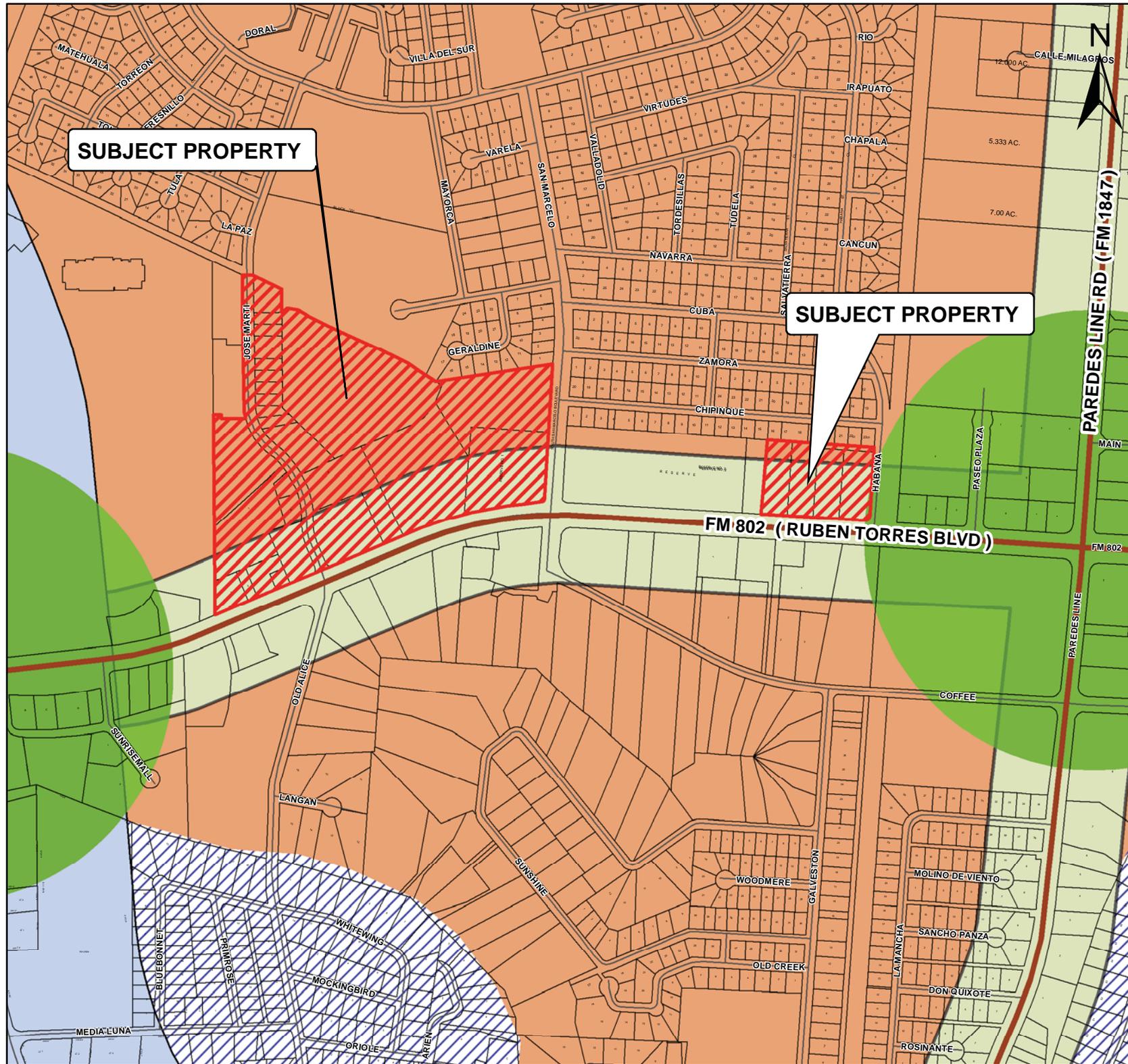
### NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

### CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor
- Brownsville's City Limits
- Brownsville's ETJ Boundary

**Zoning Case No.**  
**235-2016-903**





# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 15.  
 DEPT. MAKING REQUEST: Planning DATE SUBMITTED: 01/11/2016  
 CONTACT PERSON(S) NAME: Constanza Miner-Planning Director of Operations  
 PHONE: 956-548-6150 FAX: 956-548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

**AGENDA ITEM:** (Attach back up material)

Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2016-904**, to rezone from Light Industrial "J" (7CJ) to General Retail "G" (4CG) Sunrise Mall; Norwest Bank Subdivision Block 1; Lot 1, 2; Brownsville Martinez Exxon Block 1; Lot 2; Sunrise Mall Subdivision Section 1 (06-9250-0000-0029-00); Sunrise Mall Subdivision Section 1 Cinema Theater (06-9250-0000-0020-05); Sunrise Commons Subdivision Block 2 Lot 4 (07-9807-0020-0041-00); Sunrise Commons Subdivision Block 2 PT Lot 4 (07-9807-0020-0040-00) located North of FM 802 between N. Expressway 77/83 and Habana

**AGENDA ITEM HISTORY:**  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

**FINANCIAL:** Budgeted:     YES     NO     N/A

Grant/Matching Funds From:

**STAFF RECOMMENDATION: (mark your selection)**  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

**OTHER RECOMMENDATION:**(Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016, the Zoning Commission voted unanimously to recommend approval.

**ADMINISTRATIVE APPROVAL:**     YES     NO

\_\_\_\_\_  
City Manager

ORDINANCE NUMBER 235-2016-904

AN ORDINANCE AMENDING THE "CITY ZONING ORDINANCE" BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City's comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the "City Zoning Ordinance" by amending the Official Zoning Atlas so to rezone from Light Industrial "J" (7CJ) to General Retail "G" (4CG) for:

Northwest Bank Subdivision Block 1; Lot 1, 2

Brownsville Martinez Exxon Block 1; Lot 2

Sunrise Mall Subdivision Section 1 (06-9250-0000-0029-00)

Sunrise Mall Subdivision Section 1 Cinema Theater (06-9250-0000-0020-05)

Sunrise Commons Subdivision Block 2 Lot 4 (07-9807-0020-0041-00)

Sunrise Commons Subdivision Block 2 PT Lot 4 (07-9807-0020-0040-00), located North ROW of FM 802 between N. Expressway 77/83 and Habana (District 3); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_

Antonio Martinez

Mayor

ATTEST: \_\_\_\_\_

Michael L. Lopez

City Secretary



# City of Brownsville Zoning Map

## Use Districts

### ZONING

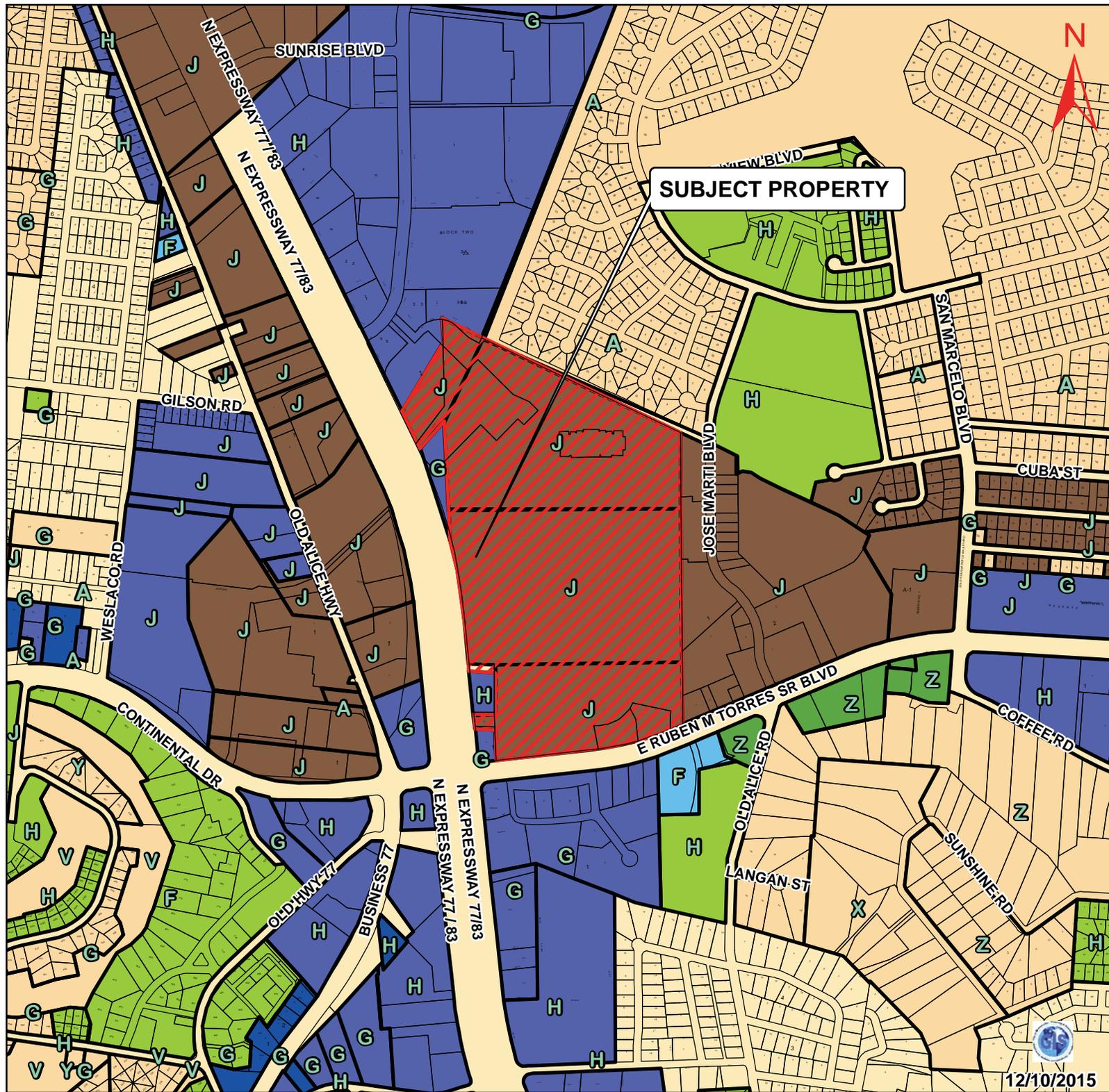
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Rezoning Request :

**Case # 235-2016-904**  
**City Initiated**

**Current Zoning:**  
**Light Industrial (7C) "J"**

**Proposed Zoning:**  
**General Retail (4C) "G"**





# City of Brownsville

## FUTURE LAND USE PLAN

### DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

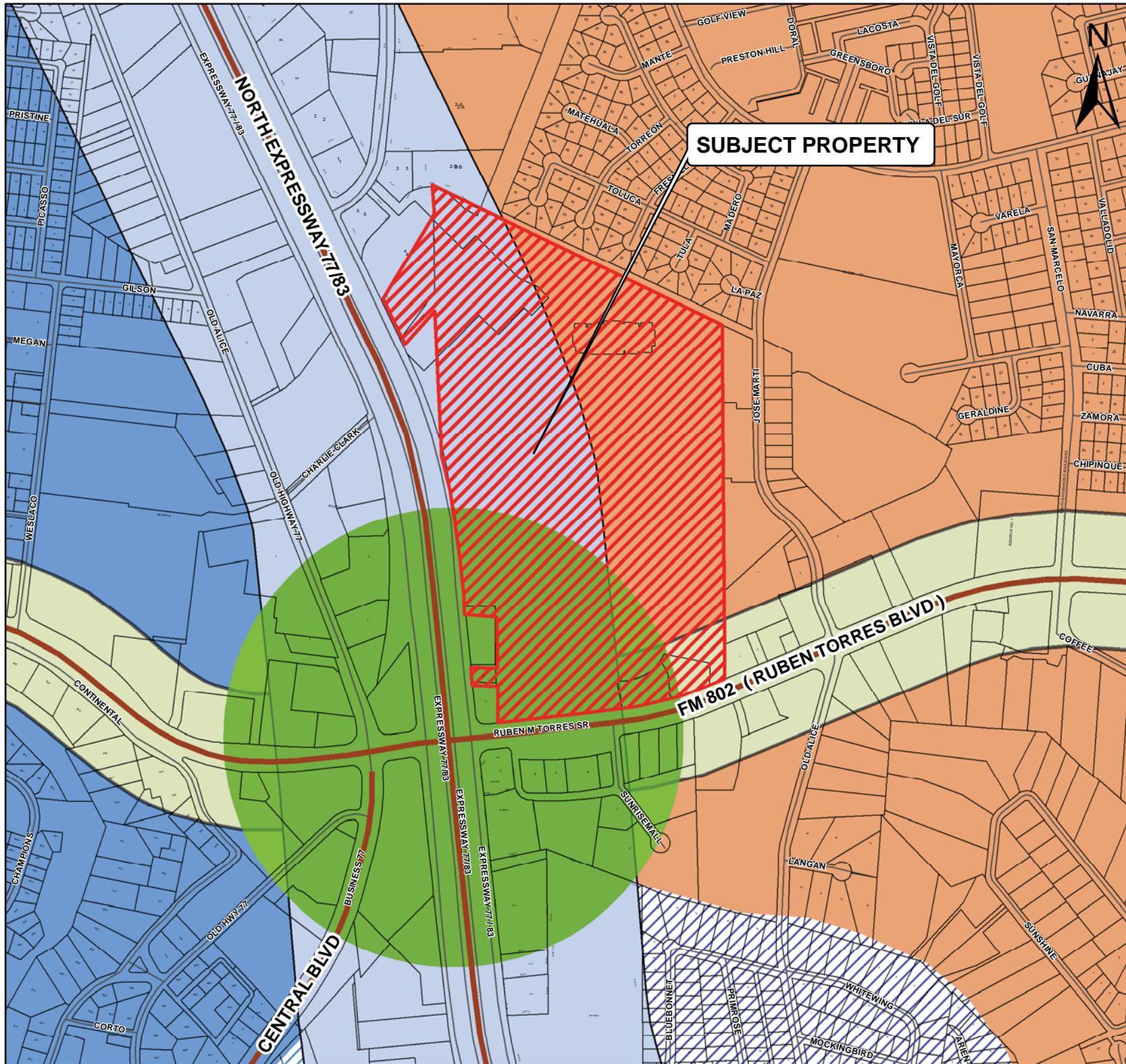
### NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

### CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor
- Brownsville's City Limits
- Brownsville's ETJ Boundary

**Zoning Case No.**  
**235-2016-904**





# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 16.

DEPT. MAKING REQUEST: Planning DATE SUBMITTED: 01/11/2016

CONTACT PERSON(S) NAME: Constanza Miner-Planning Director of Operations

PHONE: 956-548-6150 FAX: 956-548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2016-905, To rezone from Light Industrial "J" (7CJ) to General Retail "J" (4CJ) Lomas Del Bosque Subdivision Section 1 Block 4; Lots 93 thru 99 located on the Southeast corner of Robindale Rd. and Jaime Zapata Ave.

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016, the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL:  YES     NO

\_\_\_\_\_  
City Manager

ORDINANCE NUMBER 235-2016-905

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Light Industrial “J” (7CJ) to General Retail “J” (4CJ) for:

Lomas Del Bosque Subdivision Section 1 Block 4; Lots 92 thru 99, located on the Southeast corner of Robindale Rd. and Jaime Zapata Ave (District 2); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_  
Antonio Martinez  
Mayor

ATTEST: \_\_\_\_\_  
Michael L. Lopez  
City Secretary



# City of Brownsville Zoning Map

## Use Districts

### ZONING

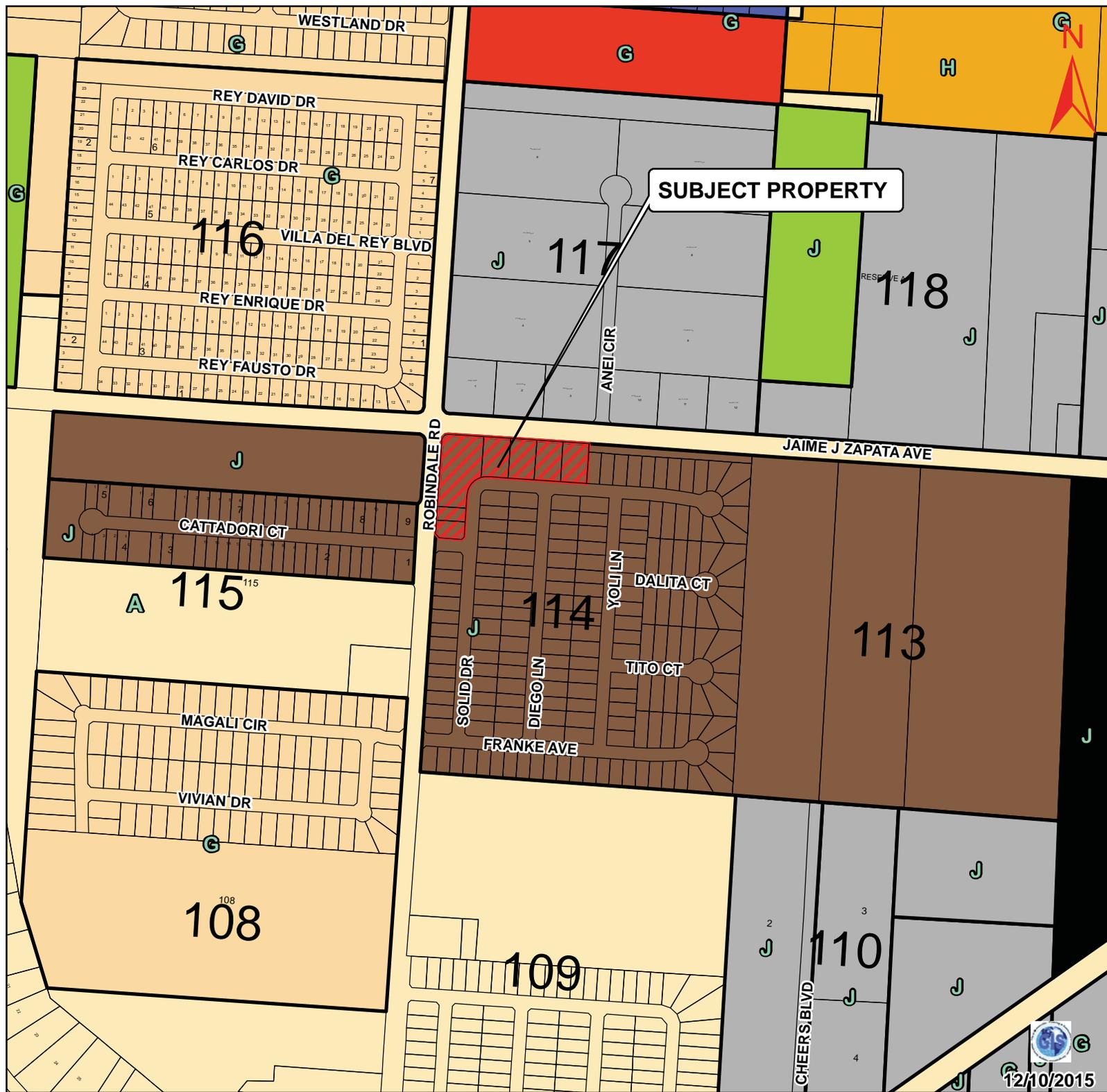
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Rezoning Request :

**Case # 235-2016-905**  
City Initiated

Current Zoning:  
Light Industrial (7C) "J"

Proposed Zoning:  
Apartment (A) "G"





# City of Brownsville

## FUTURE LAND USE PLAN

### DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

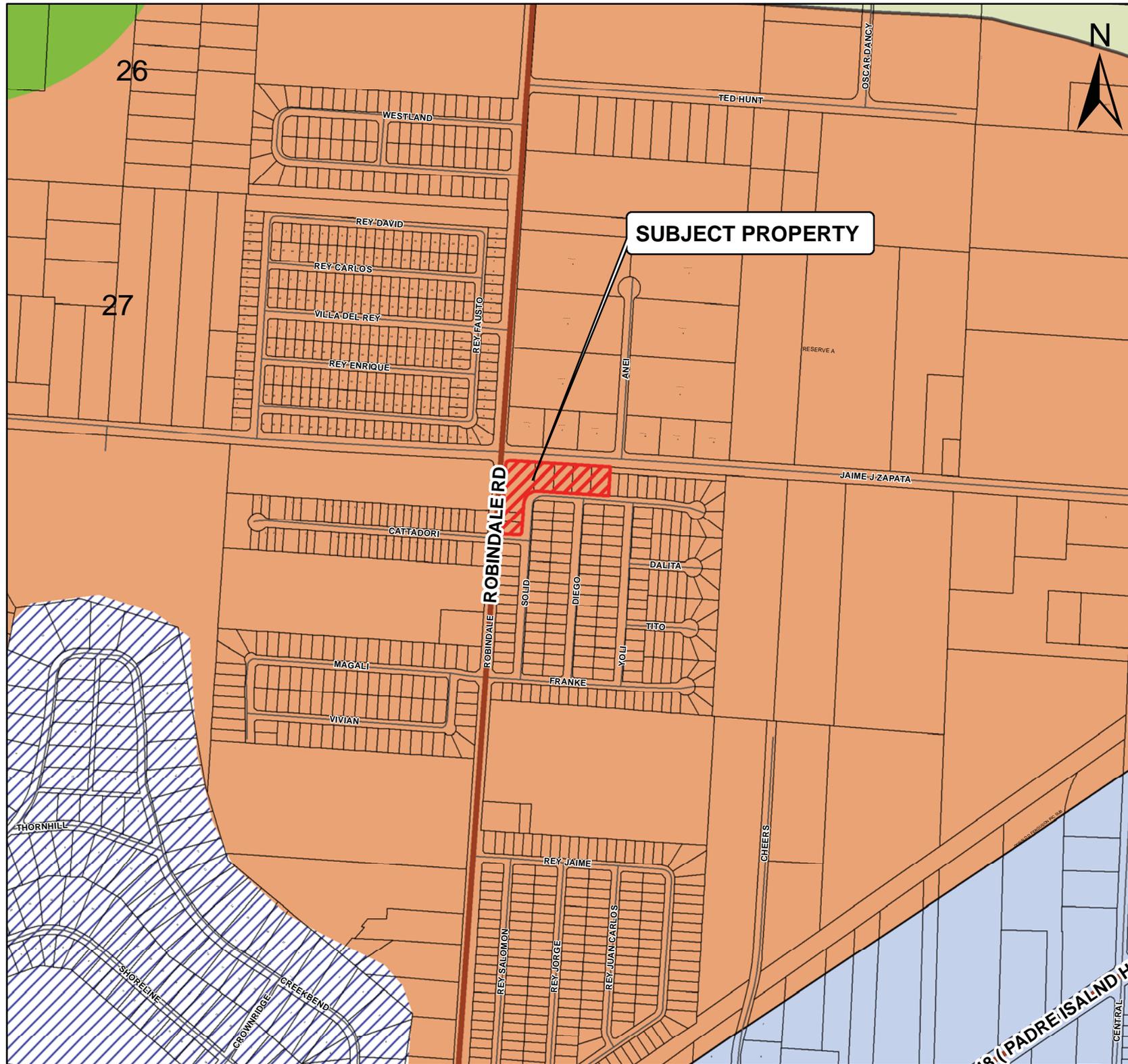
### NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

### CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor
- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.  
235-2016-905





AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 17.
DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016
CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning
PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)
[ ] EXECUTIVE SESSION [ ] WORKSHOP [ ] PRESENTATION [ ] DISCUSSION

Length of Time Needed for The Item Above: (minutes)

(No time limit)
[ ] CONSENT [x] PUBLIC HEARING [x] ACTION

AGENDA ITEM: (Attach back up material)

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2016-906: To rezone from Light Industrial "J" (7CJ) to Dwelling "G" (DG)
Lomas Del Bosque Subdivision Section 1(ALL) Blocks 1 thru 4
Lomas Del Bosque Subdivision Section 2 (ALL) Blocks 3 thru 4
Robindale Estates Subdivision Section 1 (ALL) Block 1; Lots 1 thru 31
Dan Gutierrez Subdivision (ALL) Blocks 1 thru 9
El Jardín Subdivision SH 19/27 Block 113 González Elementary (02-7910-1131-0000-00) located on the South West & East corner of Robindale Rd. and Jaime Zapata Ave.

[ ] [ ] [ ] [ ] [ ] [ ]

FINANCIAL: Budgeted: [ ] YES [ ] NO [x] N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection) [x] Approve [ ] Deny
[ ] Table for weeks [ ] Table Indefinitely [ ] Other:

OTHER RECOMMENDATION:(Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL: [ ] YES [ ] NO
City Manager

ORDINANCE NUMBER 235-2016-906

AN ORDINANCE AMENDING THE "CITY ZONING ORDINANCE" BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City's comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the "City Zoning Ordinance" by amending the Official Zoning Atlas so to rezone from Light Industrial "J" (7CJ) to Dwelling "G" (DG) for:

Lomas Del Bosque Subdivision Section 1(ALL) Blocks 1 thru 4

Lomas Del Bosque Subdivision Section 2 (ALL) Blocks 3 thru 4

Robindale Estates Subdivision Section 1 (ALL) Block 1; Lots 1 thru 31

Dan Gutierrez Subdivision (ALL) Blocks 1 thru 9

El Jardín Subdivision SH 19/27 Block 113 González Elementary (02-7910-1131-0000-00); located on Southwest & Southeast corner of Robindale Rd. and Jaime Zapata Ave. (District 2); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_

Antonio Martinez

Mayor

ATTEST: \_\_\_\_\_

Michael L. Lopez

City Secretary



# City of Brownsville Zoning Map

## Use Districts

### ZONING

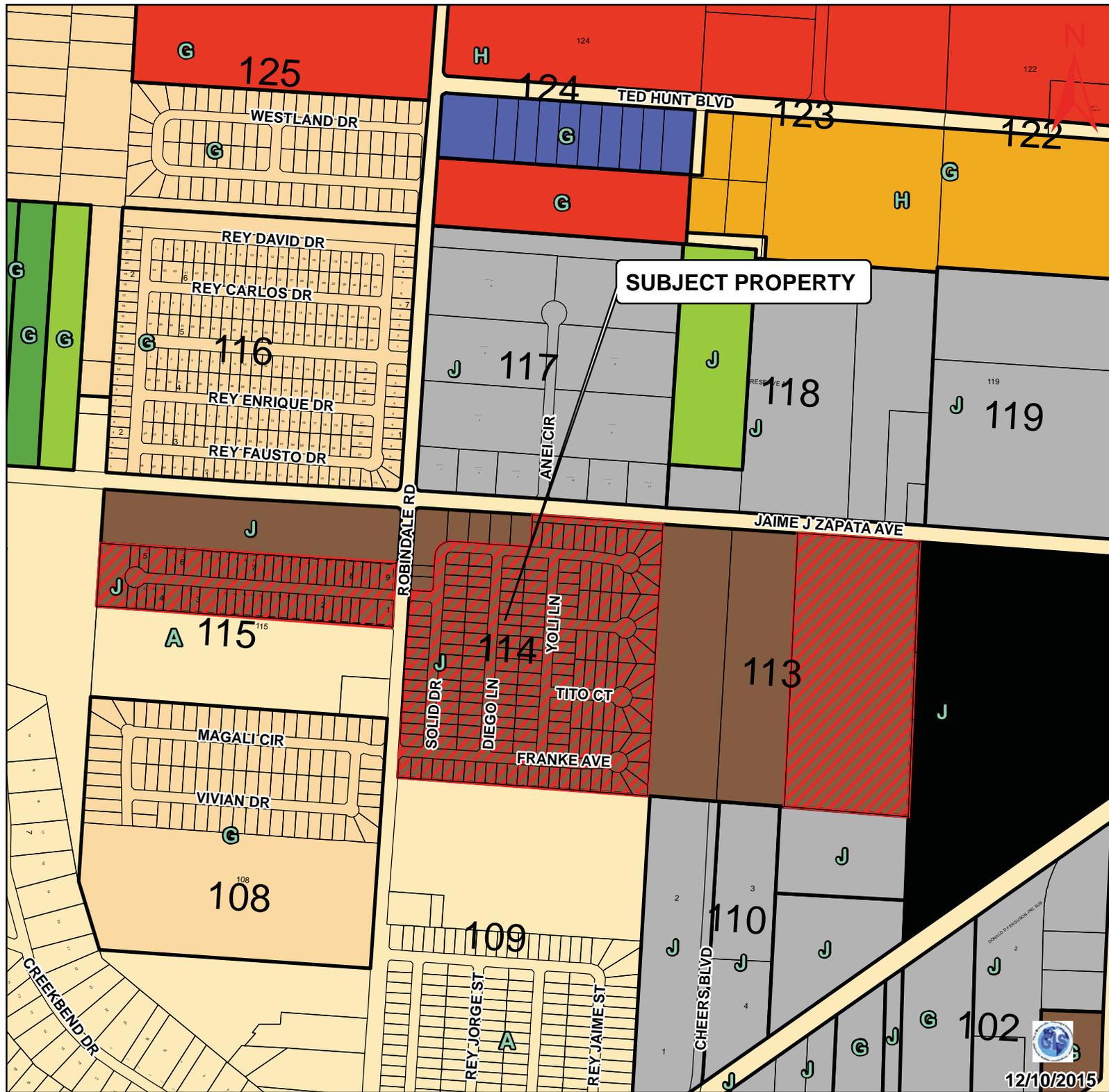
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Rezoning Request :

**Case # 235-2016-906**  
City Initiated

Current Zoning:  
**Light Industrial (7C) "J"**

Proposed Zoning:  
**Dwelling (D) "A"**







# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 18.  
 DEPT. MAKING REQUEST: Planning Department DATE SUBMITTED: 01/11/2016  
 CONTACT PERSON(S) NAME: Constanza Miner, Director of Operations for Planning  
 PHONE: 956 548-6150 FAX: 956 548-6144 E-MAIL: constanza.miner@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

**AGENDA ITEM:** (Attach back up material)

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2016-907: To rezone from Light Industrial "J" (7CJ) to General Retail "G" (4CG)  
 El Jardín Subdivision SH 19/27 Block 115 (02-7910-1150-0500-00)  
 El Jardín Subdivision SH 19/27 Block 113 (02-7910-1130-0000-00)  
 El Jardín Subdivision SH 19/27 Block 113 (02-7910-1132-0000-00)  
 located on the South West & East corner of Robindale Rd. and Jaime Zapata Ave.

Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:     YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)     Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

**OTHER RECOMMENDATION:**(Write in advisory board or committee name and recommendation if applicable)

On January 07, 2016 the Zoning Commission voted unanimously to recommend approval.

ADMINISTRATIVE APPROVAL: <input type="checkbox"/> YES <input type="checkbox"/> NO	_____ City Manager
---	-----------------------

ORDINANCE NUMBER 235-2016-907

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Light Industrial “J” (7CJ) to General Retail “G” (4CG) for:

El Jardín Subdivision SH 19/27 Block 115 (02-7910-1150-0500-00)

El Jardín Subdivision SH 19/27 Block 113 (02-7910-1130-0000-00)

El Jardín Subdivision SH 19/27 Block 113 (02-7910-1132-0000-00); located on Southwest & Southeast corner of Robindale Rd. and Jaime Zapata Ave. (District 2); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **January 19, 2016**. Passed at First Reading on **January 19, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **February 02, 2016**.

(SEAL)

BY: \_\_\_\_\_  
Antonio Martinez  
Mayor

ATTEST: \_\_\_\_\_  
Michael L. Lopez  
City Secretary



# City of Brownsville Zoning Map

## Use Districts

### ZONING

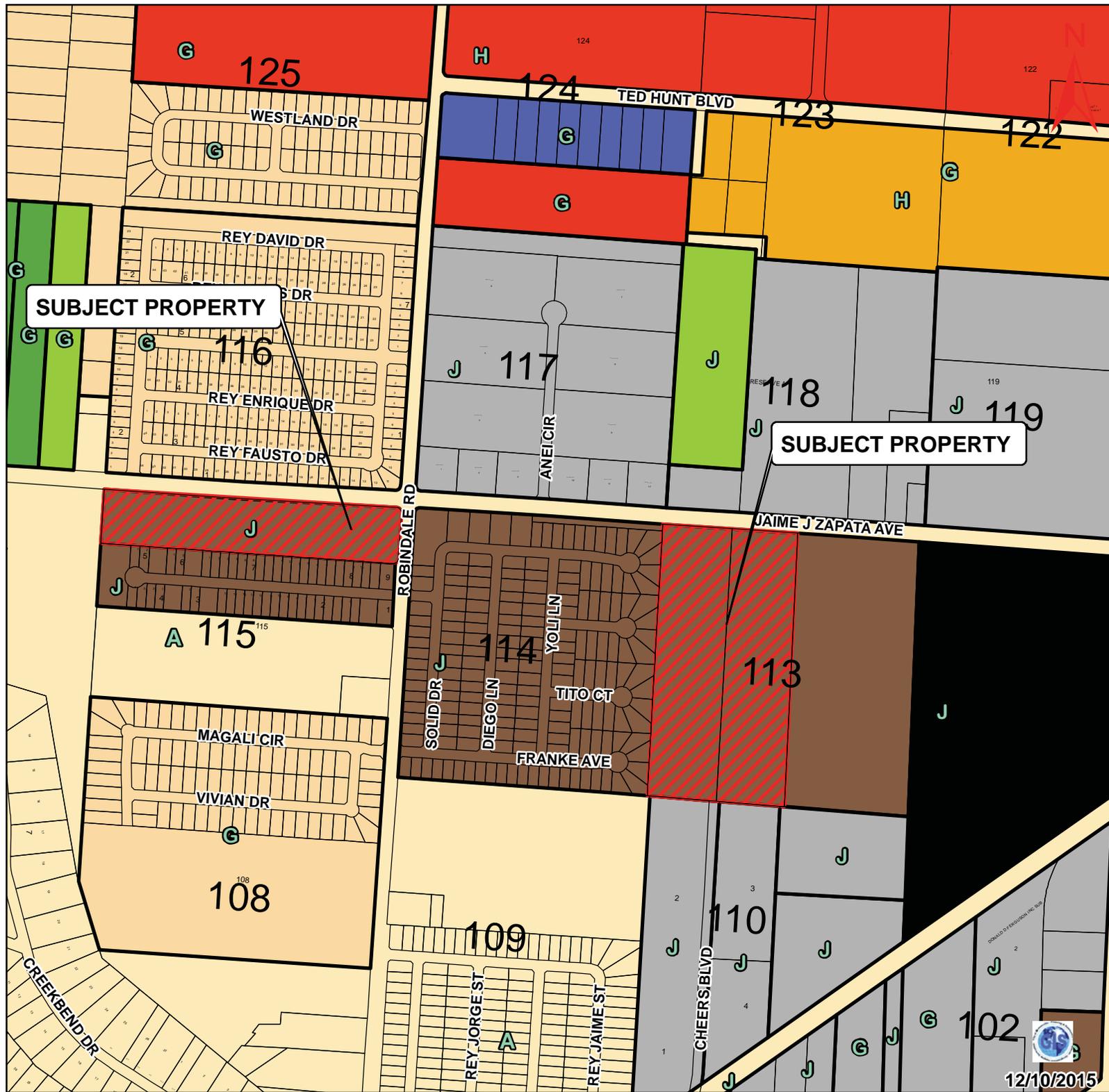
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

## Rezoning Request :

**Case # 235-2016-907**  
City Initiated

Current Zoning:  
**Light Industrial (7C) "J"**

Proposed Zoning:  
**General Retail (4C) "G"**





## City of Brownsville PUBLIC COMMENT PERIOD

**THE PUBLIC COMMENT PERIOD IS DESIGNATED FOR HEARING CONCERNS REGARDING CITY OF BROWNSVILLE PUBLIC POLICY OR CITY OF BROWNSVILLE BUSINESS THAT IS *NOT ON THE AGENDA*.**

- DO NOT REQUEST A PUBLIC COMMENT FORM IF YOUR COMMENT DEALS WITH ANY ITEM ON THE AGENDA OR A PUBLIC HEARING ITEM ON THE AGENDA.
- THE "PUBLIC COMMENT FORM" IS DESIGNATED FOR SPEAKERS TO BE RECOGNIZED AND ADDRESS THE COMMISSION ON A SUBJECT THAT IS **NOT AN AGENDA ITEM OR A PUBLIC HEARING**.
- ADDRESS THE COMMISSION AS A WHOLE – DO NOT DIRECT YOUR COMMENTS TO ANY INDIVIDUAL MEMBER OF THE COMMISSION.
- THE PUBLIC COMMENT PERIOD IS A TOTAL OF 15 MINUTES.
- THERE IS A **THREE (3)-MINUTE TIME LIMIT** PER SPEAKER.
- NO **FORMAL** ACTION CAN BE TAKEN.
- FOR THE RECORD, THE SPEAKER **MUST IDENTIFY BY NAME** BEFORE SPEAKING.
- "PUBLIC COMMENT FORMS" ARE LOCATED ON THE SECOND FLOOR AT THE DESK OF CITY SECRETARY STAFF IN THE COMMISSION CHAMBERS (on the day of the meeting).
- **"PUBLIC COMMENT FORMS" ARE NOT RESERVED FOR ANYONE.**
- "PUBLIC COMMENT FORMS" Must be filled out and presented to THE CITY SECRETARY STAFF **NO LATER THAN 6:00 P.M.** TO BE RECOGNIZED.
- **"PUBLIC COMMENT FORMS" ARE NOT ACCEPTED AFTER 6:00 P.M.**
- **POWERPOINT PRESENTATIONS ARE NOT CONDUCTED DURING THE PUBLIC COMMENT PERIOD.** [For further information, contact The Office of the City Secretary at 548-6001]

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### PRESENTATIONS:

**PERSONS/GROUPS SCHEDULED TO CONDUCT A PRESENTATION OR DISTRIBUTING HANDOUTS ASSOCIATED WITH A PRESENTATION TO THE COMMISSION MUST PROVIDE A COPY OF SAME TO THE CITY SECRETARY FOR THE RECORD.**

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AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 20.
DEPT. MAKING REQUEST: BCIC DATE SUBMITTED: 01/11/2016
CONTACT PERSON(S) NAME: Rebeca Castillo-Executive Director
PHONE: 956-548-6009 FAX: 956-546-1612 E-MAIL: rebeca.castillo@cob.us

AGENDA CATEGORY: (TIME LIMIT)
[ ] EXECUTIVE SESSION [ ] WORKSHOP [ ] PRESENTATION [ ] DISCUSSION

Length of Time Needed for The Item Above: (minutes)

(No time limit)

[ ] CONSENT [ ] PUBLIC HEARING [x] ACTION

AGENDA ITEM: (Attach back up material)

Consideration and ACTION regarding the Brownsville Community Improvement Corporation (BCIC) project funding recommendations for the the Fiscal Year (FY)2015-Cycle 2.

AGENDA ITEM HISTORY: [ ] Second Reading [ ] Tabled on [ ] Discussed on
[ ] Pending Info Received [ ] Other

FINANCIAL: Budgeted: [ ] YES [ ] NO [ ] N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection) [ ] Approve [ ] Deny
[ ] Table for weeks [ ] Table Indefinitely [ ] Other:

OTHER RECOMMENDATION:(Write in advisory board or committee name and recommendation if applicable)

During the October 29, 2015 BCIC Board of Directors meeting, action was taken to recommend funding for eight (8) projects in a total amount of \$655,436.00.

ADMINISTRATIVE APPROVAL: [ ] YES [ ] NO

City Manager



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 21.
DEPT. MAKING REQUEST: Office of Grant Management DATE SUBMITTED: 01/11/2016
CONTACT PERSON(S) NAME: Marina Zolezzi, Director
PHONE: 956-548-6167 FAX: 956-548-6161 E-MAIL: mzolezzi@cob.us

AGENDA CATEGORY: (TIME LIMIT)
[ ] EXECUTIVE SESSION [ ] WORKSHOP [ ] PRESENTATION [ ] DISCUSSION

Length of Time Needed for The Item Above: (minutes)

(No time limit)

[ ] CONSENT [ ] PUBLIC HEARING [x] ACTION

AGENDA ITEM: (Attach back up material)

Consideration and ACTION on a Memorandum of Understanding to authorize a Join Application for a Choice Neighborhood Planning Grant between the Housing Authority of the City of Brownsville and the City of Brownsville.

AGENDA ITEM HISTORY: [ ] Second Reading [ ] Tabled on [ ] Discussed on
[ ] Pending Info Received [ ] Other

FINANCIAL: Budgeted: [ ] YES [ ] NO [ ] N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection) [ ] Approve [ ] Deny
[ ] Table for weeks [ ] Table Indefinitely [ ] Other:

OTHER RECOMMENDATION:(Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL: [ ] YES [ ] NO

City Manager

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE  
AND  
THE CITY OF BROWNSVILLE, TEXAS  
REGARDING A JOINT APPLICATION FOR A  
CHOICE NEIGHBORHOODS PLANNING GRANT**

This Memorandum of Understanding (MOU) is made and entered into this 19<sup>TH</sup> day of January, 2016 by and between the Housing Authority City of Brownsville, a public housing authority hereinafter referred to as "HACB" and the City of Brownsville, TX hereinafter referred to as "City" is intended to show a strong commitment of both parties to the development of a Transformation Plan for the Buena Vida neighborhood as described in the grant application for a Choice Neighborhoods Planning Grant.

**WHEREAS**, on November, 23, 2015 the U. S. Department of Housing and Urban Development (HUD) issued the Choice Neighborhoods Planning Grants Notice of Funding Availability (NOFA) for Fiscal Year 2015/2016. Choice Neighborhoods Planning Grants are two-year grants that assist communities with severely distressed public or HUD-assisted housing in developing a successful neighborhood transformation plan and building the support necessary for that plan to be successfully implemented. Choice Neighborhoods Planning and Action Grants are three-year planning grants that demonstrate a commitment to "doing while planning." Experience shows that tangible, early actions help communities build momentum for further planning and the eventual transition from planning to implementation of that plan. These actions improve neighborhood confidence, which in turn sustains the community's energy, attracts more engagement and resources, and helps convince skeptical stakeholders that positive change is possible; and

**WHEREAS**, HACB's HUD-approved 5-year Public Housing Authority Plan, Annual Public Housing Plan and Strategic Plan affirm HACB's commitment to evaluate all HACB-owned properties for modernization, development, demolition and/or disposition and prioritize as to highest and best use. HACB commits to ongoing public input into any redevelopment plans by soliciting input from residents, advocates, neighborhood groups and other stakeholders. HACB also commits to ensuring that a one-for-one replacement of all affected public housing units is met and there will be no loss of public housing inventory; and

**WHEREAS**, if awarded, the Choice Neighborhoods Planning Grant will provide up to \$500,000 toward the development of a comprehensive neighborhood revitalization strategy and up to \$1,500,000 for Action Activities related to a Transformation Plan to guide the redevelopment of the Buena Vida public housing site while simultaneously directing the transformation of the surrounding neighborhood, positive outcomes for families, and investments in well-functioning services, high quality public schools and education programs, early learning programs, public assets, public transportation and employment opportunities and access to jobs; and

**WHEREAS**, HACB is a high-performing, innovative public housing authority serving over 3,400 households. HACB has significant experience managing Housing Choice Voucher, TBRA, Mod-Rehab, special voucher, Public Housing, Elderly Disabled projects, LIHTC projects, Capital Fund Program, Replacement Housing Factor Program and other HUD service programs such as Resident Opportunities for Self-Sufficiency, Family Self-Sufficiency, housing counseling, financial literacy program, homeownership program, workforce development, scholarship program, and educational programs for our youth; and

**WHEREAS**, the City has significant experience in neighborhood planning and plan implementation with a long history of working with HUD programs such as the Community Development Block Grant Program to improve low-income neighborhoods in the City, the Emergency Solutions Grant, and the Home Investment Partnerships Program that have helped improve the quality of life for the community.

**NOW, THEREFORE IT IS MUTUALLY AGREED AS FOLLOWS:**

### **1. PURPOSE**

HACB and the City will cooperate for the purposes of applying for 2015/2016 Choice Neighborhoods Planning Grant funds and undertaking or assisting in undertaking eligible activities identified in the application for Planning Grant funds, including the development of a comprehensive Neighborhood Transformation Plan and Action Activities for the Buena Vida public housing property and the larger Buena Vida neighborhood planning area. Eligible Planning activities will include: completion of comprehensive needs assessments related to housing, people and neighborhood; technical planning studies; involvement of stakeholders including public housing residents, neighborhood residents, public and private organizations, businesses, neighborhood associations and other relevant stakeholders; planning for the collection and strategic use of relevant data; and strengthening the management and decision-making capacity of participating organizations. Eligible Action Activities are physical improvement, community development, and economic development projects that enhance and accelerate the transformation of the neighborhood and include: reclaiming and recycling vacant property; beautification, place making, and community arts projects; homeowner and business façade improvement programs; neighborhood broadband/Wi-Fi; and gap financing for economic development projects.

### **2. SCOPE OF WORK**

HACB and the City of Brownsville have made a commitment to work collaboratively throughout the entirety of the grant, for up to three years, to develop a Transformation Plan and lead Action Activities. HACB shall serve as the Lead Applicant for the purposes of the Choice Neighborhoods Planning Grant application and the City of Brownsville shall serve as Co-Applicant for the purposes of Planning Grant application.

### **3. HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE ADMINISTRATION RESPONSIBILITY**

In its role of Lead Applicant, HACB shall have overall responsibility to administer and implement the Choice Neighborhoods Planning Grant if awarded by HUD. HACB will: a) ensure that the

planning project is carried out in compliance with all HUD requirements (grant agreement) in substantial compliance with the information provided in the grant application; b) determine the adequacy of performance under project agreements and procurement contracts; c) be responsible for the environmental review and any decision-making and action required for the Buena Vida property; d) submit all pertinent documents and reports to HUD as required by the grant agreement; and e) access funding through HUD's Line of Credit Control System (LOCCS).

**4. CITY OF BROWNSVILLE RESPONSIBILITY**

In its role as Co-Applicant, the City shall provide capacity and expertise in neighborhood planning and implementation. The City will also assist HACB with analysis of and coordination with other City of Brownsville planning documents, including the Comprehensive Plan, and other relevant planning documents. The City will assist HACB, as needed, in coordination of expertise from relevant City departments, e.g., Planning, Office of Grant Management and Community Development, Public Works, BMetro, Police, Parks and Recreation, and other applicable departments for consultation and information sharing. The City will inform HACB of plans and projects undertaken by the City of Brownsville departments that will impact and influence the Choice Neighborhoods Initiative. Finally, the City will review analysis of data gathered during the plan as a necessary component of the neighborhood Transformation Plan.

**5. MODIFICATION**

No waiver, alteration, modification or termination of this MOU shall be valid unless made in writing and signed by the authorized parties hereof.

**6. TERMINATION**

This Agreement shall terminate upon completion of all obligations of the parties, or after the thirty-six (36) month grant period of the Choice Neighborhoods Planning Grant, or in the event that the grant is not awarded to HACB and the City, whichever comes first. This Agreement may be amended at any time in writing and by mutual consent of the parties. This Agreement may be cancelled by either party upon sixty (60) days written notice except where the cancellation is for cause, i.e., a material and significant breach of the provisions of this Agreement, it may be cancelled upon delivery of written notice to the other party.

**SIGNATORIES:**

By: \_\_\_\_\_  
Patricio Sampayo, Chairman  
Housing Authority of the City of Brownsville

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

By: \_\_\_\_\_  
Antonio Martinez, Mayor  
City of Brownsville

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

Approved as to legality and form  
this 12 day of June, 2016  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Office of the City Attorney  
1001 E. Elizabeth Street  
Brownsville, TX 78520  
Phone (956) 548-6011  
Fax (956) 546-4291





# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2015 ITEM NUMBER: 22.  
 DEPT. MAKING REQUEST: PUBLIC WORKS DATE SUBMITTED: 01/12/2015  
 CONTACT PERSON(S) NAME: SANTANA TORRES / JOSE FIGUEROA  
 PHONE: 956-548-6000 FAX: 956-831-0180 E-MAIL: STORRES@COB.US

AGENDA CATEGORY: (TIME LIMIT)

- EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

- CONSENT     PUBLIC HEARING     ACTION

AGENDA ITEM: (Attach back up material)

CONSIDERATION AND ACTION TO ADOPT RESOLUTION NUMBER 2016-002 TO APPROVE THE 1-YEAR EXTENSION OF THE LOWER RIO GRANDE VALLEY STORM WATER TASK FORCE INTERLOCAL MEMBERSHIP AGREEMENT BETWEEN TEXAS A&M UNIVERSITY-KINGSVILLE AND THE CITY OF BROWNSVILLE AND NAME THE CITY OF BROWNSVILLE REPRESENTATIVE, JOSE FIGUEROA, TO THE TASK FORCE.

AGENDA ITEM HISTORY:  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

FINANCIAL: Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

STAFF RECOMMENDATION: (mark your selection)  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

ADMINISTRATIVE APPROVAL: <input type="checkbox"/> YES <input type="checkbox"/> NO	_____ City Manager
---	-----------------------

**RESOLUTION NO. 2016-002**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF BROWNSVILLE, TEXAS, APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF BROWNSVILLE AND TEXAS A&M UNIVERSITY-KINGSVILLE ("TAMU-K") FOR REPRESENTATIVE APPOINTMENT TO REGIONAL STORM-WATER TASK FORCE.**

**WHEREAS**, the City of Brownsville is required to be in compliance with the Texas Commission on Environmental Quality Phase II Stormwater Rules ("Rules") and other pertinent issues as needed; and,

**WHEREAS**, the City of Brownville is a home-rule municipality and TAMU-K is a member of The Texas A&M University System, an entity of the State of Texas; and,

**WHEREAS**, the City of Brownsville is committed to accomplishing the goals of responding and complying with the Rules through the formation of a Regional Task Force, established and managed by TAMU-K; and,

**WHEREAS**, the City of Brownsville is appointing Jose Figueroa as the City's representative to the Regional Task Force for a term of one calendar year or past December 31<sup>st</sup>, whichever occurs first, by a majority vote of the City Commission, as evidenced by adoption of this resolution; and,

**WHEREAS**, TAMU-K will formulate and propose to the Regional Task Force, methods and approaches for compliance with the Texas Commission on Environmental Quality Phase II Stormwater Rules and to assist with educational outreach, training, and information to facilitate compliance; and,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BROWNSVILLE, TEXAS, THAT:**

**SECTION 1.** The City Commission of the City of Brownsville strongly supports the City's approval of the Interlocal Agreement between the City of Brownsville and TAMU-K.

**SECTION 2.** Jose Figueroa will represent the City of Brownsville on the Regional Task Force.

**SECTION 3.** The City Commission of the City of Brownsville officially finds, determines, recites and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the City Commission is posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by Chapter 551, Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this Resolution and the subject matter thereof has been discussed, considered and formally acted upon. The City Commission further ratifies, approved and confirms such written notice and the contents and posting thereof.

**SECTION 4.** This Resolution shall be effective upon its passage and approval.

**DULY PASSED AND APPROVED** by the City Commission of the City of Brownsville, Texas, on this the 19<sup>th</sup> day of January, 2016.

---

Antonio "Tony" Martinez, Mayor

ATTEST:

---

City Secretary

**INTERLOCAL AGREEMENT**  
**by and between**  
**CITY OF BROWNSVILLE**  
**and**  
**TEXAS A&M UNIVERSITY - KINGSVILLE**  
**for Representative Appointment to Regional Task Force**  
**Contract #15-0503**

This Interlocal Agreement (hereafter termed “Agreement”) is made pursuant to Chapter 791, Texas Government Code, *Interlocal Cooperation Contract*, and is entered into by and between the **CITY OF BROWNSVILLE** (hereafter referred to as “**CITY**”), a **home-rule municipality** and **TEXAS A&M UNIVERSITY - KINGSVILLE** (hereafter referred to as “**TAMU-K**”), a member of The Texas A&M University System, an entity of the State of Texas.

**SECTION 1**  
**PURPOSE**

- 1.01** **CITY** and **TAMU-K** agree to enter into this Agreement as a manner by which **CITY** and **TAMU-K** can actively participate in a Regional Task Force (“Task Force”) formed to respond and aid compliance with the *Texas Commission on Environmental Quality Phase II Stormwater Rules* (“Rules”) and other pertinent issues as needed.
- 1.02** **CITY** and **TAMU-K** desire to accomplish the goals of responding and complying with the Rules through the formation of a Regional Task Force, established and managed by **TAMU-K**.
- 1.03** **TAMU-K** desires to participate in the establishment and management of the Regional Task Force, since such participation will provide **TAMU-K** with an avenue for students to:
- A. Gain knowledge and experience in the process and procedures of governmental environmental regulation, rule making, and committee process;
  - B. Gain supervisory, organizational, and executive skills through the creation of the Task Force body, the implementation of the Task Force by-laws and policies, creation and submission of Task Force agenda and minutes, and budget creation.
  - C. Gain experience about the interfacing, communication, and interaction between state agencies and local governments; thus, aiding the students in being at ease publicly speaking, presenting issues, and expounding opinions.

## **SECTION 2 TERM**

- 2.01** *Fixed Term:* This Agreement commences on **17th day of September 2015 to 16<sup>th</sup> day of September 2016**, and will terminate in exactly one (1) calendar year, unless extended according to section 2.02 of this Agreement.
- 2.02** *Extension:* Upon written, mutual consent of **CITY** and **TAMU-K**, this Agreement may be extended for an additional one (1) calendar year, after the date of expiration of the Fixed Term. This provision is in effect during each subsequent renewal.
- 2.03** *Cancellation:* This Agreement may be cancelled prior to the expiration of the Fixed Term of any Extension Term, upon thirty (30) calendar days written notice to the other party, sent to the address indicated in Section 5.01 of this Agreement.

## **SECTION 3 CONSIDERATION**

- 3.01** *Fee:* **CITY** agrees to pay to **TAMU-K** a Task Force membership fee of **\$23,904.00**. Payment of such fee is due in one single payment, tendered by check or wired transfer, payable to **TAMU-K** and delivered to the address indicated in Section 5.01 of this Agreement. Payment must be made within fourteen (14) days after execution of this Agreement. Failure of **CITY** to make such payment within the subscribed time, and without a written extension from **TAMU-K**, may result in this Agreement terminating.

## **SECTION 4 RIGHTS AND DUTIES**

- 4.01** The following rights and duties will be held or performed by **CITY**:
- A. **CITY** will provide one representative to the Task Force. Such representative must be chosen by majority vote of the City Council, as evidenced by an adopted resolution or other evidence of the appointment acceptable to **TAMU-K**.
  - B. The **CITY**'s representative will serve a term not to exceed one (1) calendar year or past December 31st, whichever occurs first, but may be reappointed by the **CITY** through written notification for an additional one (1) year term.
  - C. The **CITY**'s representative will be subject to the bylaws, policies, rules and procedures of the Task Force. Any breach or violation of such bylaws, etc., may result in expulsion of the representative from the Task Force. If expulsion occurs, the **CITY** will appoint another representative no later than thirty (30) calendar days after notice of the expulsion.

- D. The **CITY**'s representative will act as the liaison between the **CITY** and the Task Force, apprising each entity of the other's objectives. The representative will brief the City Council, or other municipal entity responsible for Task Force participation, a minimum of once quarterly.
- E. Each **CITY** having representation on the Task Force will be responsible for paying a membership fee as detailed in Section 3.01 of this Agreement.
- F. The **CITY** may make recommendations to the Regional Task Force regarding the fee assessment, expenditures, or other financial matters; however, the Task Force is not bound by such recommendations.

**4.02** The following rights and duties will be held or performed by **TAMU-K**:

- A. **TAMU-K** will assign representation to the Task Force.
- B. **TAMU-K** will formulate and facilitate the bylaws, policies, rules and procedures by which the Task Force will be governed. **TAMU-K** will provide **CITY** with a copy of such bylaws, policies, rules and procedures, as warranted.
- C. **TAMU-K** will formulate and propose to the Task Force, methods and approaches for compliance with the *Texas Commission on Environmental Quality Phase II Stormwater Rules*. For each method or approach proposed, **TAMU-K** will assist with educational outreach, training, and information to facilitate compliance.
- D. **TAMU-K** will provide assistance with research and educational services and technical support to the Task Force, and for any adopted methods and approaches for compliance. **TAMU-K** will not participate in the implementation of the **CITY**'s stormwater management program (SWMP) unless otherwise specified in **Section 4.03**.
- E. **TAMU-K** will manage the Task Force administration, including meetings, and efforts pertaining to the methods and approaches for assisting in complying with the *Texas Commission on Environmental Quality Phase II Stormwater Rules*.
- F. The Task Force will oversee the establishment and operation of all financial policies, requirements, and expenditures. As overseer of the Task Force, **TAMU-K** will assist with the financial management and policy of the Task Force.
- G. **TAMU-K** will assist the Task Force with the management of any funding acquired by the Task Force. This does not apply to the funding provided by this interlocal agreement. The management of Task Force funding will adhere to the by laws of the organization.

- H. Membership fees paid to **TAMU-K** will be earmarked in a separate **TAMU-K** account for use only by **TAMU-K** for the Task Force. Any unappropriated funds will be carried over.
- I. Membership fees paid to **TAMU-K** will be utilized by **TAMU-K** for costs associated with but not necessarily limited to staffing, travel, training, equipment and materials, recruiting, scholarships, meal and food expenses associated with meetings and events, and communication related expenses.
- J. **TAMU-K** is authorized to utilize membership fees to leverage grant funds, for conference planning, travel expenses, staff training, to support outreach events, and for sponsorships for environmental and educational events.
- K. **TAMU-K** is authorized to utilize membership fees to accomplish tasks included in **Section 4.03**, if any.
- L. **TAMU-K** is authorized to provide funding to the Arroyo Colorado Watershed Partnership or similar organizations on behalf of **CITY**. This funding, if any, shall be provided at the discretion of **TAMU-K**.

**4.03** *SWMP Implementation:* **TAMU-K** will support the **CITY** in implementing a portion of its SWMP by providing assistance with research and educational services and technical support with specific Best Management Practices (BMPs) described in Appendix A. The overall completion of the BMPs noted in Appendix A is the sole responsibility of the **CITY**.

## **SECTION 5 MISCELLANEOUS**

**5.01** *Addresses:* Fee payment or notices required under this Agreement may be sent by United States Postal Service regular surface mail, certified mail, registered mail, overnight delivery, or hand delivery. Written notice delivery is deemed made when the notice is deposited into a USPS mail receptacle, or deposited with an overnight carrier, or hand delivered. **CITY** and/or **TAMU-K** can change the notice address by sending to the other party written indication of the new address. Notices should be addressed as follows:

**CITY:** City of Brownsville  
 Jose Figueroa  
 P.O. Box 911  
 Brownsville, Texas 78520

**TAMU-K:** Institute of Sustainable Energy and the Environment  
 C/O Denise Honsby, Administrative Officer  
 TAMU-K  
 700 University Blvd, MSC 213

- 5.02** Force Majeure: Any and all duties, obligations, and covenants of this Agreement will be suspended during time of natural disaster, war, acts of terrorism, or other “Acts of God”, which prevent a party from fulfilling any and all duties, obligations, and/or covenants of this Agreement. If a party is prevented from fulfilling a duty, obligation, and/or covenant of this Agreement, due to Force Majeure, the party prevented from fulfilling will notify the other party in writing, sent pursuant to Section 5.01 Agreement, within fourteen (14) calendar business days of the Force Majeure event.
- 5.03** Parties Relationship: Nothing in the Agreement should be construed as creating a partnership, joint venture, agency relationship, or any other relationship other than, between **CITY** and **TAMU-K**.
- 5.04** Applicable Law: This Agreement is construed under and in accordance with the laws of the State of Texas.
- 5.05** Cumulative Rights: All rights, options, and remedies contained in this Agreement and held by **CITY** and **TAMU-K** are cumulative and the exercising of one will not exclude exercising another. **CITY** and **TAMU-K** each have the right to pursue any remedy or relief which may be provided by law, in equity, or by the stipulations of this Lease.
- 5.06** Non-waiver: A waiver by either **CITY** or **TAMU-K**, or both, of any obligation, duty, or covenant of this Agreement will not constitute a waiver of any other breach of any obligation, duty, or covenant of this Agreement.
- 5.07** Counterparts: This Agreement can be executed in multiple counterparts, each of which is declared an original.
- 5.08** Severability: If any clause or provision of this Agreement is illegal, invalid or unenforceable under present or future law, **CITY** and **TAMU-K** intend that the remaining clauses or provisions of this Agreement will not be affected and will remain in full force and effect.
- 5.09** Entire Agreement: This Agreement contains the final and entire agreement between **CITY** and **TAMU-K**, and will not be amended, explained, or superceded by any oral or written communications; unless done so in a subsequent, written, and mutually agreed upon amendment.
- 5.10** Successors and Assigns: All the obligations, duties, covenants, and rights contained in this Agreement and performable by **CITY** will be applicable and binding upon respective successors and assigns, including any successor by merger or consolidation; however, nothing in this provision shall be construed to be consent of Assignment of this Agreement.

**5.11** Nondiscrimination: **CITY** and **TAMU-K**, and their agents or employees, are prohibited from discriminating on the basis of race, color, sex, age, religion, national origin, or handicap, in the performance of the terms, conditions, covenants and obligations of this Agreement.

**5.12** Dispute Resolution: Any dispute between **CITY** and **TAMU-K** regarding this Agreement will be governed by Texas Government Code, Chapter 2009, *Alternative Dispute Resolution for Use by Governmental Bodies*, and any applicable Model Rules promulgated by the Office of the Attorney General, the State of Texas. Any notice of dispute tendered by **CITY** should be addressed to Ralph Stephens, Director of Procurement, **TAMU-K**.

**EXECUTED** the \_\_\_\_\_ day of \_\_\_\_\_, 2016 by **CITY**, by its duly authorized agent, as evidenced by the attached Resolution of the City Council.

**“CITY”**  
**CITY OF BROWNSVILLE**

By: \_\_\_\_\_  
Charlie Cabler  
City Manager

**ACKNOWLEDGMENT**

**STATE OF TEXAS** §  
§  
**COUNTY OF CAMERON** §

BEFORE ME, the undersigned authority a Notary Public for the State of Texas, on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed it for the purposes and consideration therein expressed, and in the capacity state in such instrument.

GIVE UNDER MY HAND AND SEAL OF OFFICE this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Notary Public, State of Texas  
My Commission Expires: \_\_\_\_\_

**EXECUTED** the \_\_\_\_\_ day of \_\_\_\_\_, 2016, by **TAMU-K**, by its duly authorized officer.

**“TAMU-K”**  
**TEXAS A&M UNIVERSITY - KINGSVILLE**

By: \_\_\_\_\_  
**CYNTHIA VILLARREAL-GARCIA**  
Asst. Director of Research and Sponsored Programs

**RECOMMEND APPROVAL:**

\_\_\_\_\_  
**KIM D. JONES, Ph.D.**  
Principal Investigator  
Department of Environmental Engineering

\_\_\_\_\_  
**JAVIER GUERRERO, M.S.**  
Co-Principal Investigator  
Department of Environmental Engineering

**ACKNOWLEDGMENT**

**STATE OF TEXAS** §  
§  
**COUNTY OF KLEBERG** §

BEFORE ME, the undersigned authority a Notary Public for the State of Texas, on this day personally appeared **SANDRA D. GARCIA**, Director of Research and Sponsored Programs, **TAMU-K**, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed it for the purposes and consideration therein expressed, and in the capacity state in such instrument.

GIVE UNDER MY HAND AND SEAL OF OFFICE this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Notary Public, State of Texas  
My Commission Expires: \_\_\_\_\_



# AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 01/19/2016 ITEM NUMBER: 23.  
 DEPT. MAKING REQUEST: PARK DATE SUBMITTED: 01/11/2016  
 CONTACT PERSON(S) NAME: DAMARIS MCGLONE-DIRECTOR  
 PHONE: 956-542-2064 FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

AGENDA CATEGORY: (TIME LIMIT)  
 EXECUTIVE SESSION     WORKSHOP     PRESENTATION     DISCUSSION

Length of Time Needed for The Item Above: \_\_\_\_\_ (minutes)

(No time limit)

CONSENT     PUBLIC HEARING     ACTION

**AGENDA ITEM:** (Attach back up material)

Consideration and ACTION on Resolution Number 2016-003, to approve the submission of the Texas Parks and Wildlife Department Community Outdoor Outreach reimbursable grant, no match requirement, maximum allowance \$50,000.00 for February 1, 2016 application deadline.

**AGENDA ITEM HISTORY:**  Second Reading     Tabled on \_\_\_\_\_     Discussed on \_\_\_\_\_  
 Pending Info Received     Other \_\_\_\_\_

**FINANCIAL:** Budgeted:  YES     NO     N/A

Grant/Matching Funds From:

**STAFF RECOMMENDATION: (mark your selection)**  Approve     Deny  
 Table for \_\_\_\_\_ weeks     Table Indefinitely     Other: \_\_\_\_\_

**OTHER RECOMMENDATION:** (Write in advisory board or committee name and recommendation if applicable)

**ADMINISTRATIVE APPROVAL:**     YES     NO  
 \_\_\_\_\_  
 City Manager

**RESOLUTION NO. 2016-003**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF BROWNSVILLE, TEXAS, SUPPORTING AN APPLICATION TO THE COMMUNITY OUTDOOR OUTREACH PROGRAM BY THE TEXAS PARKS AND WILDLIFE DEPARTMENT.**

**WHEREAS**, the Texas Parks and Wildlife Department has made available funding for the purpose of supporting local governments for programming that introduces under-served populations to environmental and conservation programs as well as TPWD mission oriented outdoor activities; and

**WHEREAS**, the City of Brownsville expresses its interest in participating and submitting an application for consideration for the aforementioned state grant, and

**WHEREAS**, the City of Brownsville acknowledges and supports the application to enhance and expand the Bike Program to include children, adults/seniors, and those with physical challenges, and

**WHEREAS**, the proposed Bike Program will improve bicycle safety through education and enforcement of proper road use behavior by all.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BROWNSVILLE, TEXAS, THAT:**

**Section 1.** The City Commission of the City of Brownsville strongly supports the submittal of an application to the Community Outdoor Outreach Program by the Texas Parks and Wildlife Department.

**Section 2.** This Resolution shall be effective upon its passage and approval.

**DULY PASSED AND APPROVED** by the City Commission of the City of Brownsville, Texas, on this the 19<sup>th</sup> day of January, 2016.

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Antonio Martinez  
Mayor

ATTEST:

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Michael L. Lopez, MPA  
City Secretary