

1. February 2, 2016 Agenda

Documents:

[A-02-02-2016.PDF](#)

2. February 2, 2016 Meeting Binder

Documents:

[BINDER02-02-2016.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, February 02, 2016, at 6:00 P.M.**, at 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.

REGULAR MEETING: 6:00 P.M.

PLEDGE OF ALLEGIANCE: UNITED STATES PLEDGE * TEXAS PLEDGE

INVOCATION:

- 1. **MAYOR'S ACTIVITY UPDATE:**
- 2. **COMMISSIONERS' ACTIVITY UPDATE:**
- 3. **PROCLAMATION:** *Historic Brownsville Aviation Month*
(Commissioners R. Longoria, Jr./J. Villarreal)
- 4. **PRESENTATIONS:** *Employee of the Month*
(Charlie Cabler – City Manager)
- 5. **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 "r"

- a) Approval of the Minutes of the Regular Meeting of January 19, 2016.
- b) To acknowledge the following individuals to incur travel expense:

<u>Employee</u>	<u>Department</u>	<u>Destination</u>	<u>Date</u>
Cesar J. Pedraza	Fire	Corpus Christi, TX	Feb. 10-12, 2016
Damaris McGlone	Parks	Galveston, TX	Mar. 01-04, 2016
Shannon Guerrero	Parks	Galveston, TX	Mar. 01-04, 2016
Cory Vander Veen	Parks	Galveston, TX	Feb. 28-Mar. 04, 2016
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Daniel Salinas	Parks	Houston, TX	Mar. 08-11, 2016
Jonahan W. Taylor	Police	Houston, TX	Feb. 14-19, 2016
Adrian Posada	Police	San Antonio, TX	Feb. 21-24, 2016
Melissa Gonzalez	Police	San Antonio, TX	Feb. 21-24, 2016

- c) **ACKNOWLEDGEMENT** of final design of Ringgold Street improvements project. (Carlos Lastra P.E., - Engineering)
- d) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 2016-1100.56**, to readopt the Historic Preservation Plan for 2016. (Constanza Miner – Planning Director of Operations)
- e) **APPROVAL** on **SECOND** and **FINAL 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)
- f) **APPROVAL** on **SECOND** and **FINAL 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. (District 4) (Constanza Miner – Planning Director of Operations)
- g) **APPROVAL** on **SECOND** and **FINAL 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. (District 4) (Constanza Miner – Planning Director of Operations)
- h) **APPROVAL** on **SECOND** and **FINAL 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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- j) **APPROVAL** on **SECOND** and **FINAL 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)
- k) **APPROVAL** on **SECOND** and **FINAL 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)

- l) APPROVAL on SECOND and FINAL 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:
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 Brownsville Country Club Subdivision Section 10 Block 3; Lots 1 thru 23
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 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)
- m) APPROVAL on SECOND and FINAL READING on Ordinance Number 235-2016-902**, to rezone from Light Industrial “J” (7CJ) to Apartment “G” (AG),
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 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
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- o) APPROVAL on SECOND and FINAL READING on Ordinance Number 235-2016-904**, to rezone from Light Industrial “J” (7CJ) to General Retail “G” (4CG) Sunrise Mall
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 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)
- p) APPROVAL on SECOND and FINAL 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)

- q) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2016-906**, to rezone from Light Industrial “J” (7CJ) to Dwelling “G” (DG)
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 El Jardín Subdivision SH 19/27 Block 113 (02-7910-1130-0000-00)
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6. 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.

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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.

ACTION ITEMS:

7. Consideration and **ACTION** to adopt Reimbursement **Resolution Number 2016-004**, expressing official intent to reimburse with tax-exempt obligation proceeds costs associated with certain capital improvements. (Pete Gonzalez – Deputy City Manager)
8. Consideration and **ACTION** to acknowledge the Financial Statements and Cash Investment Report for the City of Brownsville for the first quarter ended December 31, 2015. (Lupe Granado III – Finance)
9. Consideration and **ACTION** to request that the Federal Emergency Management Agency (FEMA), grant the City of Brownsville a 6-month extension to complete construction of the Community Safe Room Project (DR-1791-359) located at the Brownsville Sports Park. (Marina Zolezzi – Grants)
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PURCHASES/BIDS/CONTRACTS:

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* * * * *

ADJOURNMENT:

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By; Antonio Martinez
Mayor of the City of Brownsville

I certify that a copy of the **February 02, 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 29, 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

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

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By; Antonio Martinez
Mayor of the City of Brownsville

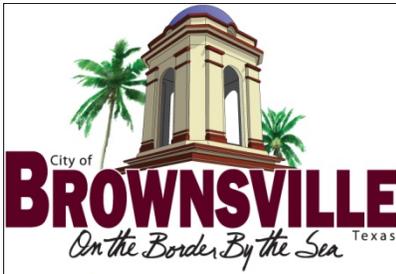
I certify that a copy of the **February 02, 2016**, Agenda of items to be considered by the Brownsville City Commission was posted on the Bulletin Area at City Hall – Federal Building, on January 29, 2016. I further certify that the Agenda was posted on the City’s website and can be downloaded by accessing: <http://citysecretary.cob.us>.



Michael L. Lopez, MPA
City Secretary

**MAYOR'S
ACTIVITY
UPDATE**

**COMMISSIONERS’
ACTIVITY
UPDATE**



PROCLAMATION

A PROCLAMATION OF THE CITY COMMISSION OF BROWNSVILLE, TEXAS DECLARING FEBRUARY 02, 2016 TO FEBRUARY 29, 2016 as “HISTORIC BROWNSVILLE AVIATION MONTH” IN OUR CITY

Whereas, on March 09, 1929, at 1:34pm, Charles Lindbergh, Amelia Earhart, Captain Ira Eaker and 15-20 thousand Citizens of Brownsville were present at the grand opening of the Brownsville airport; and

Whereas, Brownsville aviation has in the past, is at the present, and will in the future play a vital role in serving the transportation needs of the United States and the world; and

Whereas, the Brownsville South Padre Island International Airport has 86 years of unique Aviation history; and

Whereas, those persons and companies of the past and present that supported and do support Brownsville Aviation in its many forms, are hereby officially thanked for their efforts; and

Whereas, our children, and the children of the future, are hereby encouraged to *“Do what it takes”* to continue Brownsville aviation into the future by adopting the strategy of *“Fly Brownsville”*; and

NOW, THEREFORE, We, the members of the City Commission of the City of Brownsville, Texas by virtue of the authority vested by the Charter of said City, do hereby declare February 02, 2016 to February 29, 2016, as **HISTORIC BROWNSVILLE AVIATION MONTH**, and further urge all our citizens to become aware of the importance of aviation in our city and remember to *“Fly Brownsville”*.

Done, 02nd day of February, 2016.

The City of Brownsville

Presents the

Employee of the Month

to

EDUARDO RODRIGUEZ

PARKS MAINTENANCE SUPERVISOR

WITH

PARKS DEPARTMENT

In recognition for outstanding services rendered to the City of Brownsville

For the Month of FEBRUARY, 2016

Presented on this 2ND day of FEBRUARY, 2016

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 19, 2016, at 6:00 P.M.** with the following members present:

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

A quorum being present, Mayor Pro-Tem Rose Gowen, 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 January 22, 2016.

REGULAR MEETING: 6:00 P.M.

PLEDGE OF ALLEGIANCE: UNITED STATES PLEDGE * TEXAS PLEDGE

The Pledge of Allegiance was led by Mayor ProTem Rose Gowen, and the Texas Pledge was led by Commissioner Ricardo Longoria, Jr.

INVOCATION:

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

1. *MAYOR’S ACTIVITY UPDATE:*

No report given.

2. COMMISSIONERS' ACTIVITY UPDATE:

Mayor Pro Tem Rose Gowen thanked the Public Health Department for the 7th Annual The Challenge sign up, held last weekend, she also mentioned that there will be a City signup on Thursday, January 28, 2016, from 2:00 pm to 4:00 p.m., at the Executive Room located at City Plaza. She informed the public regarding the 2016 Point-in-Count, which is the annual homeless count that is conducted statewide on Thursday, January 21, 2016, volunteers can contact the Office of Grant Management & Community Development at 956-548-6167, or via the City of Brownsville Facebook page., She further noted that the City of Brownsville, in collaboration with the Brownsville Public Utilities Board, BCWORKSHOP, and the University of Texas Rio Grande Valley, will host the Drainage Report event on Wednesday, January 27, 2016, from 5:30 p.m. to 9:00 p.m. at the Main Library Branch, 2600 Central Blvd. The event would feature presentations on Brownsville's watersheds and hydrography, the City's stormwater program, how a stormwater system can assist drainage efforts, and how the community can assist in keeping the drainage system working at its optimal level. She recognized and congratulated the Brownsville Firefighters Pipes and Drums for their participation at the Dallas Cowboys' First Responder Appreciation Halftime Show on Sunday, January 3, 2016.

3. 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 "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.**
- 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)**
- 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)**
- 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)**
- 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)**

* * * * *

PUBLIC HEARINGS:

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

Mr. Peter Goodman, Downtown Manager, and Mr. Roman McAllen, Heritage Officer, delivered a PowerPoint presentation in regards to the Historic Preservation Plan.

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 2016-1100.56, be **adopted** at first reading, to readopt the Historic Preservation Plan for 2016. The motion was seconded by Commissioner John Villarreal and carried unanimously.

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)

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance, noting that the current zoning was Medium Retail G, and the applicant was requesting to rezone to Light Retail G for a Specific use permit for the purpose of a used car lot, and further noting that the Planning and Zoning Commission recommended approval of the proposed ordinance.

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

Commissioner Cesar de Leon moved that Ordinance Number 235-2015-041-S, be **adopted** at first reading, 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) The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

6. 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. (District 4)

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance, noting that the current zoning was Dwelling Z, and the applicant was requesting to rezone 3.68 acres to General Retail G, and further noting that the Planning and Zoning Commission recommended approval of the proposed ordinance.

Upon motion by Commissioner 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 235-2015-045, be **adopted** at first reading, 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. (District 4) The motion was seconded by Commissioner John Villarreal and carried unanimously.

7. 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. (District 4)

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance, noting that the current zoning was Dwelling Z, and the applicant was requesting to rezone 3.68 acres to General Retail G, for the purpose use of a Used parts sale and storage warehouse, 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 Cesar de Leon and carried unanimously, the public hearing was **closed**.

Commissioner Jessica Tetreau moved that Ordinance Number 235-2015-045-S, be **adopted** at first reading, 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. (District 4) The motion was seconded by Commissioner Cesar de Leon and carried unanimously.

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)

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance, noting that the current zoning was Dwelling Z, and the applicant was requesting a Specific Use permit, 26.826 acres, to allow a Mobile Home Park type B for 136 lots, and further noting that the Planning and Zoning Commission recommended approval of the proposed ordinance.

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

Commissioner Cesar de Leon moved that Ordinance Number 235-2015-046-S, be **adopted** at first reading, 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 motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

9. 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 Jardin Subdivision Share 19 located at 1661 Old Port Isabel Road. (District 2)

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance, noting that the current zoning was Apartment H, and the applicant was requesting to rezone 1.84 acres to Light Retail H, and further noting that the Planning and Zoning Commission recommended approval of the proposed ordinance.

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

Commissioner Jessica Tetreau moved that Ordinance Number 235-2015-047, be **adopted** at first reading, to rezone from Apartment “H” (AH) to Light Retail “H” (2CH) for 1.84 acres for Block 34 of El Jardin Subdivision Share 19 located at 1661 Old Port Isabel Road. (District 2) The motion was seconded by Commissioner Cesar de Leon and carried unanimously.

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)

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance, noting that the current zoning was Apartment G, and the applicant was requesting to rezone 1.14 acres to Apartment H, which “G” only allowed a maximum of 12.5 units, and “H” would allow a

maximum of 25 units, further noting that the Planning and Zoning Commission recommended approval of the proposed ordinance.

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

Commissioner Cesar de Leon moved that Ordinance Number 235-2015-048, be **adopted** at first reading, 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) The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

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)

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance, noting that the current zoning was Dwelling G, and the applicant was requesting to rezone 1.796 acres to General Retail G, and further noted that the Planning and Zoning Commission recommended approval of the proposed ordinance.

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

Commissioner Cesar de Leon moved that Ordinance Number 235-2015-050, be **adopted** at first reading, 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 motion was seconded by Commissioner John Villarreal and carried unanimously.

NOTE: City Secretary Michael L. Lopez requested that the full reading of the Agenda Text be waived for Items 12-18 as they have been posted as required. Approval was given.

**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.**

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance noting, that the current zoning was Light Industrial J (7CJ) and Dwelling G (DG), and the

City was requesting to rezone to Dwelling A (DA), to prevent any Light Industrial going into a neighborhood, further noting that the Planning and Zoning Commission recommended approval.

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

Commissioner Cesar de Leon moved that Ordinance Number 235-2016-901, be **adopted** at first reading, 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. The motion was seconded by Commissioner John Villarreal and carried unanimously.

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), 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.

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance noting, that the current zoning was Light Industrial J (7CJ), and the City was requesting to rezone to Apartment G (AG), further noting that the Planning and Zoning Commission recommended approval.

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

Commissioner Cesar de Leon moved that Ordinance Number 235-2016-902, be **adopted** at first reading, 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. The motion was seconded by Commissioner John Villarreal and carried unanimously.

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.

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance noting, that the current zoning was Light Industrial J (7CJ), and the City was requesting to rezone to General Retail G (4CG), further noting that the Planning and Zoning Commission recommended approval.

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

Commissioner Cesar de Leon moved that Ordinance Number 235-2016-903, be **adopted** at first reading, 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. The motion was seconded by Commissioner John Villarreal and carried unanimously.

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.

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance noting, that the current zoning was Light Industrial J (7CJ), and the City was requesting to rezone to General Retail G (4CG), further noting that the Planning and Zoning Commission recommended approval.

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

Commissioner Cesar de Leon moved that Ordinance Number 235-2016-904, be **adopted** at first reading, 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. The motion was seconded by Commissioner John Villarreal and carried unanimously.

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.

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance noting, that the current zoning was Light Industrial J (7CJ), and the City was requesting to rezone to General Retail J (4CJ), further noting that the Planning and Zoning Commission recommended approval.

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

Commissioner Cesar de Leon moved that Ordinance Number 235-2016-905, be **adopted** at first reading, 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. The motion was seconded by Commissioner Ricardo Longoria, Jr., and carried unanimously.

17. 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.**

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance noting, that the current zoning was Light Industrial J (7CJ), and the City was requesting to rezone to Dwelling G (DG), further noting that the Planning and Zoning Commission recommended approval.

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

Commissioner Jessica Tetreau moved that Ordinance Number 235-2016-906, be **adopted** at first reading, 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. The motion was seconded by Commissioner Ricardo Longoria, Jr., and carried unanimously.

**18. 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.**

Ms. Constanza Miner, Planning Director of Operations, gave a brief explanation of the ordinance noting, that the current zoning was Light Industrial J (7CJ), and the City was requesting to rezone to Dwelling G (DG), further noting that the Planning and Zoning Commission recommended approval.

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

Commissioner Cesar de Leon moved that Ordinance Number 235-2016-907, be **adopted** at first reading, 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. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

* * * * *

19. PUBLIC COMMENT PERIOD: PLEASE NOTE:

Mr. Eloy Garcia, desired that the City of Brownsville would become a solar City early this year.

ACTION ITEMS:

20. Consideration and ACTION regarding the Brownsville Community Improvement Corporation (BCIC) Project funding recommendations for the Fiscal Year (FY) 2015-Cycle 2.

Ms. Cori Pena, Brownsville Community Improvement Corporation Project Coordinator, delivered a PowerPoint presentation regarding the funding recommendations for the Fiscal Year (FY) 2015 Cycle 2.

Commissioner Ricardo Longoria, Jr., moved that Brownsville Community Improvement Corporation (BCIC) Project funding recommendations for the Fiscal Year (FY) 2015-Cycle 2, be **approved**. The motion was seconded by Commissioner John Villarreal and carried unanimously.

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.

Mr. Edgar Garcia, Grants Assistant Director, gave a brief explanation of the Memorandum of Understanding, noting the purpose of the grant, and further noting 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.

Commissioner John Villarreal moved that the 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, be **approved**. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

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.

Mr. Jose Figueroa, Environmental Coordinator, gave a brief explanation of the Interlocal Membership Agreement, noting that both entities desired to accomplish the goals of responding and complying with the rules with the Texas Commission on Environmental Quality Phase II Stormwater.

Commissioner Cesar de Leon moved that 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, be **adopted**. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

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.

Ms. Damaris McGlone, Parks and Recreation Department, noted that the grant would give the department the opportunity to expand the Bike Program, and bicycle safety through education and enforcement of proper road use.

Commissioner John Villarreal moved that 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, be **approved**. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

* * * * *

ADJOURNMENT:

There being no further business to come before the Commission, upon duly made motion, the meeting adjourned at 7:06 p.m.

Approved this 2nd day of February, 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



Submit

AGENDA REQUEST FORM

Item Number: **5b.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Fire

CONTACT Joseph D. Horn

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--	---	---	--	---

Brief Description of Agenda Item:

Consideration and action for authorization for Assistant Chief Cesar J. Pedraza to attend the Texas Association of Fire Educators on February 10 - 12, 2016 at the Holiday Inn Marina in Corpus Christi, Texas.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

Date: _____



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: 01/21/2016

FROM: Joseph D. Horn

DEPARTMENT Fire

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

Cesar J. Pedraza

Assistant Chief

EMPLOYEE NAME

POSITION

1. Destination: Corpus Christi, Texas
2. Est. date and time leaving: 02/10/2016 Est. date and time returning: 02/12/2016
3. Transportation mode: City Vehicle Private Vehicle Airplane (scheduled) No Transportation Cost

4. Purpose of Trip:

To attend the Texas Association of Fire Educators.

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

This will allow Assistant Chief Cesar J. Pedraza to assist in training of our firefighters. This conference will provide the resources we need in training techniques.

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>50.00</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>120.75</u> per night x (1) person | \$ <u>241.50</u> |
| d. Registration Fees | \$ <u>175.00 - pre paid</u> per person x (1) person | \$ <u>175.00</u> |
| e. Other costs (explain) | _____ | \$ _____ |
| TOTAL: | | \$ <u>614.00</u> |

8. I HEREBY REQUEST AN ADVANCE OF \$ 439.00 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 29,677.68 as of this date.

10. This request is hereby APPROVED DENIED The Accounting Department is instructed to issue a check in the amount of \$ 439.00 as an advance expense.

/S/ _____
Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 Attending the Texas Association of Fire Educators
 in Corpus Christi, Texas
 From February 10 - 12, 2016
 The Daily Meal & IE Corpus Christi, TX, is \$59

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
Feb. 10, 2016	Wednesday	0.00	44.25	44.25
Feb. 11, 2016	Thursday	0.00	59.00	59.00
Feb. 12, 2016	Friday	0.00	44.25	44.25
Feb. 13, 2016	Saturday	0.00	0.00	0.00
Feb. 14, 2016	Sunday	0.00	0.00	0.00
Feb. 15, 2016	Monday	0.00	0.00	0.00
Total Meal & IE Allowance		<u>0.00</u>	<u>147.50</u>	<u>147.50</u>

*****Each employee will be receiving the same Per Diem amount.**

Nightly Lodging from Feb. 10-12, 2016 and checked out on Feb. 12, 2016.

Wednesday, Feb. 10, 2016 (first day), and Feb. 12, 2016 (last day) were traveling days.

**2016
TAFE Conference
Feb 10-12, 2016**



February 10th & 11th

3:00 pm till 6:00 pm

Vendor Showcase, Slider & Seafood bar

Texas Association of Fire Educators
P.O. Box 4742
Corpus Christi, Texas 78469
txtafe@gmail.com

President Chuck French
Nacogdoches Fire & Rescue
936-553-4006

Save the Date!

Feb. 10-12, 2016

**Texas Association
of Fire Educators
invite you to participate
in the 2016 TAFE Conference
& Vendor Showcase.**

*Information and registration for
vendors and attendees
can be found
at tafe.org*

Feb. 10 - 12, 2016

Keynote Speaker:

Chief (ret.) Rick Lasky

Featured Speakers include:

Fire Chief Brian Brush – Edmond, OK

Batt. Chief George Glenn

Capt. Robert Webb – FWFD

Fire Chief Michael Walker – OKFD

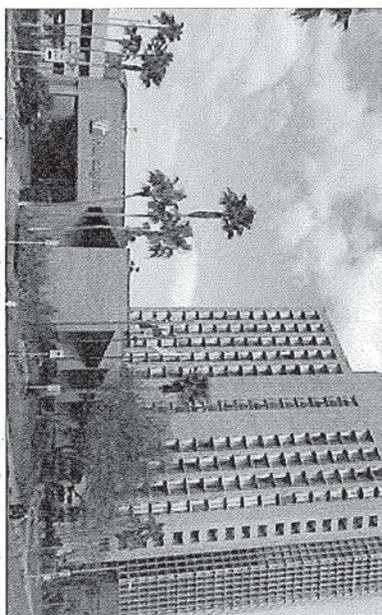
Lt. Jim Reidy – SAFFD

TEEX Round table Discussions

Houston Fire Department and more!

TCFP & TCOLE CE credits can be

earned through TEEX.



February 10-12, 2016

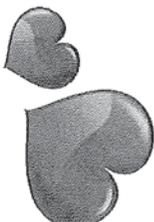
**Holiday Inn Marina,
Corpus Christi, TX**

For reservations call:
(361) 452-5080

Use reference code: "TA1"

**Block Room Prices
available thru Jan 13, 2016**

**Holiday Day Inn has
special Valentine's
Weekend Packages!**



**Full Conference price is
only \$175.00**

Come and join us for great training & professional networking with the best Fire Personnel in the country!
For more information and registration please visit our website at: www.tafe.org



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/02/2016 ITEM NUMBER: **5b.**

DEPT. MAKING REQUEST: Parks and Recreation DATE SUBMITTED: 01/21/2016

CONTACT PERSON(S) NAME: Damaris McGlone - Parks Director Damaris McGlone
Digitally signed by Damaris McGlone
 DN: cn=Damaris McGlone, o=Parks,
 ou=PA&D,
 email=damaris.mcgclone@cob.us, c=US
 Date: 2016.01.11 16:16:24 -0500

PHONE: 956-542-2064 FAX: 956-982-1049 E-MAIL: damaris.mcgclone@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 Damaris McGlone, Parks & Recreation Director & Shannon Guerrero, Recreation & Events Coordinator to attend the Sand, Seas & Strategies for Tomorrow (TRAPS) Texas Recreation & Park Society Institute and EXPO 2016 Conference in Galveston, Texas on March 01-March 04, 2015.

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: 01/21/2016

FROM: Damaris McGlone

DEPARTMENT Parks and Recreation

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

Damaris McGlone

Parks and Recreation Director

EMPLOYEE NAME

POSITION

1. Destination: Galveston, Texas
2. Est. date and time leaving: 03/01/2016 Est. date and time returning: 03/04/2016
3. Transportation mode: City Vehicle Private Vehicle Airplane (scheduled) No Transportation Cost

4. Purpose of Trip:

Attend the 2016 Texas Recreation & Park Society (TRAPS) Annual Institute & Expo Conference

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

The anticipated benefit for this conference will be the information and the many connections we can make with other TRAPS members. We as a City Parks and Recreation District will get to see and hear about new ideas of parks and recreation and trends throughout the state and nation. The power of this conference is the ability to learn a lot of information in such a short amount of time. This will be very beneficial because we can gain lots of information and then have meetings with all the staff to pass that information along. Incorporate this information to the division heads in our weekly meetings and then those heads can pass information on to their staff.

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) mileage | \$ <u>150.55</u> |
| b. Meals: | PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL] | \$ <u>224.00</u> |
| c. Lodging | \$ <u>148.35x3</u> per night x (1) person | \$ <u>(445.05)</u> |
| d. Registration Fees | \$ _____ per person x (1) person | \$ <u>0.00</u> |
| e. Other costs (explain) | _____ | \$ <u>0.00</u> |
| TOTAL: | | \$ <u>374.55</u> |

8. I HEREBY REQUEST AN ADVANCE OF \$ 374.55 FOR THE PURPOSE OF THIS TRIP.

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

9. Charges to be made to line item # 01-510 - 767 which has a balance of \$ 4,000.00 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: 01/21/2016

FROM: Damaris McGlone

DEPARTMENT Parks and Recreation

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

Shannon Guerrero

Recreation & Events Coordinator

EMPLOYEE NAME

POSITION

1. Destination: Galveston, Texas
2. Est. date and time leaving: 03/01/2016 Est. date and time returning: 03/04/2016
3. Transportation mode: City Vehicle Private Vehicle Airplane (scheduled) No Transportation Cost

4. Purpose of Trip:

Attend the 2016 Texas Recreation & Park Society (TRAPS) Annual Institute & Expo Conference

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

The anticipated benefit for this conference will be the information and the many connections we can make with other TRAPS members. We as a City Parks and Recreation District will get to see and hear about new ideas of parks and recreation and trends throughout the state and nation. The power of this conference is the ability to learn a lot of information in such a short amount of time. This will be very beneficial because we can gain lots of information and then have meetings with all the staff to pass that information along. Incorporate this information to the division heads in our weekly meetings and then those heads can pass information on to their staff.

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>0.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>224.00</u>
c. Lodging \$ _____ per night x (1) person	\$ <u>0.00</u>
d. Registration Fees \$ <u>(240.00)</u> per person x (1) person	\$ <u>(240.00)</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>224.00</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 224.00 FOR THE PURPOSE OF THIS TRIP.

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

9. Charges to be made to line item # 01-511 - 770 which has a balance of \$ 2,000.00 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

2016 TRAPS ANNUAL INSTITUTE & EXPO

February 29 - March 4 Galveston, TX

Name: Damaris McGlone Agency/Organization: City of Brownsville PARD

Title: Parks & Recreation Director Email: damaris.mcglone@cob.us

Address: 1338 E. 8th St. City: Brownsville State: TX. Zip: 78520

Telephone: 956-542-2064 Fax: 956-982-1049 Special Accommodations Request (Diet, Mobility, etc): _____

Emergency Contact Name: Dax Eymard Emergency Contact Phone number: 956-592-4216

Membership Status: TRAPS Member NRPA Member/SW Region Texas Parks & Wildlife Non-Member

Are you : Executive (Policy/Decision Maker)
 Professional Park Recreation
 Staff Student Retired
 Other _____ First Timer

Please Circle Selection	Member		Non-Member		Total
	Early Bird On or Before 2/5	After 2/5	Early Bird On or Before 2/5	After 2/5	
Introductory Professional Membership <small>(applies to first time members only)</small>	n/a	n/a	\$55	\$55	
Institute Packages*					
Full Institute Package	\$250	\$340	\$350	\$440	(240.00)
Student Full Institute Package	\$145	\$160	\$195	\$210	
Retired Professionals Full Institute Package	\$145	\$160	\$220	\$235	
Daily Packages**					
Daily - Wednesday <small>(includes Social Ticket)</small>	\$120	\$170	\$220	\$270	
Daily - Thursday <small>(includes Lunch and Dinner Ticket)</small>	\$120	\$170	\$220	\$270	
Pre-Institute Seminars					
CPSI Course (Feb 29 - March 1)	\$380	\$380	\$430	\$430	
CPSI Exam (March 2)	\$125	\$125	\$125	\$125	
TR Pre-Institute (March 1)	\$30	\$30	\$30	\$30	
TPW - Boating Education Instructor Training (March 1)	\$25	\$25	\$25	\$25	
Tours & Events					
Golf Tournament (March 1) <small>Attach Team Members List if already on a TEAM</small>	\$85	\$85	\$85	\$85	
Schlitterbahn Water Park Tour (March 4)	\$10	\$10	\$10	\$10	
Moody Gardens Aquarium Tour (March 4)	\$30	\$30	\$30	\$30	
Bolivar Peninsula Tour (March 4)	\$10	\$10	\$10	\$10	
Event Tickets***					
Welcome Social (March 2)	\$50	\$50	\$50	\$50	
Lunch with Exhibitors (March 3)	\$30	\$30	\$30	\$30	
Awards Dinner (March 3)	\$65	\$65	\$65	\$65	
Total					0.00

REGISTRATION:

After February 24, do not mail or fax registration. Full price with payment will be accepted on-site in Galveston.

ALL PAYMENTS MUST BE MADE PRIOR TO THE START OF THE CONFERENCE.

Ways to Register:

1) Mail - complete the registration form and mail with payment to:

TRAPS Institute Registration, PO Box 5188,
Jonestown, TX 78645

2) Online at www.traps.org

3) By Fax (512) 267-5557

We Accept Visa, MasterCard and Discover **ONLY**.

Make checks payable to "TRAPS Institute Registration."

REFUND POLICY:

80% refund before February 5, 2016. After February 5, no refunds will be given, but a delegate substitution will be allowed.

*Includes education sessions, CEUs, exhibit hall admission and all social events, unless specifically designated as requiring a separate ticket.

**Includes education sessions, CEUs, exhibit hall admission (no social events are included unless specified - individual tickets may be purchased below).

***All socials are included in full packets. Individuals not purchasing a full packet or those wishing for extras may purchase tickets to any individual social/meal event.

Questions: Please call (512) 267-5550 if you have any questions.

TRAPS Agency Members' One Free Full Packet Registration

2016 TRAPS ANNUAL INSTITUTE & EXPO

February 29 - March 4 Galveston, TX

Name: Shannon Guerrero Agency/Organization: City of Brownsville PARD

Title: Recreation & Events Coordinator Email: shannon.guerrero@cob.us

Address: 1338 E. 8th St. City: Brownsville State: TX Zip: 78520

Telephone: 956-655-1065 Fax: 956-982-1049 Special Accommodations Request (Diet, Mobility, etc): n/a

Emergency Contact Name: _____ Emergency Contact Phone number: _____

Membership Status: TRAPS Member NRPA Member/SW Region Texas Parks & Wildlife Non-Member

Are you : Executive (Policy/Decision Maker)
 Professional Park Recreation
 Staff Student Retired
 Other _____ First Timer

Please Circle Selection	Member		Non-Member		Total
	Early Bird On or Before 2/5	After 2/5	Early Bird On or Before 2/5	After 2/5	
Introductory Professional Membership <small>(applies to first time members only)</small>	n/a	n/a	\$55	\$55	
Institute Packages*					
<i>Receive a \$10 discount on Full Institute Packages if you register before December 4th</i>					
Full Institute Package	\$250	\$340	\$350	\$440	240.00
Student Full Institute Package	\$145	\$160	\$195	\$210	
Retired Professionals Full Institute Package	\$145	\$160	\$220	\$235	
Daily Packages**					
Daily - Wednesday <small>(includes Social Ticket)</small>	\$120	\$170	\$220	\$270	
Daily - Thursday <small>(includes Lunch and Dinner Ticket)</small>	\$120	\$170	\$220	\$270	
Pre-Institute Seminars					
CPSI Course (Feb 29 - March 1)	\$380	\$380	\$430	\$430	
CPSI Exam (March 2)	\$125	\$125	\$125	\$125	
TR Pre-Institute (March 1)	\$30	\$30	\$30	\$30	
TPW - Boating Education Instructor Training (March 1)	\$25	\$25	\$25	\$25	
Tours & Events					
Golf Tournament (March 1) <small>Attach Team Members List if already on a TEAM</small>	\$85	\$85	\$85	\$85	
Schlitterbahn Water Park Tour (March 4)	\$10	\$10	\$10	\$10	
Moody Gardens Aquarium Tour (March 4)	\$30	\$30	\$30	\$30	
Bolivar Peninsula Tour (March 4)	\$10	\$10	\$10	\$10	
Event Tickets***					
Welcome Social (March 2 Dinner)	\$50	\$50	\$50	\$50	
Lunch with Exhibitors (March 3)	\$30	\$30	\$30	\$30	
Awards Dinner (March 3)	\$65	\$65	\$65	\$65	
Less Discount for Full Institute Package purchased before December 4th					
Total					240.00

REGISTRATION:

After February 24, do not mail or fax registration. Full price with payment will be accepted on-site in Galveston.

ALL PAYMENTS MUST BE MADE PRIOR TO THE START OF THE CONFERENCE.

Ways to Register:

1) Mail - complete the registration form and mail with payment to:

TRAPS Institute Registration, PO Box 5188,
Jonestown, TX 78645

2) Online at www.traps.org

3) By Fax (512) 267-5557

We Accept Visa, MasterCard and Discover **ONLY**.

Make checks payable to "TRAPS Institute Registration."

REFUND POLICY:

80% refund before February 5, 2016. After February 5, no refunds will be given, but a delegate substitution will be allowed.

*Includes education sessions, CEUs, exhibit hall admission and all social events, unless specifically designated as requiring a separate ticket.

**Includes education sessions, CEUs, exhibit hall admission (no social events are included unless specified - individual tickets may be purchased below).

***All socials are included in full packets. Individuals not purchasing a full packet or those wishing for extras may purchase tickets to any individual social/meal event.

Questions: Please call (512) 267-5550 if you have any questions.

**★ Register by Dec. 4 ★
and receive \$10 discount on
Full Institute Package.**

Credit Card Visa MasterCard Discover

Card Number _____ Expiration Date _____ Purchase Amt. _____

Name on Card _____ Security Code (3 digit) _____

Billing Street Address _____ City _____ State _____ Zip _____

Billing Phone _____ Signature of Card Holder _____

Email Address for receipt _____



SAND & SEAS

& STRATEGIES FOR TOMORROW

TEXAS RECREATION & PARK SOCIETY INSTITUTE AND EXPO

Galveston 2016 • February 29-March 4

Invitation from Barbara Sanderson, Director, Parks and Recreation Department

It is my pleasure on behalf of the City of Galveston Parks and Recreation Department to invite the Texas Recreation & Park Society to Galveston for the 2016 TRAPS Institute and Expo. It has been many years since the convention has been in Galveston, and we are excited about welcoming you back to the Island.



Galveston is a great and exciting place to hold a convention, with many island attractions, such as the Galveston Island Pleasure Pier, Schlitterbahn Waterpark, Moody Gardens and

much more. Not only are you close to many great entertainment attractions, but you are also right at the beach and minutes away from the Historic Downtown Strand shopping. It is a fantastic place to mix business and pleasure for the entire family.



Mark your calendar, February 29-March 4, and plan to join us for the 2016 TRAPS Institute at the San Luis Resort and the Galveston Convention Center for education, networking and relaxation ... it's island time.

TOURS

Behind the Scenes of Schlitterbahn Waterpark

Friday, March 4, 9 a.m.-noon

FEE: \$10 per person

Schlitterbahn Waterpark Galveston Island has more than 35 water adventures under one roof. The tour will focus on the various aspects of the Waterpark, such as:

- The entertainment and adventure components, e.g., "Transportainment" River System (tube floating) to Boogie Bahn, the surf ride
- Operations challenges and best practices
- Marketing to a variety of guests

At Schlitterbahn Waterpark in Galveston, 3.5 million gallons of water are used to fill the entire park. The park recaptures, filters and reuses 97 percent of that water. As for the remaining 3 percent, it leaves the park either on guests or through evaporation into the air. They don't have to add water to the park as often as one would think, as the attractions are built on top of each other and the water gets recycled throughout the park. A main filter complex treats much of the park, and all of the children's areas and heated pools have their own dedicated filter systems.

A full-time water quality staff makes sure that all of the water across the park is clean and the chemical levels are on point.

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 During The 2016 TRAPS Annual Institute & Expo Conference
 in Galveston, Texas
 From March 01 Through March 4, 2016
 The Daily Meal & IE Galveston, Texas, is \$64.00
 for Damaris McGlone

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
Mar. 01, 2016	Tuesday	0.00	48.00	48.00
Mar. 02, 2016	Wednesday	64.00	0.00	64.00
Mar. 03, 2016	Thursday	64.00	0.00	64.00
Mar. 04, 2016	Friday	0.00	48.00	48.00
Total Meal & IE Allowance		<u>128.00</u>	<u>96.00</u>	<u>224.00</u>

Nightly lodging from March 01 - March 03, 2016 and check out on Friday, March 04, 2016. Tuesday, March 01 (first day), and Friday, March 04, 2016 (last day) were traveling days.

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 During The 2016 TRAPS Annual Institute & Expo Conference
 in Galveston, Texas
 From March 01 Through March 4, 2016
 The Daily Meal & IE Galveston, Texas, is \$64.00
 for Shannon Guerrero

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
Mar. 01, 2016	Tuesday	0.00	48.00	48.00
Mar. 02, 2016	Wednesday	64.00	0.00	64.00
Mar. 03, 2016	Thursday	64.00	0.00	64.00
Mar. 04, 2016	Friday	0.00	48.00	48.00
Total Meal & IE Allowance		<u>128.00</u>	<u>96.00</u>	<u>224.00</u>

Nightly lodging from March 01 - March 03, 2016 and check out on Friday, March 04, 2016. Tuesday, March 01 (first day), and Friday, March 04, 2016 (last day) were traveling days.



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/02/2016 ITEM NUMBER: 5b.

DEPT. MAKING REQUEST: Parks & Recreation DATE SUBMITTED: 01/21/2016

CONTACT PERSON(S) NAME: Damaris McGlone - Parks Director Damaris McGlone

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

Digitally signed by Damaris McGlone
DN: cn=Damaris McGlone, o=Parks,
ou=PA&D,
email=damaris.mcglone@cob.us, c=US
Date: 2016.01.11 17:08:39 -0500

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 Mr. Cory Vander Veen, Assistant Parks & Recreation Director & Mr. Daniel Salinas, Parks Operations Manager to attend the Texas Recreation & Park Society (TRAPS) 2016 Certified Playground Safety Inspector Course & Exam Annual Institute & EXPO 2016 Conference in Galveston, Texas on February 28-March 04, 2015.

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
---	-----------------------



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: 01/21/2016

FROM: Damaris McGlone

DEPARTMENT Parks and Recreation

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

Cory Vander Veen

Assistant Parks & Recreation Director

EMPLOYEE NAME

POSITION

1. Destination: Galveston, Texas

2. Est. date and time leaving: February 28, 2016

Est. date and time returning: March 04, 2016

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

4. Purpose of Trip:

Attend the 2016 Texas Recreation & Park Society (TRAPS) Annual Institute & Expo Conference

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

The anticipated benefit for this conference will be the information and the many connections we can make with other TRAPS members. We as a City Parks and Recreation district will get to see and hear about new ideas of parks and recreation and trends throughout the state and nation. We can talk with speakers and other Cities of how they deal with issues and we can help them with the ways we operate and function as a district. The power of this conference is the ability to learn a lot of information in such a short amount of time. ~~This will be very beneficial because we can gain lots of information and then have meetings with all the staff to pass that information along. Incorporate this information to the division heads in our weekly meetings and then those heads can pass information on to their staff.~~

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>fuel</u>	\$ <u>125.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>352.00</u>
c. Lodging \$ <u>136.85x5</u> per night x (1) person	\$ <u>684.25</u>
d. Registration Fees \$ <u>(745.00)</u> per person x (1) person	\$ <u>(745.00)</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>1,161.25</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 1,161.25 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 01-510 - 770 which has a balance of \$ 4,000.00 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: 01/21/2016

FROM: Damaris McGlone

DEPARTMENT Parks and Recreation

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

Daniel Salinas

Parks Operations Manager

EMPLOYEE NAME

POSITION

1. Destination: Galveston, Texas

2. Est. date and time leaving: February 28, 2016

Est. date and time returning: March 04, 2016

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

4. Purpose of Trip:

Attend the 2016 Texas Recreation & Park Society (TRAPS) Annual Institute & Expo Conference

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

The anticipated benefit for this conference will be the information and the many connections we can make with other TRAPS members. We as a City Parks and Recreation district will get to see and hear about new ideas of parks and recreation and trends throughout the state and nation. We can talk with speakers and other Cities of how they deal with issues and we can help them with the ways we operate and function as a district. The power of this conference is the ability to learn a lot of information in such a short amount of time. This will be very beneficial because we can gain lots of information and then have meetings with all the staff to pass that information along. Incorporate this information to the division heads in our weekly meetings and then those heads can pass information on to their staff.

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: Description and Estimated Cost to the City. Rows include Transportation, Meals, Lodging, Registration Fees, Other costs, and a TOTAL row.

8. I HEREBY REQUEST AN ADVANCE OF \$ 352.00 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: [Signature] * Employee Signatures: [Signature]

9. Charges to be made to line item # 01-512 - 770 which has a balance of \$ 2,500.00 as of this date.

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

/s/ Finance Director

2016 TRAPS ANNUAL INSTITUTE & EXPO

February 29 - March 4 Galveston, TX

Name: Cory Vander Veen Agency/Organization: City of Brownsville PARD

Title: Assistant Parks & Recreation Director Email: cory.vander.veen@cob.us

Address: 1338 E. 8th St. City: Brownsville State: TX. Zip: 78520

Telephone: 956-455-7729 Fax: 956-982-1049 Special Accommodations Request (Diet, Mobility, etc): n/a

Emergency Contact Name: Kelsey Vander Veen Emergency Contact Phone number: 719-393-3387

Membership Status: TRAPS Member NRPA Member/SW Region Texas Parks & Wildlife Non-Member

Are you : Executive (Policy/Decision Maker)
 Professional Park Recreation
 Staff Student Retired
 Other _____ First Timer

Please Circle Selection	Member		Non-Member		Total
	Early Bird On or Before 2/5	After 2/5	Early Bird On or Before 2/5	After 2/5	
Introductory Professional Membership <small>(applies to first time members only)</small>	n/a	n/a	\$55	\$55	
Institute Packages*					
<i>Receive a \$10 discount on Full Institute Packages if you register before December 4th</i>					
Full Institute Package	\$250	\$340	\$350	\$440	240.00
Student Full Institute Package	\$145	\$160	\$195	\$210	
Retired Professionals Full Institute Package	\$145	\$160	\$220	\$235	
Daily Packages**					
Daily - Wednesday <small>(includes Social Ticket)</small>	\$120	\$170	\$220	\$270	
Daily - Thursday <small>(includes Lunch and Dinner Ticket)</small>	\$120	\$170	\$220	\$270	
Pre-Institute Seminars					
CPSI Course (Feb 29 - March 1)	\$380	\$380	\$430	\$430	380.00
CPSI Exam (March 2)	\$125	\$125	\$125	\$125	125.00
TR Pre-Institute (March 1)	\$30	\$30	\$30	\$30	
TPW - Boating Education Instructor Training (March 1)	\$25	\$25	\$25	\$25	
Tours & Events					
Golf Tournament (March 1) <small>Attach Team Members List if already on a TEAM</small>	\$85	\$85	\$85	\$85	
Schlitterbahn Water Park Tour (March 4)	\$10	\$10	\$10	\$10	
Moody Gardens Aquarium Tour (March 4)	\$30	\$30	\$30	\$30	
Bolivar Peninsula Tour (March 4)	\$10	\$10	\$10	\$10	
Event Tickets***					
Welcome Social (March 2 Dinner)	\$50	\$50	\$50	\$50	
Lunch with Exhibitors (March 3)	\$30	\$30	\$30	\$30	
Awards Dinner (March 3)	\$65	\$65	\$65	\$65	
Less Discount for Full Institute Package purchased before December 4th					
Total					745.00

REGISTRATION:
After February 24, do not mail or fax registration. Full price with payment will be accepted on-site in Galveston.
ALL PAYMENTS MUST BE MADE PRIOR TO THE START OF THE CONFERENCE.

Ways to Register:
 1) Mail - complete the registration form and mail with payment to:
 TRAPS Institute Registration, PO Box 5188, Jonestown, TX 78645
 2) Online at www.traps.org
 3) By Fax (512) 267-5557

We Accept Visa, MasterCard and Discover **ONLY**.
 Make checks payable to "TRAPS Institute Registration."

REFUND POLICY:
 80% refund before February 5, 2016. After February 5, no refunds will be given, but a delegate substitution will be allowed.
 *Includes education sessions, CEUs, exhibit hall admission and all social events, unless specifically designated as requiring a separate ticket.
 **Includes education sessions, CEUs, exhibit hall admission (no social events are included unless specified - individual tickets may be purchased below).
 ***All socials are included in full packets. Individuals not purchasing a full packet or those wishing for extras may purchase tickets to any individual social/meal event.

Questions: Please call (512) 267-5550 if you have any questions.

★ Register by Dec. 4 ★
 and receive \$10 discount on
 Full Institute Package.

Credit Card Visa MasterCard Discover

Card Number _____ Expiration Date _____ Purchase Amt. _____
 Name on Card _____ Security Code (3 digit) _____
 Billing Street Address _____ City _____ State _____ Zip _____
 Billing Phone _____ Signature of Card Holder _____
 Email Address for receipt _____

2016 TRAPS ANNUAL INSTITUTE & EXPO

February 29 - March 4 Galveston, TX

Name: Daniel Salinas Agency/Organization: City of Brownsville PARD

Title: Parks Operations Manager Email: daniel.salinas@cob.us

Address: 1338 E. 8th St. City: Brownsville State: TX Zip: 78520

Telephone: 956-346-2703 Fax: 956-982-1049 Special Accommodations Request (Diet, Mobility, etc): n/a

Emergency Contact Name: _____ Emergency Contact Phone number: _____

Membership Status: TRAPS Member NRPA Member/SW Region Texas Parks & Wildlife Non-Member

Are you : Executive (Policy/Decision Maker)
 Professional Park Recreation
 Staff Student Retired
 Other _____ First Timer

Please Circle Selection	Member		Non-Member		Total
	Early Bird On or Before 2/5	After 2/5	Early Bird On or Before 2/5	After 2/5	
Introductory Professional Membership <small>(applies to first time members only)</small>	n/a	n/a	\$55	\$55	
Institute Packages*					
<i>Receive a \$10 discount on Full Institute Packages if you register before December 4th</i>					
Full Institute Package	\$250	\$340	\$350	\$440	250.00
Student Full Institute Package	\$145	\$160	\$195	\$210	
Retired Professionals Full Institute Package	\$145	\$160	\$220	\$235	
Daily Packages**					
Daily - Wednesday <small>(includes Social Ticket)</small>	\$120	\$170	\$220	\$270	
Daily - Thursday <small>(includes Lunch and Dinner Ticket)</small>	\$120	\$170	\$220	\$270	
Pre-Institute Seminars					
CPSI Course (Feb 29 - March 1)	\$380	\$380	\$430	\$430	380.00
CPSI Exam (March 2)	\$125	\$125	\$125	\$125	125.00
TR Pre-Institute (March 1)	\$30	\$30	\$30	\$30	
TPW - Boating Education Instructor Training (March 1)	\$25	\$25	\$25	\$25	
Tours & Events					
Golf Tournament (March 1) <small>Attach Team Members List if already on a TEAM</small>	\$85	\$85	\$85	\$85	
Schlitterbahn Water Park Tour (March 4)	\$10	\$10	\$10	\$10	
Moody Gardens Aquarium Tour (March 4)	\$30	\$30	\$30	\$30	
Bolivar Peninsula Tour (March 4)	\$10	\$10	\$10	\$10	
Event Tickets***					
Welcome Social (March 2 Dinner)	\$50	\$50	\$50	\$50	
Lunch with Exhibitors (March 3)	\$30	\$30	\$30	\$30	
Awards Dinner (March 3)	\$65	\$65	\$65	\$65	
Less Discount for Full Institute Package purchased before December 4th					
Total					755.00

REGISTRATION:

After February 24, do not mail or fax registration. Full price with payment will be accepted on-site in Galveston.

ALL PAYMENTS MUST BE MADE PRIOR TO THE START OF THE CONFERENCE.

Ways to Register:

1) Mail - complete the registration form and mail with payment to:

TRAPS Institute Registration, PO Box 5188,
Jonestown, TX 78645

2) Online at www.traps.org

3) By Fax (512) 267-5557

We Accept Visa, MasterCard and Discover **ONLY**.

Make checks payable to "TRAPS Institute Registration."

REFUND POLICY:

80% refund before February 5, 2016. After February 5, no refunds will be given, but a delegate substitution will be allowed.

*Includes education sessions, CEUs, exhibit hall admission and all social events, unless specifically designated as requiring a separate ticket.

**Includes education sessions, CEUs, exhibit hall admission (no social events are included unless specified - individual tickets may be purchased below).

***All socials are included in full packets. Individuals not purchasing a full packet or those wishing for extras may purchase tickets to any individual social/meal event.

Questions: Please call (512) 267-5550 if you have any questions.

**★ Register by Dec. 4 ★
and receive \$10 discount on
Full Institute Package.**

Credit Card Visa MasterCard Discover

Card Number _____ Expiration Date _____ Purchase Amt. _____

Name on Card _____ Security Code (3 digit) _____

Billing Street Address _____ City _____ State _____ Zip _____

Billing Phone _____ Signature of Card Holder _____

Email Address for receipt _____



**Certified
Playground
Safety Inspector**

Certified Playground Safety Inspector Course and Exam



Monday, Tuesday, Wednesday
February 29 - March 2, 2016
Hilton Galveston Island Resort
5400 Seawall Boulevard
Galveston Island, TX 77551

Sponsored by the National Recreation and Park Association (NRPA), the Playground Safety Inspector Certification Course provides the most comprehensive and widely recognized training available on playground hazard identification and risk management.

Advanced reading and 12 hours of classroom instruction by nationally recognized playground safety experts will prepare you to sit for the Certified Playground Safety Inspector (CPSI) Exam, offered on Wednesday, March 2, 2016. The course includes classroom instruction, resource materials developed especially for the course, CEUs (optional), required off-site visit on hazard identification and safety audit (Tuesday).

Delegates who successfully pass the CPSI exam will be certified for three (3) years. Renewal of certification may be achieved through a re-examination process.

Other Requirements are as follows:

- ☞ Registration is limited to 60 (minimum of 40); absolutely no walk-ins allowed.
- ☞ Books and resource materials will not be sent until full payment is received.
POs are not accepted as payment.
- ☞ Advanced reading prior to attending the school is **strongly recommended**.
- ☞ If you require special services or accommodations including dietary restrictions, please contact the TRAPS office at (512) 267-5550 or traps@traps.org.
- ☞ Class site and hotel information will be sent with course and testing materials.

Continuing Education Units (CEUs)

The National Recreation and Park Association will award CEUs to participants who meet classroom attendance requirements and who elect to enroll in the optional CEU program. The course is certified for 1.2 CEUs. CEU enrollment is included in the registration fee.

Enrollment

To enroll in the CPSI Course and/or Exam:

- ☞ Complete registration form and include payment: check, money order or Visa/MasterCard/Discover (check or money order payments should be made out to TRAPS-CPSI)
- ☞ Mail completed form and payment to the TRAPS, PO Box 5188, Jonestown, TX 78645 or fax credit card payment with form to (512) 267-5557.
- ☞ Registration must be received by **February 5, 2016** and minimum must be reached to insure class.
- ☞ Refreshment breaks are included in registration fee & lunch on Monday and Tuesday.

Schedule		
Monday		
February 29	7:30 am	Check-In
	8 am - 5 pm	Sessions
Tuesday		
March 1	7:30 am	Check-In
	8 am - 5 pm	Sessions & Site Visit
Wednesday		
March 2	8:30 am	Check-In
	9 am - 11 am	Exam
	(2 forms of ID Required, 1 with photo)	

Certified Playground Safety Inspector Course and Exam

February 29 - March 2, 2016
Registration Form

Name Cory Vander Veen

Title Assistant Parks & Recreation Director Organization City of Brownsville PARD

Shipping Address 1338 E. 8th St.

City Brownsville State Texas Zip 78520

Office Phone 956-455-7729 Fax 956-982-1049 E-Mail cory.vander.veen@cob.us

Dietary Restrictions n/a

	TRAPS/NRPA Member	Non-Member	Total
CPSI Course*	\$380.00	\$430.00	380.00
CPSI Exam	\$125.00	\$125.00	125.00
Recertification Exam	\$125.00	\$125.00	
Total Amount:			505.00

Credit Card Visa MasterCard Discover

Card Number _____ Expiration Date _____

Security Code (3 digit) _____ Name on Card _____

Billing Street Address _____

City _____ State _____ Zip _____ Billing Phone _____

Signature of Card Holder _____

Email Address for receipt _____

*Course fee does **NOT** include exam.

Refund Policy

Cancellations of registration must be made in writing to the Texas Recreation and Park Society by **Friday, February 5, 2016** to receive a full refund. An administrative processing fee of \$50 will be assessed for canceled registrations received after this date. An additional fee will be assessed to those who cancel to cover cost of textbooks and shipping from the national office. Allow six (6) weeks after the course event to receive refund checks.

Hotel

Hilton Galveston Island Resort (\$129)
5400 Seawall Boulevard
Galveston Island, TX 77551
409.774.5000 | 877.425.4753

Hotel Information: code is TRAPS

See TRAPS website for additional information.

For Information: Phone - (512) 267-5550
Fax - (512) 267-5557
Email - traps@traps.org

Mail registration form and payment to:
Texas Recreation & Park Society - CPSI Course
PO Box 5188, Jonestown, TX 78645

or

Fax credit card payment with form to: **(512) 267-5557**



Certified Playground Safety Inspector Course and Exam

February 29 - March 2, 2016
Registration Form

Name Daniel Salinas

Title Parks Operations Manager Organization City of Brownsville PARD

Shipping Address 1338 E. 8th St.

City Brownsville State Texas Zip 78520

Office Phone 956-346-2703 Fax 956-982-1049 E-Mail daniel.salinas@cob.us

Dietary Restrictions _____

	TRAPS/NRPA Member	Non-Member	Total
CPSI Course*	\$380.00	\$430.00	380.00
CPSI Exam	\$125.00	\$125.00	125.00
Recertification Exam	\$125.00	\$125.00	
Total Amount:			505.00

Credit Card Visa MasterCard Discover

Card Number _____ Expiration Date _____

Security Code (3 digit) _____ Name on Card _____

Billing Street Address _____

City _____ State _____ Zip _____ Billing Phone _____

Signature of Card Holder _____

Email Address for receipt _____

*Course fee does **NOT** include exam.

Refund Policy

Cancellations of registration must be made in writing to the Texas Recreation and Park Society by **Friday, February 5, 2016** to receive a full refund. An administrative processing fee of \$50 will be assessed for canceled registrations received after this date. An additional fee will be assessed to those who cancel to cover cost of textbooks and shipping from the national office. Allow six (6) weeks after the course event to receive refund checks.

Hotel

Hilton Galveston Island Resort (\$129)
5400 Seawall Boulevard
Galveston Island, TX 77551
409.774.5000 | 877.425.4753

Hotel Information: code is TRAPS

See TRAPS website for additional information.

For Information: Phone - (512) 267-5550
Fax - (512) 267-5557
Email - traps@traps.org

Mail registration form and payment to:
Texas Recreation & Park Society - CPSI Course
PO Box 5188, Jonestown, TX 78645

or

Fax credit card payment with form to: **(512) 267-5557**





SAND & SEAS

& STRATEGIES FOR TOMORROW

TEXAS RECREATION & PARK SOCIETY INSTITUTE AND EXPO

Galveston 2016 • February 29-March 4

Invitation from Barbara Sanderson, Director, Parks and Recreation Department

It is my pleasure on behalf of the City of Galveston Parks and Recreation Department to invite the Texas Recreation & Park Society to Galveston for the 2016 TRAPS Institute and Expo. It has been many years since the convention has been in Galveston, and we are excited about welcoming you back to the Island.



Galveston is a great and exciting place to hold a convention, with many island attractions, such as the Galveston Island Pleasure Pier, Schlitterbahn Waterpark, Moody Gardens and

much more. Not only are you close to many great entertainment attractions, but you are also right at the beach and minutes away from the Historic Downtown Strand shopping. It is a fantastic place to mix business and pleasure for the entire family.



Mark your calendar, February 29-March 4, and plan to join us for the 2016 TRAPS Institute at the San Luis Resort and the Galveston Convention Center for education, networking and relaxation ... it's island time.

TOURS

Behind the Scenes of Schlitterbahn Waterpark

Friday, March 4, 9 a.m.-noon

FEE: \$10 per person

Schlitterbahn Waterpark Galveston Island has more than 35 water adventures under one roof. The tour will focus on the various aspects of the Waterpark, such as:

- The entertainment and adventure components, e.g., "Transportainment" River System (tube floating) to Boogie Bahn, the surf ride
- Operations challenges and best practices
- Marketing to a variety of guests

At Schlitterbahn Waterpark in Galveston, 3.5 million gallons of water are used to fill the entire park. The park recaptures, filters and reuses 97 percent of that water. As for the remaining 3 percent, it leaves the park either on guests or through evaporation into the air. They don't have to add water to the park as often as one would think, as the attractions are built on top of each other and the water gets recycled throughout the park. A main filter complex treats much of the park, and all of the children's areas and heated pools have their own dedicated filter systems.

A full-time water quality staff makes sure that all of the water across the park is clean and the chemical levels are on point.



Behind the Scenes of the Moody Gardens Aquarium Tour

Friday, March 4, 9 a.m.-noon

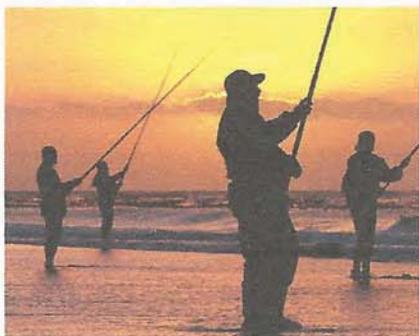
FEE: \$30 (includes admission to the Aquarium) and limited to 20 people

The Aquarium behind-the-scenes tour offers guests an overview of the daily responsibilities performed by the biologists who care for the animals and maintain the exhibits at Moody Gardens. The tour takes a sneak peek at the four major exhibits of the Aquarium — the North Pacific, South Atlantic, Caribbean and the Life Support area — and area biologists will provide explanations of how they care for the animals and the exhibits. At the end of the tour, guests are able to go through the Aquarium at their own pace.

Bolivar Peninsula Tour

Friday, March 4, 9 a.m.-noon

FEE: \$10 per person



Join us for an exciting ferry ride and a tour of the Bolivar Peninsula. The main focus of the tour is showing the major impacts from Hurricane Ike and the rebuilding that has taken place. There are several key locations that will show the water levels, places

people sheltered, beach erosion and evacuation issues, plus the plan for future storms and the areas that have been improved since. We will visit one of the new county facilities for a tour and short presentation with before and after pics from the storm. This tour is scheduled for three hours (one hour will be lunch, no host/you pay your own, at the famous Stingaree Restaurant) but could be longer depending on ferry travel time.

NETWORKING EVENTS

TRAPS Golf Tournament

Tuesday, March 1, noon-5:30 p.m.

Fee: \$85 per person

Moody Gardens Golf Course is a premier public golf course on Galveston Island. The tournament format will be a four-person scramble and will start at noon. The golf package includes 18 holes of golf, carts, a practice range, food and beverage, as well as PGA Professional Tournament staff assistance. Once again, the Athletics/Aquatics Branch will coordinate the tournament with proceeds helping to support education programs. The emphasis of this tournament is on recreation and networking.

PRE-INSTITUTE AND SPECIAL EVENTS

Texas Parks and Wildlife Boating Education Instructor Training

Tuesday, March 1, 1-4 p.m.

Tim Spice, Boater Education Manager, Texas Parks & Wildlife

Fee: \$25

In Texas, boater education is required for all operators born after September 1, 1993. The basic boating course is easy to incorporate into an existing aquatic program, and program materials are provided free of charge for instructors. Since the implementation of mandatory boater education in 2011, Texas has seen a 25 percent drop in boating-related accidents and fatalities. In 2014, Texas Parks and Wildlife certified over 14,000 boaters. When you take the Texas Parks and Wildlife Boating Education Instructor Training, you will be certified to offer the basic boating course to the public. For more information, visit tpwd.texas.gov/education/boater-education.

Statewide Maintenance Rodeo

Wednesday, March 2, 8 a.m.-1 p.m.

The rodeo will feature participants from all five regional districts in Texas and will be held in the parking lot behind the San Luis Hotel. Events will include: Truck/Trailer, Irrigation Assembly, Backpack Blower, Nail Driving, Plant Identification, Backhoe and Mower Obstacle Course. The team with the most points will be named state champions.



Texas Recreation & Park Society Institute and Expo

February 29-March 4, 2016

Galveston Island Convention Center @ the San Luis Resort
 5222 Seawall Boulevard, Galveston, TX 77551

Title Sponsor: PlayWell

Monday, February 29

8 a.m.-5 p.m. CPSI Course @ Hilton

Tuesday, March 1

8 a.m.-5 p.m. CPSI Course @ Hilton

8:30-11:30 a.m. TRAPS Board Meeting @ TBD

9 a.m.-5 p.m. TR Pre-Institute @ TBD

12:30-4:30 p.m. Early Registration @ Convention Center foyer
 TPW Boating Certification

Noon-6 p.m. Golf Tournament ... four-person scramble @
 Moody Gardens Course – \$85/person

1-5 p.m. Boater Education Instructor Certification/TPW

2-5 p.m. Early setup of vendors (pre-approval required)

4-5:30 p.m. Volunteer Orientation &
 First-Timers Orientation @ GCC

7-9 p.m. President's Reception/Hospitality (Beach Bonfire)



Wednesday, March 2

(Texas Independence Day ... dress the part)

7:30 a.m.-5:30 p.m. Registration @ GCC foyer

8 a.m.-3 p.m. Vendors Setup in Exhibit Hall

8 a.m.-2 p.m. State Maintenance Rodeo @ San Luis parking lot

8 a.m.-noon CPSI Exam @ Hilton

8-9:15 a.m. Educational Sessions

9:30-11 a.m. General Session @ GCC

11:15 a.m.-12:30 p.m. Educational Sessions

12:30-1:30 p.m. Lunch on Your Own/Branch Meetings

1:30-2:45 p.m. Educational Sessions

3-4:15 p.m. Educational Sessions;

Mini Ed. Sessions: 3-3:30 p.m. and 3:45-4:15 p.m.

4:30-6:30 p.m. President's Preview of Exhibit Hall ...

Exhibit Hall Open

7-9 p.m. Welcome Social @ TBD

Thursday, March 3

7:30 a.m.-5:30 p.m. Registration @ GCC foyer

8-9:15 a.m. Educational Sessions

9 a.m.-4 p.m. Exhibit Hall Open

9:30-10:45 a.m. Educational Sessions;

Mini Ed. Sessions: 9:30-10 a.m. and 10:15-10:45 a.m.

11 a.m.-12:15 p.m. Educational Sessions (four sessions);

Mini Ed. Sessions: 11-11:30 a.m. and 11:45 a.m.-12:15 p.m.

12:30-2 p.m. Lunch with Exhibitors

2-3:15 p.m. Educational Session (four sessions)

3-3:30 p.m. Ice Cream Break in Exhibit Hall

3:30-4:45 p.m. Educational Sessions;

Mini Ed. Sessions: 3:30-4 p.m. and 4:15-4:45 p.m.

4-6 p.m. Exhibit Hall Breakdown

5-6:30 p.m. TPRF Auction @ Foyer

7-8:30 p.m. Awards Dinner @ GCC Rooms

9-10:30 p.m. Directors' Social @ TBD

Friday, March 4

7:30-8:30 a.m. Past Presidents' Breakfast @ Hilton

8:30 a.m.-noon Tours

◆ Behind the Scenes – Moody Gardens & Aquarium

◆ Behind the Scenes – Schlitterbahn

◆ Bolivar Island – Devastation to Recovery, Galveston County

8-11 a.m. Exhibit Hall Breakdown and Cleanup

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 During The 2016 TRAPS Annual Institute & Expo Conference
 in Galveston, Texas
 From February 28 Through March 4, 2016
 The Daily Meal & IE Galveston, Texas, is \$64.00
 for Cory Vander Veen

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
Feb. 28, 2016	Sunday	0.00	48.00	48.00
Feb. 29, 2016	Monday	64.00	0.00	64.00
Mar. 01, 2016	Tuesday	64.00	0.00	64.00
Mar. 02, 2016	Wednesday	64.00	0.00	64.00
Mar. 03, 2016	Thursday	64.00	0.00	64.00
Mar. 04, 2016	Friday	<u>0.00</u>	<u>48.00</u>	<u>48.00</u>
Total Meal & IE Allowance		<u>256.00</u>	<u>96.00</u>	<u>352.00</u>

Nightly lodging from February 28 - March 03, 2016 and check out on Friday, March 04, 2016. Sunday, February 28 (first day), and Friday, March 04, 2016 (last day) were traveling days.

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 During The 2016 TRAPS Annual Institute & Expo Conference
 in Galveston, Texas
 From February 28 Through March 4, 2016
 The Daily Meal & IE Galveston, Texas, is \$64.00
 for Daniel Salinas

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
Feb. 28, 2016	Sunday	0.00	48.00	48.00
Feb. 29, 2016	Monday	64.00	0.00	64.00
Mar. 01, 2016	Tuesday	64.00	0.00	64.00
Mar. 02, 2016	Wednesday	64.00	0.00	64.00
Mar. 03, 2016	Thursday	64.00	0.00	64.00
Mar. 04, 2016	Friday	<u>0.00</u>	<u>48.00</u>	<u>48.00</u>
Total Meal & IE Allowance		<u>256.00</u>	<u>96.00</u>	<u>352.00</u>

Nightly lodging from February 28 - March 03, 2016 and check out on Friday, March 04, 2016. Sunday, February 28 (first day), and Friday, March 04, 2016 (last day) were traveling days.



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/02/2016 ITEM NUMBER: **5b.**

DEPT. MAKING REQUEST: Parks & Recreation DATE SUBMITTED: 01/21/2016

CONTACT PERSON(S) NAME: Damaris McGlone - Parks Director Damaris McGlone

Digitally signed by Damaris McGlone
DN: cn=Damaris McGlone, o=Parks,
ou=PMIS,
email=damaris.mcgclone@cob.us, c=US
Date: 2016.01.14 16:04:41 -0500

PHONE: 956-542-2064 FAX: 956-982-1049 E-MAIL: damaris.mcgclone@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 Mr. Daniel Salinas, Parks Operation Manager to attend the 2016 Texas Trails and Active Transportation (TTAT) Conference in Houston, Texas on March 08 - 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:

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: 01/21/2016

FROM: Damaris McGlone

DEPARTMENT Parks & Recreation

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

Daniel Salinas

Parks Operation Manager

EMPLOYEE NAME

POSITION

1. Destination: Houston, Texas
2. Est. date and time leaving: 03/08/2016 Est. date and time returning: 03/11/2016
3. Transportation mode: City Vehicle Private Vehicle Airplane (scheduled) No Transportation Cost

4. Purpose of Trip:

Attend the 2016 Texas Trails & Active Transportation (TTAT) Conference

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

The TTAT Conference will bring together those involved with bicycle, pedestrian, and other active transportation and recreation modes from around Texas and the world with the goals of sharing current information and examples, and sparking inspiration to continue striving to make things better in each of our communities. The conference will focus on issues of economic development, health, safety, and many other topics relevant to advancing active transportation and trails that we may be able to implement to our city parks and our community in 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) <u>airfare</u> | \$ <u>(276.20)</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>163.77x3</u> per night x (1) person | \$ <u>(491.31)</u> |
| d. Registration Fees | \$ <u>400.00</u> per person x (1) person | \$ <u>(400.00)</u> |
| e. Other costs (explain) | <u>taxi fare from airport to hotel & back (no shuttle available)</u> | \$ <u>50.00</u> |
| | TOTAL: | \$ <u>256.50</u> |

8. I HEREBY REQUEST AN ADVANCE OF \$ 256.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 01-512 - 767 which has a balance of \$ 2,880.00 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

TTAT 2016 CONFERENCE

Houston Marriott
Medical Center
March 9-11, 2016

56 22 02
days hrs min

FUTURE TRAILS: PLANNING SPACES CONNECTING PLACES

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

3 Full Days
60+ Sessions
Renowned
Expert
Speakers



Texas Trails & Active Transportation Conference

Future Trails: Planning Spaces Connecting Places



Houston is one of the fastest-improving cities in the United States for trails and active transportation. See for yourself at our statewide conference: Three full days of international, national and state experts, plus networking, off-site mobile workshops, exhibits, and more. All at a GREAT PRICE!

Goals of the Conference

The TTAT Conference will bring together those involved with bicycle, pedestrian, and other active transportation and recreation modes from around Texas and the world with the goals of sharing current information and examples, and sparking inspiration to continue striving to make things better in each of our communities. The conference will focus on issues of economic development, health, safety, and many other topics

Professional Credits

Available certifications for conference sessions include:

- American Institute of Certified Planners (AICP)
- American Society for Landscape Architects (ASLA)
- American Society of Civil Engineers / Texas Society of Professional Engineers (ASCE/TSPE)
- Congress for the New Urbanism (CNU-a)

Conference Attendees

Conference attendees include those involved in the planning, construction, funding, economics, operation, management, promotion and use of bicycle, pedestrian, and other transportation modes. The conference will provide breakout sessions, keynote talks, mobile workshops, and exhibitions from experts representing municipal/state government, transportation advocacy groups, trail users, architects, landscape

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 During The 2016 Texas Trails & Active Transportation Conference
 in Houston, Texas
 From March 08 Through March 11, 2016
 The Daily Meal & IE For Houston, Texas, is \$59.00
 for Daniel Salinas

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
Mar. 08, 2016	Tuesday	0.00	44.25	44.25
Mar. 09, 2016	Wednesday	59.00	0.00	59.00
Mar. 10, 2016	Thursday	59.00	0.00	59.00
Mar. 11, 2016	Friday	0.00	44.25	44.25
Total Meal & IE Allowance		<u>118.00</u>	<u>88.50</u>	<u>206.50</u>

Nightly lodging from March 08 - March 10, 2016 and check out on Friday, March 11, 2016.
 Tuesday, March 08, 2016 (first day), and Friday, March 11, 2016 (last day) were traveling days



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/02/2016 ITEM NUMBER: **5b.**

DEPT. MAKING REQUEST: Police Department DATE SUBMITTED: 01/25/2016

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 Jonahan W. Taylor # 5891 to attend the " Introduction to Fingerprint Comparison " in Houston, Texas on February 14 - 19, 2016.

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

FINANCIAL: Budgeted: YES NO N/A

Grant/Matching Funds From:
01-310-770

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: 01/25/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

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

Jonathan W. Taylor #5891

Detective

EMPLOYEE NAME

POSITION

1. Destination: Houston, TX

2. Est. date and time leaving: 02/14/2015

Est. date and time returning: 02/19/2015

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

4. Purpose of Trip:

To attend the "Introduction to Fingerprint Comparison"

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

This is a beginner course designed for criminal justice personnel who may work with fingerprints.

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 44.5 cents a mile for private vehicle (list other) _____ \$ 155.32

b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL] \$ 324.50

c. Lodging \$ 171.99 per night x (1) person Tax Included \$ 859.95

d. Registration Fees \$ 375.00 per person x (1) person **MAIL IN** \$ 375.00

e. Other costs (explain) _____ \$ 125.00

Parking fee's \$25.00 per night **TOTAL:** 1839.77

8. I HEREBY REQUEST AN ADVANCE OF \$ 1464.77 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 01 - 310-770 which has a balance of \$ 21,355.63 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

State and Local Law Enforcement Training Symposium

	in	Houston	TX	77002	
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	From:	2/14/2016	8:00 AM	to	2/19/2016	5:00 PM
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The Daily Meal & IE for :	Houston	TX	is	\$59.00	
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Date	Meal Per Diem Daily Rate	First Day & Last Day	at 75% of Daily Rate	Total Daily Allowance
Sunday, February 14, 2016	Travel Date	\$59.00	0.75	\$ 44.25
Monday, February 15, 2016	\$59.00			\$ 59.00
Tuesday, February 16, 2016	\$59.00			\$ 59.00
Wednesday, February 17, 2016	\$59.00			\$ 59.00
Thursday, February 18, 2016	\$59.00			\$ 59.00
Friday, February 19, 2016	Return Date	\$59.00	0.75	\$ 44.25
Total Meal & IE Allowance				
	236.00	\$	88.50	324.50

Nightly Lodging from:	Sunday, February 14, 2016	and check out is on	Friday, February 19, 2016
	Sunday, February 14, 2016	(First Day) and	Friday, February 19, 2016 (Last Day) were traveling days

MODIFY ONLY THE ONES HIGHLIGHTED IN YELLOW



INTRODUCTION TO FINGERPRINT COMPARISON

This course provides students with a short history on fingerprints, fingerprint pattern interpretation, classification systems including AFIS, the basic physiology of friction ridge formation, the taking of inked fingerprints, basic tools/methodology used in fingerprint comparison and basic courtroom testimony dealing with enhanced punishment (pen packet testimony). The bulk of this class will be devoted to comparing inked prints to inked prints. Each student will need to bring a fingerprint magnifier.

This is a beginner course designed for criminal justice personnel who may work with fingerprints. No experience is necessary. This class does not prepare students for latent print comparison. That topic is covered in two separate training programs. It is best to work with a mentor for a year between each class.



REGISTER NOW! CLASS SIZE IS LIMITED!

What: Introduction to Fingerprint Comparison

Where: 1301 Fannin St., 21st Floor, Houston, TX 77002

When: February 15-19, 2016

Time: 8 a.m. to 5 p.m.

Cost: \$375

For more information:

Training Division

713-929-6760

registration@houstonforensicscience.org

REGISTRATION FORM

Attendee Name: _____

Agency: _____

Street Address: _____

City, State and ZIP Code: _____

Work Phone: _____ Alternate Phone: _____

Email Address: _____

Payment type: Check/PO Credit Card

Please mail completed registration form with payment to:

Houston Forensic Science Center

ATTN: Finance Department

1200 Travis, 20th Floor

Houston, TX 77002

Full payment and registration form are required prior to first day of class. *Cancellations will be handled as follows: cancellations made 30 days prior to the first day of class will receive a full refund; cancellations within 15-29 days will be refunded at 50% of the course cost, and cancellations made less than 15 days will not be refunded.*

Attendees will receive written course confirmation prior to course start date.

Houston Forensic Science Center, Inc. reserves the right to cancel the above course due to unforeseen circumstances outside our control; we strongly encourage necessary travel arrangements to be made upon receipt of written confirmation.



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/02/2016 ITEM NUMBER: **5b.**

DEPT. MAKING REQUEST: Police Department DATE SUBMITTED: 01/25/2016

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 Detectives, Adrian Posada # 4608 and Melissa Gonzalez # 5885 to attend the "Juvenile Law 29th Annual conference" in San Antonio, Texas on February 21 - 24, 2016.

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

FINANCIAL: Budgeted: YES NO N/A

Grant/Matching Funds From:
 General fund 01-310-770

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, Texas

Analysis of Meal & IE Per Diem Allowance

State and Local Law Enforcement Training Symposium

	in	San Antonio	TX	78205	
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	From:	2/21/2016	8:00 AM	to	2/24/2016	5:00 PM
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The Daily Meal & IE for :	San Antonio	TX	is	\$64.00	
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Date	Meal Per Diem Daily Rate	First Day & Last Day	at 75% of Daily Rate	Total Daily Allowance
Sunday, February 21, 2016	Travel Date	\$64.00	0.75	\$ 48.00
Monday, February 22, 2016	\$64.00			\$ 64.00
Tuesday, February 23, 2016	\$64.00			\$ 64.00
				\$ -
				\$ -
Wednesday, February 24, 2016	Return Date	\$64.00	0.75	\$ 48.00
Total Meal & IE Allowance	128.00	\$	96.00	224.00

Nightly Lodging from:	Sunday, February 21, 2016	and check out is on	Wednesday, February 24, 2016
	Sunday, February 21, 2016	(First Day) and	Wednesday, February 24, 2016 (Last Day) were traveling days

MODIFY ONLY THE ONES HIGHLIGHTED IN YELLOW



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: 01/25/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

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

Melissa Gonzalez #5885

EMPLOYEE NAME

Detective

POSITION

1. Destination: San Antonio, TX

2. Est. date and time leaving: 02/21/2016

Est. date and time returning: 02/24/2016

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

4. Purpose of Trip:

To attend the "Juvenile Law 29th Annual Conference"

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

This training will greatly enhance the Juvenile Unit Investigator's ability to investigate and properly assess cases.

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	<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]	\$ 224.00
c. Lodging	\$ 140.10 per night x (1) person Tax Included	\$ 420.30
d. Registration Fees	\$ 275.00 per person x (1) person MAIL IN	\$ 275.00
e. Other costs (explain)	<input type="text"/>	\$ 000.00
TOTAL:		919.30

8. I HEREBY REQUEST AN ADVANCE OF \$ 644.30 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 01 - 310-770 which has a balance of \$ 22,274.93 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

State and Local Law Enforcement Training Symposium

	in	San Antonio	TX	78205	
--	----	--------------------	----	--------------	--

	From:	2/21/2016	8:00 AM	to	2/24/2016	5:00 PM
--	-------	-----------	---------	----	-----------	---------

The Daily Meal & IE for :	San Antonio	TX	is	\$64.00	
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Date	Meal Per Diem Daily Rate	First Day & Last Day	at 75% of Daily Rate	Total Daily Allowance
Sunday, February 21, 2016	Travel Date	\$64.00	0.75	\$ 48.00
Monday, February 22, 2016	\$64.00			\$ 64.00
Tuesday, February 23, 2016	\$64.00			\$ 64.00
				\$ -
				\$ -
Wednesday, February 24, 2016	Return Date	\$64.00	0.75	\$ 48.00
Total Meal & IE Allowance		128.00	\$ 96.00	224.00

Nightly Lodging from:	Sunday, February 21, 2016	and check out is on	Wednesday, February 24, 2016
	Sunday, February 21, 2016	(First Day) and	Wednesday, February 24, 2016 (Last Day) were traveling days

MODIFY ONLY THE ONES HIGHLIGHTED IN YELLOW

ROBERT O. DAWSON JUVENILE LAW INSTITUTE



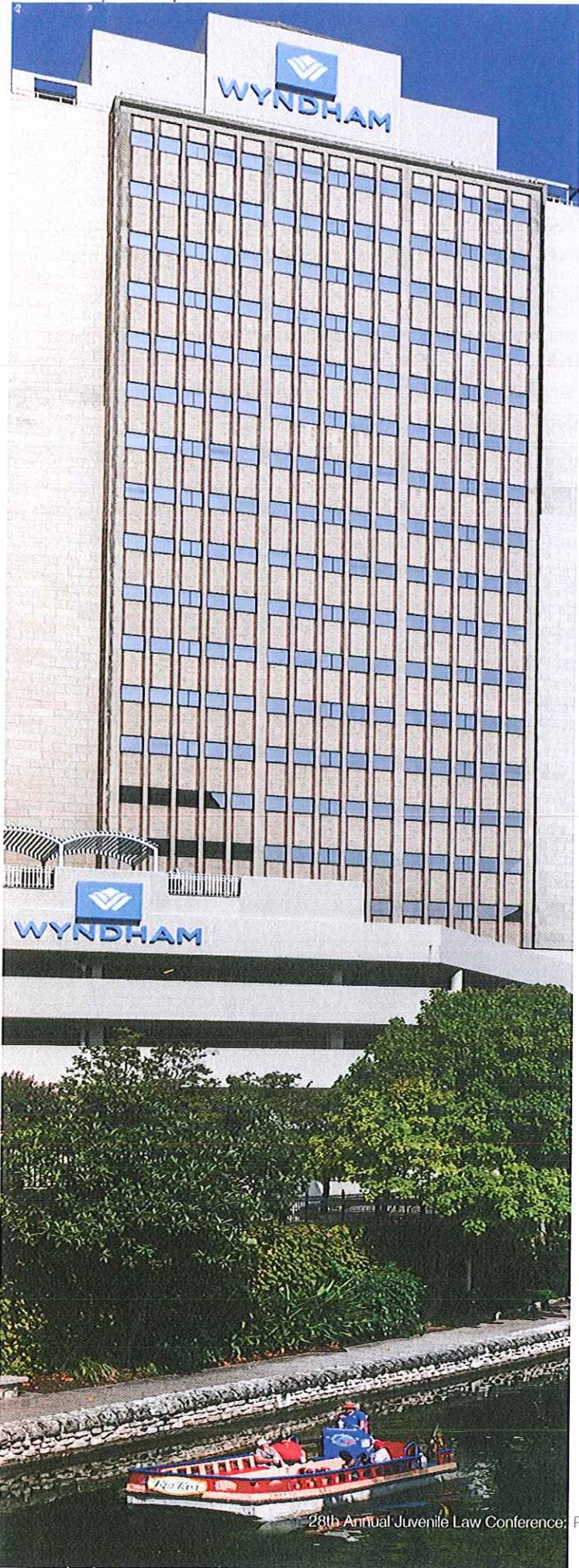
29TH ANNUAL
JUVENILE LAW CONFERENCE

2016

MONDAY-WEDNESDAY
FEBRUARY 22-24

WYNDHAM RIVERWALK
SAN ANTONIO, TEXAS

Bob Hower



IMPORTANT DATES

FEBRUARY 1

Last day to receive discount hotel rate.

FEBRUARY 1

Last day to register and pay to receive early-bird discount. If you register or pay after this date, the onsite fee will apply.

FEBRUARY 5

Last day to cancel and receive partial refund.

CONFERENCE, REGISTRATION, AND SOCIAL EVENTS AT A GLANCE

SUNDAY, FEBRUARY 21

4:00 pm – 5:30 pm	Registration
5:30 pm	Social Events

MONDAY, FEBRUARY 22

7:30 am – 5:00 pm	Registration
8:55 am – 4:45 pm	Conference
5:00 pm	Section's Annual Meeting and Election of Officers
5:20 pm	Multi-Discipline Caucus

TUESDAY, FEBRUARY 23

8:00 am – 4:30 pm	Registration
8:30 am – 5:15 pm	Conference
5:15 pm	TBLS Answers Your Questions
6:00 pm	Social Events

WEDNESDAY, FEBRUARY 24

8:30 am – 12:15 pm	Registration
8:30 am – 12:15 pm	Conference





Submit

AGENDA REQUEST FORM

Item Number: **5c.** _

COMMISSION MEETING DATE: 2/2/2016

DEPT: ENGINEERING CONTACT CARLOS LASTRA P.E.

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Acknowledgment of final design of Ringgold ST. improvements project.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____



Inter-departmental Memorandum Engineering Department

TO: Ruth Osuna, Assistant City Manager
FROM: Carlos Lastra, P.E., City Engineer
DATE: January 22, 2016
RE: Ringgold Street Final Design

Ringgold Street was constructed in the mid-1960s. Since that time minimal improvements have been made to Ringgold Street from Palm Boulevard to 6th Street. In 1997 an overlay was completed from the resaca to Palm Boulevard.

During three public meetings held October, 29, 2015, November 12, 2015 and January 14, 2016, residents living on Ringgold Street stated that the City's first priority, along with reconstructing the street, should be to address drainage issues. At the first meeting in October residents brought pictures which showed flooding and children walking home from school in water about 1 – 2 feet.

BC Workshop assisted the City in organizing and convening the three public meetings at which City staff gathered input from various stakeholders regrading proposed improvements. The attached layout design is the outcome of these meetings. The layout shows that the street will be constructed in compliance with the City Commission's adoption of the Complete Streets policy.

Currently, the project engineer, PLAGAR, is finalizing construction plans and specifications for bidding. The estimated construction cost of this project is \$930,046. The available funding for this project is \$940,000.

Ringgold Street Cost Estimate

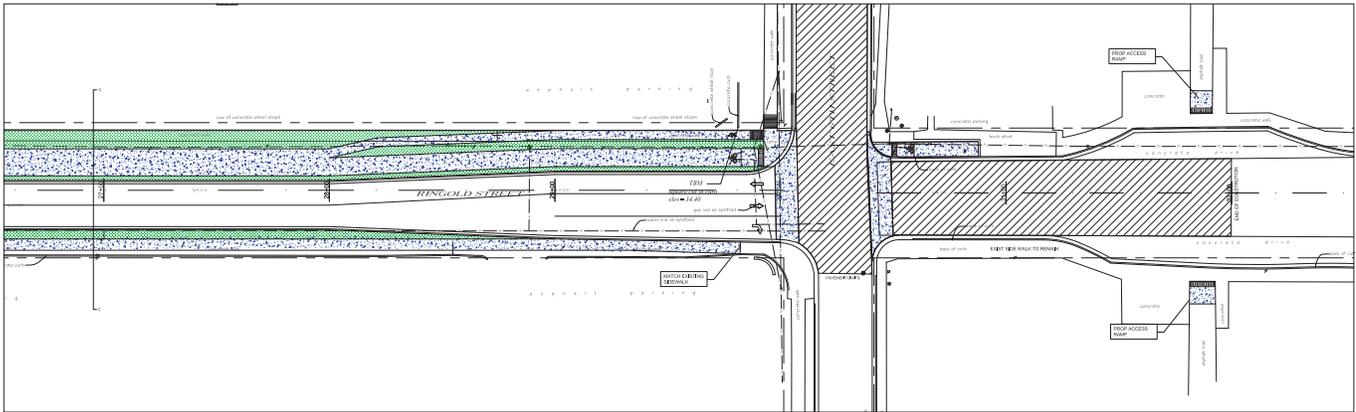
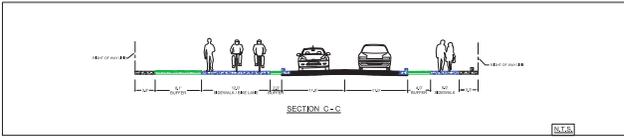
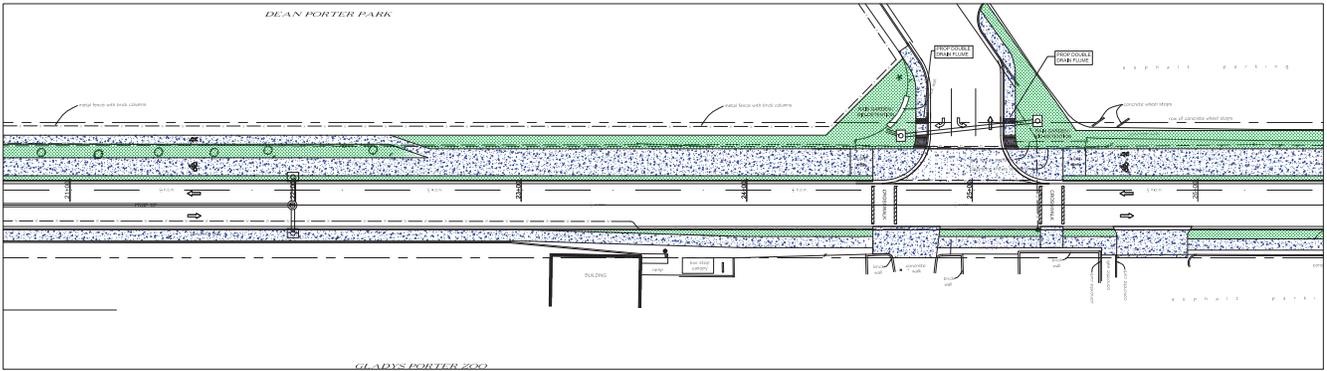
Original Available Funding	\$636,050
Includes – Complete reconstruction of Ringgold Street between Palm Boulevard and 6 th Street and sidewalks and improving ADA access.	
Additional Cost and Funding based the Public's Input	\$300,000
Includes addressing drainage by raising street level by 6 inches; constructing the street in low area with concrete; constructing a raised cycle track; defining residential parking and installing permeable sidewalks in lower lying areas; reconstructing the portion of Ringgold Street between 6 th and Palm Boulevard Streets and a portion of Ringgold between 6 th and 7 th Streets in order to connect into Linear Park; installation of trees and landscaping; and installing of bio-retention areas.	
Estimated Cost to Reconstruct Ringgold Street.	\$936,050

It is anticipated that the construction plans and specifications will be completed at the end of February 2016. The advertisement to request bids will occur in early March 2016. Once bids are received and evaluated project will be presented to the City Commission for awarding of the contract.

RINGGOLD STREET CONSTRUCTION ESTIMATE

NO.	Street & Drainage	UNIT	QTY	QTY	QTY	QTY	Actual		Actual Total
							Qty.	COST	COST
1	Geo-Grid Tensar TX-5 (no substitute)	S.Y.	0				7431	\$6.00	\$44,586.00
2	Limestone Base (9" Compacted)	S.Y.	0				4200	\$15.00	\$63,000.00
3	Prime Coat (MC-30) (0.22 gal/S.Y.)	Gal					914	\$6.00	\$5,484.00
4	HMAC (2.5" – Type D)	S.Y.	0	0	0	0	4200	\$18.00	\$75,600.00
5	Remove Concrete Curb & Gutter	L.F.	0	0	0	0	4400	\$5.00	\$22,000.00
6	Concrete Curb & Gutter (includes limestone material under c/g base)	L.F.		0	0	0	4000	\$10.00	\$40,000.00
7	Concrete Driveway	S.F.	0	0	0	0	6354	\$6.00	\$38,124.00
8	Concrete Street apron (6" thick with #4 rebar at 12 O.C.E.W.)	S.F.	0	0	0	0	2000	\$7.00	\$14,000.00
9	Pavement Replacement (3.0 " HMAC, prime coat & 9 inch Limestone ,grid)	S.Y.	0				1000	\$45.00	\$45,000.00
10	Concrete Pavement	S.F.	0	0	0	0	10700	\$10.00	\$107,000.00
11	Concrete Sidewalk	S.F.	0	0	0	0	16696	\$5.00	\$83,480.00
12	Permeable Sidewalk	S.F.	0	0	0	0	13036	\$12.00	\$156,432.00
13	Access Ramp Type 5	EA.	0	0	0	2	5	\$1,000.00	\$5,000.00
14	Access Ramp Type7	EA.	0	4	0	0	4	\$1,500.00	\$6,000.00
15	Access Ramp Type 9	EA.	0	1	0	0	5	\$800.00	\$4,000.00
16	Type 'A' Inlet	EA.	0	0	0	0	8	\$4,500.00	\$36,000.00
17	Type 'D' Inlet	EA.	2	0	2	0	4	\$5,000.00	\$20,000.00
18	Drain Flumes	EA.	0	0	0	0	4	\$800.00	\$3,200.00
19	18" RCP CL III Rubber Gasket	L.F.	0	0	0	0	680	\$48.00	\$32,640.00
20	24" R.C.P. CL III (Rubber Gasket)	L.F.	28	0	0	0	100	\$50.00	\$5,000.00
21	30" R.C.P. CL III (Rubber Gasket)	L.F.	28	0	0	0	100	\$60.00	\$6,000.00
22	Concrete Collar	L.S.	0				2	\$1,000.00	\$2,000.00
23	Storm Sewer Manhole (4.0 Dia.)	EA.	0	1	1	0	2	\$4,500.00	\$9,000.00
24	Trees & Installations	L.S.	1				12	\$1,000.00	\$12,000.00
25	Bio-retention areas	S.F.	0	0	0	0	6000	\$12.00	\$72,000.00
26	Prepare ground and sod (90days water)	S.F.	0	0	0	0	10000	\$1.00	\$10,000.00
27	Traffic Barricades and Traffic Handling	L.S.	1				1	\$4,000.00	\$4,000.00
28	Design of Traffic Control System(by registered engineer)	L.S.	1				1	\$1,500.00	\$1,500.00
29	Pavement Markings	L.S.	1				1	\$4,000.00	\$4,000.00
30	Erosion Pollution Prevention Plan (throughout duration of project)	L.S.	1				1	\$3,000.00	\$3,000.00
Total Construction Estimate									\$930,046.00

By: PlaGar Engineering LLC.
14-Jan-16



Placard Engineering, LLC.
 CIVIL ENGINEERING CONSULTANT
 1100 W. 10th Street, Suite 200
 Ames, IA 50010
 Phone: (515) 281-0000
 Fax: (515) 281-0000

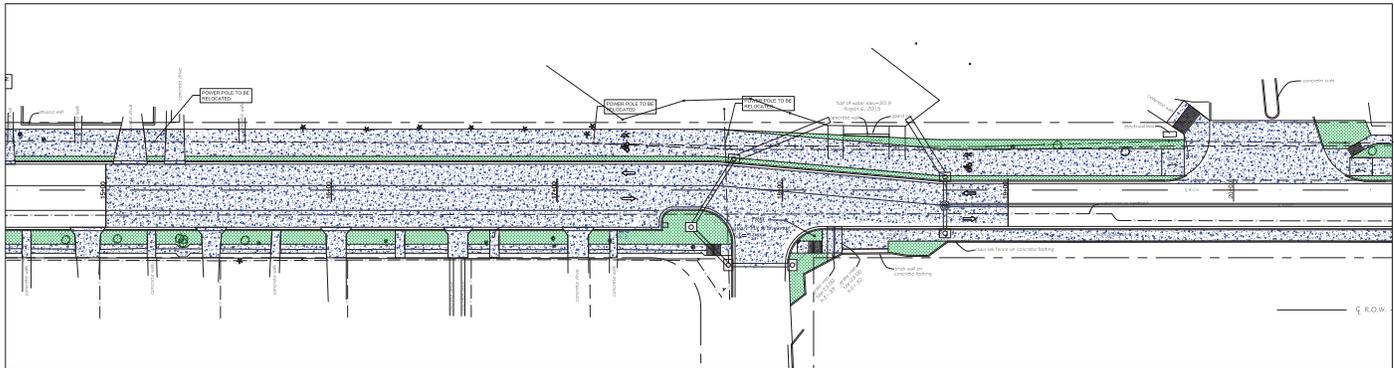
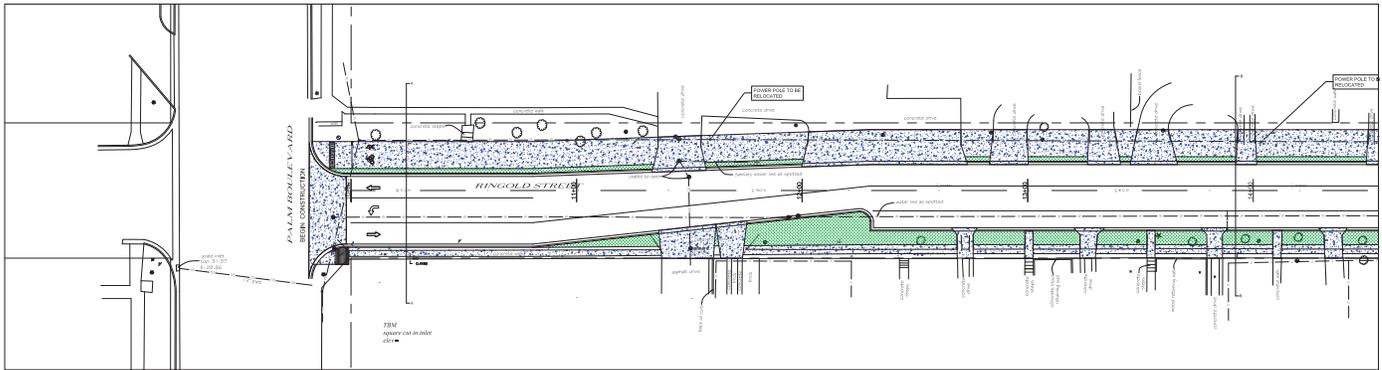
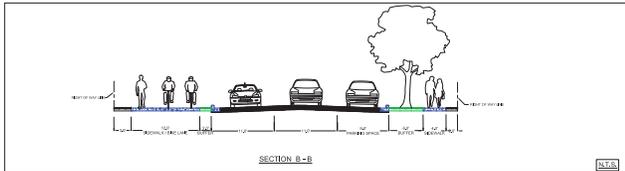
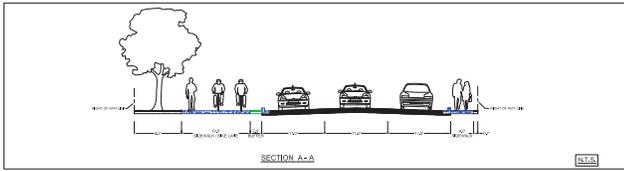


**STREET PAVING
 AND
 DRAINAGE
 IMPROVEMENTS**

RINGOLD STREET

SCALE: 1"=20'	DATE: JAN 14
DESIGN BY: JPG	
DRAWN BY: E. GARZA	
CHECKED BY: JPG	
APPROVED BY: JPG	
PROJECT NO.: P-1518	

**SHEET
 2
 OF 2**



Placar Engineering, LLC.
 CIVIL ENGINEERING CONSULTANT
 10000 Highway 282, Suite 200
 Houston, Texas 77033
 Phone: (281) 550-9999
 Fax: (281) 550-9999



STREET PAVING
 AND
 DRAINAGE
 IMPROVEMENTS

RINGOLD STREET

SCALE: 1"=20'
 DATE: JAN 14, 2020
 DESIGN BY: FIG
 DRAWN BY: E. GARZA
 CHECKED BY: FIG
 APPROVED BY: FIG
 PROJECT NO.: P-1518

SHEET
1
 OF 2



Submit

AGENDA REQUEST FORM

Item Number: **5d.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading
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Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 2016-1100.56: To readopt the Historic Preservation Plan for 2016.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

_____ **Date:** _____



Submit

AGENDA REQUEST FORM

Item Number: **5e.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

<p>Executive Session (City Attorney Only)</p> <p>Time needed: _____ Action Item: _____</p>	<p>Workshop</p> <p>Time Needed: _____</p>	<p>Presentation</p> <p>Time Needed: _____</p>	<p>Agenda</p> <p>___ Public Hearing ___ Contract ___ Grant</p> <p><input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent</p>	<p>Ordinance</p> <p>___ First Reading <input checked="" type="checkbox"/> Second Reading</p>
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Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

Date: _____



Submit

AGENDA REQUEST FORM

Item Number: **5f.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

<p>Executive Session (City Attorney Only)</p> <p>Time needed: _____ Action Item: _____</p>	<p>Workshop</p> <p>Time Needed: _____</p>	<p>Presentation</p> <p>Time Needed: _____</p>	<p>Agenda</p> <p><input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant</p> <p><input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent</p>	<p>Ordinance</p> <p><input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading</p>
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Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

_____ **Date:** _____



Submit

AGENDA REQUEST FORM

Item Number: **5g.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

_____ Date: _____



Submit

AGENDA REQUEST FORM

Item Number: **5h.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

<p>Executive Session (City Attorney Only)</p> <p>Time needed: _____ Action Item: _____</p>	<p>Workshop</p> <p>Time Needed: _____</p>	<p>Presentation</p> <p>Time Needed: _____</p>	<p>Agenda</p> <p><input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant</p> <p><input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent</p>	<p>Ordinance</p> <p><input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading</p>
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Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

Date: _____



Submit

AGENDA REQUEST FORM

Item Number: **5i.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

<p>Executive Session (City Attorney Only)</p> <p>Time needed: _____ Action Item: _____</p>	<p>Workshop</p> <p>Time Needed: _____</p>	<p>Presentation</p> <p>Time Needed: _____</p>	<p>Agenda</p> <p><input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant</p> <p><input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent</p>	<p>Ordinance</p> <p><input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading</p>
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Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

_____ **Date:** _____



Submit

AGENDA REQUEST FORM

Item Number: **5j** _____

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading
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Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

_____ **Date:** _____



Submit

AGENDA REQUEST FORM

Item Number: **5k.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading
--	---	---	--	--

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

_____ **Date:** _____



Submit

AGENDA REQUEST FORM

Item Number: **51.** _

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading
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Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

Date: _____



Submit

AGENDA REQUEST FORM

Item Number: **5m.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

<p>Executive Session (City Attorney Only)</p> <p>Time needed: _____ Action Item: _____</p>	<p>Workshop</p> <p>Time Needed: _____</p>	<p>Presentation</p> <p>Time Needed: _____</p>	<p>Agenda</p> <p><input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant</p> <p><input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent</p>	<p>Ordinance</p> <p><input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading</p>
---	--	--	--	--

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2016-902: 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.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

_____ **Date:** _____



Submit

AGENDA REQUEST FORM

Item Number: **5n.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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.

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

Date: _____



Submit

AGENDA REQUEST FORM

Item Number: **50.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

<p>Executive Session (City Attorney Only)</p> <p>Time needed: _____ Action Item: _____</p>	<p>Workshop</p> <p>Time Needed: _____</p>	<p>Presentation</p> <p>Time Needed: _____</p>	<p>Agenda</p> <p>___ Public Hearing ___ Contract ___ Grant</p> <p><input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent</p>	<p>Ordinance</p> <p>___ First Reading <input checked="" type="checkbox"/> Second Reading</p>
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Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

Date: _____



Submit

AGENDA REQUEST FORM

Item Number: **5p.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

_____ Date: _____



Submit

AGENDA REQUEST FORM

Item Number: **5q.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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 Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

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

City Manager Approval

Date: _____



Submit

AGENDA REQUEST FORM

Item Number: **5r.**

COMMISSION MEETING DATE: 2/2/16

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

<p>Executive Session (City Attorney Only)</p> <p>Time needed: _____ Action Item: _____</p>	<p>Workshop</p> <p>Time Needed: _____</p>	<p>Presentation</p> <p>Time Needed: _____</p>	<p>Agenda</p> <p><input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant</p> <p><input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent</p>	<p>Ordinance</p> <p><input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading</p>
---	--	--	--	--

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL 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.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On January 7, 2016, the Zoning Commission voted unanimously to recommend approval.

City Manager Approval

_____ **Date:** _____

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]

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.



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/02/2016 ITEM NUMBER: 7.
 DEPT. MAKING REQUEST: Finance/City Manager DATE SUBMITTED: 01/26/2015
 CONTACT PERSON(S) NAME: Pete Gonzalez *Pete Gonzalez*
 PHONE: 956-548-6020 FAX: 956-546-2270 E-MAIL: peteg@cob.us

AGENDA CATEGORY: (TIME LIMIT)

EXECUTIVE SESSION WORKSHOP PRESENTATION DISCUSSION

Length of Time Needed for The Item Above: 5 (minutes)

(No time limit)

CONSENT PUBLIC HEARING ACTION

AGENDA ITEM: (Attach back up material)

Consideration and action to adopt Reimbursement Resolution Number 2016-004 expressing official intent to reimburse with tax-exempt obligation proceeds costs associated with certain capital improvements

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. 2016-004

RESOLUTION EXPRESSING OFFICIAL INTENT TO REIMBURSE WITH TAX-EXEMPT OBLIGATION PROCEEDS COSTS ASSOCIATED WITH CERTAIN CAPITAL IMPROVEMENTS

WHEREAS, the City Commission of the **CITY OF BROWNSVILLE, TEXAS** (the "**City**") hereby determines that it is necessary and desirable to acquire, construct and improve the following capital improvements (collectively, the "**Projects**"):

- (i) construct and equip a bus maintenance facility for Brownsville Metro (known generally as the BUS Maintenance Facility Major Repair - Phase I); and
- (ii) acquire approximately 60 vehicles for the Police Department; and

WHEREAS, the City expects that it will pay, from available funds of the City, expenditures in connection with the Projects prior to the issuance of tax-exempt obligations (the "**Obligations**") to finance the Projects; and

WHEREAS, the City finds, considers, and declares that the reimbursement of the City for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the City and, as such, chooses to declare its intention, in accordance with the provisions of Section 1.150-2 of the United States Treasury Regulations (if the City issues tax-exempt obligations) and the laws of the State of Texas, to reimburse itself for such payments at such time as the City issues Obligations to finance the Projects;

THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BROWNSVILLE, TEXAS THAT:

SECTION 1. EXPECTATION TO INCUR DEBT. The City reasonably expects to incur debt, as one or more series of Obligations, with an aggregate maximum principal amount of \$4,300,000 for the purpose of paying the costs of the Projects; and

SECTION 2. REIMBURSEMENT OF PRIOR EXPENDITURES. All costs to be reimbursed pursuant hereto will be capital expenditures. No Obligations will be issued by the City in furtherance of this Resolution after a date which is later than 18 months after the later of (1) the date the expenditures are paid, or (2) the date on which the property, with respect to which such expenditures were made, is placed in service.

SECTION 3. THREE-YEAR LIMITATION FOR REIMBURSEMENT. The foregoing notwithstanding, no Obligations will be issued pursuant to this Resolution more than three years after the date any expenditure which is to be reimbursed is paid.

SECTION 4. INCORPORATION OF RECITALS. The City hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the City hereby incorporates such recitals as a part of this Resolution.

SECTION 5. EFFECTIVE DATE. This Resolution shall become effective immediately upon passage thereof.

[The remainder of this page intentionally left blank]

***PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF
BROWNSVILLE, TEXAS THIS 2ND DAY OF FEBRUARY, 2016.***

Mayor, City of Brownsville, Texas

Attest:

City Secretary,
City of Brownsville, Texas

(City Seal)

** ** * * * * *

CERTIFICATE FOR RESOLUTION

I, the undersigned City Secretary of the **CITY OF BROWNSVILLE, TEXAS** (the "**City**"), hereby certify as follows:

1. The City Commission of the City (the "**City Commission**") convened in Regular Meeting on February 2, 2016 at the designated meeting place (the "**Meeting**"), and the roll was called of the duly constituted officers and members of the City Commission, to wit:

- | | |
|---|---|
| Antonio "Tony" Martinez , Mayor | Ricardo Longoria, Jr., Commissioner District 1 |
| César de León, Commissioner At-Large "A" | Jessica Tetreau-Kalifa, Commissioner District 2 |
| Rose M. Z. Gowen, Commissioner At-Large "B" | Deborah Portillo, Commissioner District 3 |
| | John Villarreal, Commissioner District 4 |

and all of said persons were present, except the following absentees: _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at the Meeting: a written Resolution No. 2016-004 entitled:

RESOLUTION EXPRESSING OFFICIAL INTENT TO REIMBURSE WITH TAX-EXEMPT OBLIGATION PROCEEDS COSTS ASSOCIATED WITH CERTAIN CAPITAL IMPROVEMENTS

(the "**Resolution**") was duly introduced for the consideration of the City Commission. It was then duly moved and seconded that the Resolution be passed; and, after due discussion, said motion, carrying with it the passage of the Resolution, prevailed and carried by the following vote:

AYES: _____ NOES: _____ ABSTENTIONS: _____

2. A true, full and correct copy of the Resolution passed at the Meeting described in the above and foregoing paragraph is attached to and follows this Certificate; the Resolution has been duly recorded in the City Commission' minutes of the Meeting; the above and foregoing paragraph is a true, full and correct excerpt from the City Commission' minutes of the Meeting pertaining to the passage of the Resolution; the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the City Commission as indicated therein; each of the officers and members of the City Commission was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the Meeting, and that the Resolution would be introduced and considered for passage at the Meeting, and each of said officers and members consented, in advance, to the holding of the Meeting for such purpose; and the Meeting was open to the public, and public notice of the time, place and purpose of the Meeting was given, all as required by Texas Government Code, Chapter 551.

SIGNED AND SEALED the 2nd day of February, 2016.

City Secretary
City of Brownsville, Texas

(CITY SEAL)

City of Brownsville, Texas
List of Capital Expenditures
To Be Financed With
2016 Certificates of Obligation

Jose Colunga B-Metro Maintenance Building Rehab - 20 year life	\$ 1,500,000.00
Purchase of approximately 60 police vehicles - 5 year Life	2,800,000.00
	<hr/>
Total	\$ <u>4,300,000.00</u>

Note: With these two additional proposed capital expenditures of \$4,300,000, the total C.O. Issuance will now be \$11,950,000. On December 8, 2015, the City Commission adopted Reimbursement Resolution Number 2015-090 expressing official intent to reimburse with tax-exempt obligation proceeds costs associated with these proposed capital expenditures totaling \$7,650,000.



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/02/2016 ITEM NUMBER: 8.

DEPT. MAKING REQUEST: Finance Department DATE SUBMITTED: 01/26/2016

CONTACT PERSON(S) NAME: Lupe Granado III **Lupe**
Digitally signed by Lupe
 DN: cn=Lupe, o=City of
 Brownsville, ou=Finance,
 email=lupe@cob.us, c=US
 Date: 2016.01.26 08:19:29 -0600

PHONE: 956-548-6019 FAX: 956-546-2270 E-MAIL: lupe@cob.us

AGENDA CATEGORY: (TIME LIMIT)

- EXECUTIVE SESSION WORKSHOP PRESENTATION DISCUSSION

Length of Time Needed for The Item Above: 15 (minutes)

(No time limit)

- CONSENT PUBLIC HEARING ACTION

AGENDA ITEM: (Attach back up material)

Consideration and action to acknowledge the financial statements and cash investment report for the City of Brownsville for the first quarter ended December 31, 2015.

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)

Financial & Investment Reports will be distributed to the City Commission on February 2nd. The financial report is only an acknowledgment item.

ADMINISTRATIVE APPROVAL: YES NO

 City Manager



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/02/2016 ITEM NUMBER: 9.
 DEPT. MAKING REQUEST: Office of Grant Management DATE SUBMITTED: 01/25/2016
 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 ACTION

AGENDA ITEM: (Attach back up material)

Consideration and ACTION to request that the Federal Emergency Management Agency (FEMA) grant the City of Brownsville a 6-month extension to complete construction of the Community Safe Room Project (DR-1791-359) located at the Brownsville Sports Park.

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

Charlie Cabler
City Manager



January 22, 2016

Ms. Johnna K. Cantrell
State Coordinator
State Hazard Mitigation Officer
Texas Division of Emergency Management
5805 N. Lamar Blvd., Box 4087
Austin, Texas 78773-0001

Project Name: HMGP DR-1791-TX, Project #359
Applicant Name: City of Brownsville
Re: 6-Month Deadline Extension for Project No. DR-1791-359

Dear Ms. Cantrell,

Please accept this letter as the City of Brownsville's request for a time extension to complete the construction of the community safe room under project number DR-1791-359.

The City of Brownsville is requesting a 6-month extension to complete work under project number DR-1791-359 due to a four-month delay in the approval of community safe room project specifications and, consequently, clearance to proceed with procurement of construction services, as well as, inclement weather.

On July 16, 2013, Gomez Mendez Saenz, Inc. (GMS) submitted architectural drawings to the Texas Division of Emergency Management (TDEM) for formal review. TDEM provided formal review comments to GMS on August 14, 2013. Architectural and structural revisions were completed and submitted by GMS, in response to peer review comments, to TDEM on August 30, 2013. A second submission of responses was requested by TDEM on September 21, 2013, followed by a prompt submission by GMS on September 23, 2013. On November 4, 2013, the City of Brownsville received approval of community safe room project specifications and clearance to proceed with procurement of construction services.

GMS has demonstrated diligence and necessary attention to expedite the progress of the project, providing a quick resubmission turnaround of two weeks. The City of Brownsville is requesting an extension of 6 months to complete the awarded project.

Thank you.

Sincerely,

Charlie Cabler
City Manager Cabler

City of Brownsville, Texas

1001 E. Elizabeth St., P.O. Box 911, Brownsville, Texas 78522 Telephone: 956-548-6007 Fax: 956-546-4021
www.cob.us



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/02/2016 ITEM NUMBER: 10.
 DEPT. MAKING REQUEST: Office of Grant Management DATE SUBMITTED: 01/25/2016
 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 ACTION

AGENDA ITEM: (Attach back up material)

Consideration and ACTION on a Memorandum of Understanding to authorize a Joint Application for the third and final round of the Promise Zone Initiative Grant between the Brownsville Independent School District (BISD) 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

BROWNSVILLE PROMISE ZONE

PRELIMINARY MEMORANDUM OF UNDERSTANDING

Department of Housing & Urban Development
Third Round Urban Promise Zones FY2016

This Memorandum of Understanding (MOU) is hereby entered into for the purpose of implementing a Promise Zone Initiative for comprehensive revitalization efforts in the Southmost and Downtown Brownsville area including the Buena Vida Neighborhood. This MOU represents a preliminary commitment between the Parties. If the 2016 Brownsville Promise Zone (BPZ) proposal is awarded a federal Promise Zone designation, each Party is expected to present the final MOU to its respective Governing Entity for final authorization and adoption of the MOU and a Promise Zone Plan (BPZ Plan) within an expedient timeframe to meet federal requirements.

The collective goal and vision of the BPZ addresses all the facets of revitalization: accelerating job creation, promoting healthy behaviors and increasing health interventions, promoting a sustainable economic base, increasing educational opportunities, and fostering a sustainably-build community. The BPZ is an opportunity to build on existing efforts by aligning goals and strategies to address the recurring challenges, isolation, and concentration of severe poverty in the Southmost and Downtown areas of Brownsville – all of which foster high poverty rates and other acute inequities. Through the implementation of the BPZ Plan, the City of Brownsville and its Partnering Organizations will coordinate to eliminate the barriers, align priorities across sectors with agencies, departments, and organizations to ultimately implement substantial collaborative solutions.

- I. **PARTIES:** This Memorandum of Understanding (MOU) is entered into by The City of Brownsville (CITY) as Lead Applicant and The Brownsville Independent School District (BISD) as Supporting Partner Organization.

- II. **PURPOSE OF MOU:** The purpose of this MOU is to set forth each contributor's understanding of its role in jointly implementing the BPZ Plan, specifically, in regards to education through the promotion of college and career readiness, improving the retention rates for grades K-12, and focusing on early childhood development. This MOU, a preliminary and non-binding agreement, recognizes that the 2016 Promise Zone opportunity, if awarded, does not provide direct federal funding to the CITY, as Lead Applicant, or to BISD as the Supporting Partner Organization. Nevertheless, the Parties pledge to continue coordination efforts that contribute to shared values and goals for Southmost and the Downtown area including the Buena Vida Neighborhood.

The Supporting Partner Organization affirm that the proposed BPZ goals and vision align with its mission and purpose. Therefore, this initiative proposes the implementation of a commitment between the CITY and BISD to fully participate in the implementation and oversight of educational services as needed to promote the collective BPZ Goals. The Parties in this MOU agree to share information and data gathered in relation to the implementation of the BPZ Plan in accordance with pertinent public data sharing requirements. The Parties agree to attend and participate in meetings of the Brownsville Promise Zone Executive

Council, the Action Teams, Domain Implementation Councils, and other committees as needed which may be revised periodically as needed to further the goals and vision of the BPZ.

- III. TERM of MOU:** The term of this MOU will begin as of the date of the signature by the Supporting Partner Organization and continue until the later of the termination of the Promise Zone Designation or the withdrawal of the Supporting Partner Organization to the MOU.
- IV. ADHERE to FEDERAL REGULATIONS:** Each Party to the MOU agrees that it will be subject to and adhere to all applicable federal regulations related to its role as a Supporting Partner Organization in implementing the Promise Zone Plan.
- V. ROLE of LEAD ORGANIZATION:** The CITY will act as the Lead Organization for the Brownsville Promise Zone. As Lead Organization, the CITY will administer and manage implementation of the Promise Zone Plan. In accordance with the requirements set forth in the Third Round Promise Zone Application Guide: Urban, the CITY will be responsible for the following functions:
1. Executing a Promise Zone Designation Agreement and acting as the party responsible in fulfilling the responsibilities of the Promise Zone Designation;
 2. Organization and/or coordination of activities pursuant to the Plan proposed in the designated community's application and administering of any funding or other benefits that a designation may confer in the future to the Promise Zone;
 3. Responsible for tracking outcomes, periodically reporting to the participating federal agencies and participating in evaluation activities as requested by federal agencies;
 4. Provide, as requested, any necessary certification to other organizations applying for grants and other benefits that, if received, would help to advance the Promise Zone Plan;
 5. Delegating activities to a Partner organization that the CITY, as Lead Organization, may be unable to perform;
 6. Replacing Implementing Partners and other partner organizations in the event that such partners are not able to fulfill their responsibilities; and
 7. Transferring, if necessary, the Lead Organization responsibilities to another Partnering Organization pursuant to the terms of the Promise Zone Designation, if required by HUD.
- VI. ROLE of SUPPORTING PARTNER ORGANIZATION:** The Supporting Partner Organization, by its signature below, agrees to fulfill the specific responsibilities needed to carry out the implementation work for the Brownsville Promise Zone Plan. As the Supporting Partner Organization, BISD commits to the following:

1. To participate in resident engagement activities and meetings of the Executive Council, the Action Teams, Domain Implementation Councils, and/or other councils as set forth in the Brownsville Promise Zone Plan;
2. To participate in their respective policy-area committees, as established based upon their core competencies;
3. To share relevant evidence-based and place-based data and information that promotes the Goals of the Brownsville Promise Zone Plan;
4. To participate in coordination, research, advocacy, and resource development to implement the Brownsville Promise Zone Plan; and
5. To commit staff and leadership time as needed for implementation of the Brownsville Promise Zone Plan.

VII. MISCELLANEOUS:

- A. This MOU contains the entire agreement between the parties hereto, and no amendment or modification of this MOU shall be valid unless in writing, signed by all the parties, hereto.
- B. If any provision, covenant, or term of this MOU shall be invalid or incapable of being enforced, all other provisions, covenants, and terms of this MOU shall nevertheless remain in full force and effect.
- C. This MOU shall inure to the benefit of and shall be binding upon all the parties hereto and their respective successors and assigns.
- D. This MOU shall be governed by and construed in accordance with the laws of the State of Texas.
- E. The effective date of this MOU shall be February 2nd, 2016.

The above is agreed upon as witnessed through the signatures of the following:

_____ Date _____

Charlie Cabler, City Manager
City of Brownsville, Texas

_____ Date _____

Antonio "Tony" Martinez, Mayor

_____ Date _____

Dr. Esperanza Zendejas, Superintendent
Brownsville Independent School District

Approved as to legality and form
this _____ day of _____, 2016
Name: _____
Title: _____
Office of the City Auditor
101 E. Elizabeth Street
Brownsville, TX 78420
Phone (956) 546-6011
Fax (956) 546-6011





AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/05/2016 ITEM NUMBER: 11.
 DEPT. MAKING REQUEST: BMetro Department DATE SUBMITTED: 01/25/2016
 CONTACT PERSON(S) NAME: Norma H. Zamora, Director
 PHONE: 956-541-4881 FAX: 956-574-6675 E-MAIL: normaz@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)

"Consideratin and ACTION to Award a Contract for the Purchase and Delivery of Four (4) New Type III Para-Transit Buses for the B-Metro Department."

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

FINANCIAL: Budgeted: YES NO N/A

Grant/Matching Funds From:

Two (2) FTA Section 5310 Grant Funds for 85% and 15% will come from matching funds.

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



PURCHASING & CONTRACT SERVICES PROCUREMENT ANALYSIS

Date: January 22, 2016

To: Mr. Charlie Cabler, City Manager

CC: Mr. Pete Gonzalez, Deputy Assistant City Manager
Mrs. Ruth Osuna, Assistant City Manager
Mrs. Stephanie Reyes, Assistant City Manager
Ms. Norma Zamora, B-Metro Director
Mr. Michael L. Lopez, City Secretary
Mr. Lupe Granado III, Finance Director

From: Mr. Roberto C. Luna, Jr., Purchasing & Contract Services Director

Subject: Agenda Item for the City Commission meeting of February 2, 2016:
"Consideration and Action to Award a Contract for the Purchase and Delivery of Four (4) New Type III Para-transit Buses for the B-Metro Department."

At the request of the B-Metro Director, Norma Zamora, the Purchasing & Contract Services Department has solicited a State of Texas Comptrollers "TEXAS SMARTBUY" proposal for the subject procurement. Under Section § 791.025, "Contracts for Purchases" and Section § 271.101 of the Texas Government Code, the bidding requirement has been satisfied. Therefore, advertisement or invitations for sealed formal bids were not required for this procurement [Bookmark "A" - Section § 791.025, "Contracts for Purchases" and Section § 271.101 of the Texas Government Code]

The B-Metro Department has worked together with Creative Bus Sales representatives, to develop specifications for the four (4) new type III para-transit buses for the B-Metro department. Creative Bus Sales is the awarded "TEXAS SMART BUY" vendor with contract # 071-072-AT. The Creative Sales quote is attached for Commission consideration and action. [Bookmark "B" - TEXAS SMARTBUY - Creative Bus Sales proposal]

RECOMMENDATION

Staff recommends the following:

1. Consideration and Action to Award a Contract for the Purchase and Delivery of Four (4) New Type III Para-transit Buses (Champion Challenger buses) to **Creative Bus Sales** from Irving, Texas for a total amount of **\$307,604.00**. This procurement reflects Texas SMARTBUY contract pricing.
 - Cost for each new, type III para-transit bus is **\$76,901.00**
2. Funding is available for this project is available through two (2) Federal Transit Administration "FTA" Section # 5310 Grant Funds for 85% and 15% will come through matching funds.
 - Account # 65-6887-7510-1204, grant awarded: \$153,802.00 (Federal 85% \$130,731.70 and local 15% \$23,070,.30)
 - Account # 65-6888-7510-1204, grant awarded: \$153,802.00 (Federal 85% \$130,731.70 and local 15% \$23,070,.30)
3. The administration of the B-Metro Department concurs with this recommendation. Please see the attached memorandum from Ms. Norma Zamora, B-Metro Director. [Bookmark "C"- B-Metro Department Recommendation]

**City of Brownsville
Purchasing & Contract Services Department
Departmental Procurement Planning Document**

**Written Procurement History
Replacement of four (4) Brownsville Metro paratransit service buses
FTA 5310 Grant Program, Texas Comptroller Contract – Creative Bus Sales**

I. Background

Department: Brownsville Metro

Date: January 25, 2016

Statement of Need: Brownsville Metro (B Metro) is a City of Brownsville department that provides fixed route and paratransit services to the community fourteen hours daily, Monday through Saturday. Seven cutaway buses comprise B Metro’s dedicated paratransit group. Six of the seven units are required for revenue service throughout each day, continuously providing curb-to-curb, origin-to-destination transportation that complements fixed route service. The paratransit service area lies within a 3/4-mile radius either side of established fixed routes. To partake in paratransit service, registered customers request their trips one-to-seven days in advance, to and from destinations that include medical, other health providers and social services.

Units 532, 533, and 534 are model year 2008. Unit 535 is model year 2009. All four of these paratransit buses have exceeded the Federal Transit Administration’s 5-year service life expectancy for their type. Additionally, the cost of maintaining them, especially having exceeded their duty cycles, continues to escalate due to age, high mileage, and wear & tear from continuous use. Replacements are clearly warranted.

Independent Cost Estimate: B Metro will request a written quote from Creative Bus Sales of Irving, Texas through the Texas Comptroller’s contract TxSmartBuy program for four (4) new replacement cutaway buses by Champion Bus Company.

Selection of Procurement Method and Contract Type: City of Brownsville B Metro intends to acquire, through Texas Comptroller’s TxSmartBuy program, the four new replacement cutaways from Creative Bus Sales as primary vendor. TxSmartBuy is recognized and approved by State of Texas per Section 791.025 “ CONTRACTS OF PURCHASES”, of the Texas Local Government Code, and is a considered and advantageous method of helping B Metro acquire these vehicles since it (TxSmartBuy) satisfies state bidding requirements by governmental entities with legislative approval by the State of Texas.

Funding Source: Funding for acquiring the aforementioned transit vehicles will come from 49 USC 5310 *Transportation for Elderly Persons and Persons with Disabilities* through Federal Transportation Administration grant.

Roberto C. Luna, Jr., Director
Purchasing & Contract Services Department
City of Brownsville

date



Creative Bus Sales

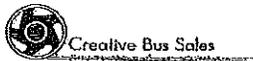
Included Options

Description	Qty	Part #
CHALLENGER 183.0 BODY X 276.0 OL	1	CH230FP
158"X 6.8L FORD E-450 V10 GAS 14,500 GVW	1	FP16
TRANSIT SEGMENT	1	TRANSIT
BATTERY,BOX W/SS TRAY/SLIDE (CUTAWAY)	1	23236
JACK AND LUG WRENCH CUTAWAYS	1	10066
SPARE TIRE/WHEEL 16.0 SHIP LOOSE	1	10014
AS BUILT WIRING DIAGRAMS	1	23152
LIGHTS,DOOR ACTUATED DOME	1	23907
LIGHTS,LED ADA EXTERIOR ONLY-TRUCK LITE	1	23106
LIGHTS,LED ALL EXTERIOR TRUCK LITE	1	23105
RADIO,AM/FM/MP3 CD PLAYER W/4 SPKS	1	21830
FLOORING,FULL RUBBER GRAY RCA (PER FOOT)	23	30032
PLYWOOD,5/8 MARINE GRADE FLOOR	1	33240
70,000 BTU A/C ACT FORD GAS E-SERIES	1	46091
HEATER, 35,000 BTU PROAIR	1	40808
VALVE, BRASS GATE ON HEATER HOSES	1	40163
DOOR,REAR 37-1/8W X 56H W/2 WINDOWS	1	54040
DOOR,PARA S/S JAMB W/ DUAL HANDLES/LOCKS	1	55248
LIFT PACKAGE BRAUN NL919 403/4	1	65517
POUCH,Q'STRAIT TIEDOWN - VINYL	2	60025
Q-STRAINT,TIEDOWN QRT CBI 3.1 Q81.00 TRK	2	60012
BACKUP ALARM (SMALL)	1	70208
ESCAPE HATCH NON-STATIC 1900 TRANSPEC	1	74004
EXIT BUZZER /LIGHT IN-DASH (1 PER BUS)	1	72814
EXIT SWITCH (PER EXIT) NO INDICATOR LITE	5	72816
EXTINGUISHER FIRE 5 POUND	1	70603
FLARE KIT - REFLECTOR	1	72827
FRESNAL LENS	1	73242
GRAB RAILS, CEILING	1	71826
KICK OUT WINDOW (ADDITIONAL)	4	71101
MIRROR,EXTERIOR 5" CONVEX ROUND	2	73332
KIT,FIRST AID - 24 UNIT	1	73036
MIRROR,INTERIOR 6.0 X 16.0	1	72809
STANCHION,W/MODESTY/DRIVERS BARRIER	1	73040
FRONT GLOVE BOX, LOCKING	1	80008
INTERIOR,CEILING FRP (PER FOOT)	23	82004
INTERIOR,WALLS FRP (PER FOOT)	23	82005
BLACKOUT 1" AROUND SIDE WINDOWS	1	52319
DECAL INT/EXT TEXAS DOT SPANISH	1	85379
DECALS INTERIOR/ EXTERIOR TEXAS DOT	1	80917
MID HI FEATHERWEIGHT RIGID W/T LEG DBL	6	94006
LEVEL 1 FABRIC UPGRADE (PER PASSENGER)	12	90038
SEAT,DRIVER/CO PILOT SHIELD FORD/GM	1	96409



Included Options

LEVEL 1 FABRIC - DRIVER SEAT	1	90039
SEAT BELT - USR- DBL FREEDMAN	6	90104
FREEDMAN ABS BACK PROTECTOR	12	90037
SEAT,FREEDMAN-AV GRAB MOLDED BLACK	6	95015



Additional Options-STD

Manufacturer (Brand)	Manufacturer's Code/Part No	Item Description	QTY	Extended Price	Original List Price (MSRP)
Chevrolet	G4500G	Chevrolet G4500 6.0L Gas 14,200 GVW	1	\$1,628.00	\$1,628.00
Bus Manufactures	CB01-001	FRONT MUD FLAPS, PAIR	1	\$33.00	\$33.00
Bus Manufactures	CB01-013	ADD ANTI-RIDE TO REAR BUMPER (STANDARD BUMPER OR ROMEO RIM)	1	\$197.00	\$197.00
Bus Manufactures	CB01-014	ROMEO RIM REAR BUMPER	1	\$866.00	\$866.00
Bus Manufactures	CB02-007	DOOR ALAR WARNING ON REAR DOOR BUZZER and Light in Driver Area	1	\$132.00	\$132.00
Bus Manufactures	CB02-008	WINDOW ALAR ALARM BUZZER ON ALL EGRESS WINDOW, EACH	4	\$132.00	\$530.00
Bus Manufactures	CB02-009	WINDOW ALAR ALARM BUZZER ON ALL EGRESS WINDOWS & LIGHT IN DRIVER AREA	1	\$230.00	\$230.00
Bus Manufactures	CB02-015	VOLTMETER INSTALLED OVERHEAD	1	\$66.00	\$66.00
Bus Manufactures	CB02-016	ROTARY DISCONNECT SWITCH	1	\$132.00	\$132.00
Bus Manufactures	CB02-024	WIRING SCHEMATIC ***AS BUILT*** ON ELECTRICAL PANEL DOOR	1	\$66.00	\$66.00
Bus Manufactures	CB04-012	GROUND PLATE FOR 2-WAY RADIO, PULL CORD, CONDUIT	1	\$99.00	\$99.00
Bus Manufactures	CB05-001	FLAT FLOOR (Raised 6")	1	\$670.00	\$670.00
Bus Manufactures	CB05-002	FLOORING-COVERED UP SIDE WALL	1	\$263.00	\$263.00
Bus Manufactures	CB05-00A	DELETE BASE MODEL A/C SYSTEM - STD CUTAWAY	-1	-\$4,725.00	-\$4,725.00
Bus Manufactures	CB06-013	ACC 103,000 BTU MAX A/C (FORD 6.8L)	1	\$5,161.00	\$5,161.00
Bus Manufactures	CB07-002	DOOR, ENTRANCE 30" ELECTRIC CUTAWAY W/AUTO REVERSE	1	\$427.00	\$427.00
Bus Manufactures	CB09-029	Q-9301-L MAX RETRACTOR TIE DOWN, Q8-6326-AL COMBO LAP/SHOULDER, L TRACK	2	\$1,248.00	\$924.00
Bus Manufactures	CB09-031	Q STRAINIT BELT STORAGE POUCH	2	\$92.00	\$46.00
Bus Manufactures	CB09-032	Q STRAINIT BELT CUTTER (Ship loose)	1	\$14.00	\$14.00
Bus Manufactures	CB10-022	DECAL "PLEASE WATCH YOUR STEP"	1	\$14.00	\$14.00
Bus Manufactures	CB10-023	DECAL VEHICLE HEIGHT STICKER	1	\$14.00	\$14.00
Bus Manufactures	CB15-003	DIAMOND D ROUND FAREBOX W/L VAULT	1	\$1,838.00	\$1,838.00
Bus Manufactures	CB15-004	ADDITIONAL VAULT FOR DIAMOND D ROUND FAREBOX	1	\$788.00	\$788.00
Bus Manufactures	CB16-002	PAINT ENTIRE BUS (UNDER 35') - 1 COLOR NON-METALLIC (roof stays White)	1	\$2,954.00	\$2,954.00
Bus Manufactures	CB17-001	DRIVER-SHIELD FC RECLINER (GM & Ford), RH ARM, 4 POSITION LUMBAR, MESH POCKET	-1	-\$506.00	\$506.00
Bus Manufactures	CB17-004	DRIVER-RECARO DXF SEAT	1	\$2,094.00	\$2,094.00
Bus Manufactures	CB17-009	DRIVER-SEAT COVER LEVEL 3 SHERPA; SHIRE; OR ANY LEVEL 3 COMBO (Shield or Lo-Com Seat Fabrics)	-1	-\$73.00	\$73.00
Bus Manufactures	CB17-020	PASSENGER-MID HIGH DOUBLE SEAT (Standard Right) UPGRADE	-6	-\$270.00	\$45.00
Bus Manufactures	CB17-026	PASSENGER-HANDI FLIP - SINGLE (Flip)	1	\$335.00	\$335.00
Bus Manufactures	CB17-027	PASSENGER-HANDI FLIP - DOUBLE (Flip)	3	\$1,398.00	\$466.00
Bus Manufactures	CB17-033	PASSENGER-DOUBLE (Foldaway)	3	\$2,288.00	\$762.00
Bus Manufactures	CB17-051	PASSENGER-SEAT COVER LEVEL 1 NEWPORT VINYL; OXEN VINYL; OLEFIN	13	\$0.00	\$0.00
Bus Manufactures	CB17-053	PASSENGER-SEAT COVER LEVEL 3 SHERPA; SHIRE; OR ANY LEVEL 3 COMBO	-12	-\$348.00	\$29.00
Bus Manufactures	CB17-060	PASSENGER-ABS SEAT BACKS PER PERSON (Mid-High and Hotchback Fold Only)	-6	-\$516.00	\$88.00
Bus Manufactures	CB17-069	PASSENGER-BLACK US ARMREST (each) *Enter locallon	11	\$363.00	\$33.00
Bus Manufactures	CB17-088	SEAT BELT, USR FREEDMAN RETRACTABLE (per Person) *Not Available with Foldaway Seats	-12	-\$1,140.00	\$95.00
TOTAL					\$16,982.00



Memo

To: Roberto Luna, Purchasing Director

From: Norma H. Zamora, B Metro Director

CC: Charlie Cabler, City Manager
Ruth Osuna, Assistant City Manager
Andrew Munoz, Assistant B Metro Director
Georgina Gonzalez, Accountant

Date: January 13, 2016

RE: Purchase of Four (4) Champion Challenger Buses (Para-Transit Services) for the Brownsville Metro Department - TX Comptroller Smart Buy Contract #071-072-AT

At the request of Brownsville Metro department, the Purchasing & Contract Services Department has requested proposals for the acquisition of four (4) Champion Challenger Buses as part of the department's on-going fleet replacement plan.

Said replacement vehicles will be used to replace/upgrade four (4) Type III para-transit vehicles. According to the Department's files, each vehicle has exceeded its 'useful life' as prescribed by the Federal Transit Administration (FTA). Once the new buses are delivered, staff will begin the process of disposition as per FTA requirements.

Staff requested quotes from Creative Bus Sales using the Texas Comptroller Smart Buy Contract.

Funding for this procurement is derived from Two (2) FTA Section 5310 grants:

FY 2014 Section 5310

Account Number: 65-6887-7510-1204

Grant Award: \$153,802.00

(Federal 85% - \$130,731.70)

(Local 15% - \$23,070.30)

FY 2015 Section 5310

Account Number: 65-6888-7510-1204

Grant award: \$153,802.00

(Federal 85% - \$130,731.70)

(Local 15% - \$23,070.30)

Vehicle Cost (each): \$76,901.00

Total Purchase Price (4 buses): \$307,604.00



BROWNSVILLE METRO

755 International Boulevard, Brownsville, Texas 78520 Telephone: 956-541-4881 Fax: 956-574-6675 bmetro.cob.us

B Metro staff recommends approval to award a contract to Creative Bus Sales in the amount not to exceed \$307,604.00 for the purchase of four (4) Champion Challenger buses using the Texas Comptroller Smart Buy Contract.



Submit

AGENDA REQUEST FORM

Item Number: **12.**

COMMISSION MEETING DATE: 2/2/16

DEPT: PISD

CONTACT Jerry Hedgecock

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Consideration and ACTION to purchase 359 Dell Computers and accessories for both Library Branches, funding for this purchase is from a Community Development Block Grant (CDBG).

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

Date: _____



PURCHASING & CONTRACT SERVICES DEPARTMENT PROCUREMENT ANALYSIS

Date: January 22, 2016

To: Mr. Charlie Cabler, City Manager

CC: Mr. Pete Gonzalez, Deputy Assistant City Manager
Ms. Ruth Osuna, Assistant City Manager
Mrs. Stephanie Reyes, Assistant City Manager
Mr. Jerry Hedgecock, Public Information Services Department Director
Mr. Michael Lopez, City Secretary Director
Mr. Lupe Granado III, Finance Director

From: Mr. Roberto C. Luna, Jr., Purchasing & Contract Services Director

Subject: Agenda Item for the City Commission meeting of February 2, 2016:
"Consideration and Action to award a Contract for the Purchase and Delivery of New Computer Equipment and Computer Accessories for the Brownsville Public Library Department."

At the request of the Public Information Services Department Director, Jerry Hedgecock the Purchasing & Contract Services Department has solicited a Department of Information Resource "DIR" proposal for the subject procurement. Under Section § 791.025, "Contracts for Purchases" and Section § 271.101 of the Texas Government Code, the bidding requirement has been satisfied. Therefore, advertisement or invitations for sealed formal bids were not required for this procurement [Bookmark "A" - Section § 791.025, "Contracts for Purchases" and Section § 271.101 of the Texas Government Code]

The Public Information Services Department has worked together with Dell Inc. representatives, to develop technical/system specifications for the computer equipment and accessories for both Library Buildings. The project consists of the purchase and delivery of 359 new computers and computer accessories listed on the attached proposals. Dell Inc. holds DIR contract # DIR-SDD-1951 for the computer equipment and accessories listed. The DIR/Dell Inc. quotation is attached for Commission consideration and action. [Bookmark "B" - DIR - Dell Inc., proposal]

RECOMMENDATION

Staff recommends the following:

1. Consideration and Action to Award a Contract for the Purchase & Delivery of New Computer Equipment and Computer Accessories for the Brownsville Public Library System to Dell Inc. of Round Rock, TX in the amount of **\$298,723.22**. This procurement reflects DIR contract pricing.
2. Funding for this procurement is available through account the Community Development Block Grant (CDBG) account # 17-7369-7141-215 and account # 17-7369-7441-216.
3. The administration of the Public Information Services Department concurs with this recommendation. Please see the attached memorandum from Mr. James McCoy, Assistant Director. [Bookmark "C"- Public Information Services Department Recommendation]



**PURCHASING & CONTRACT SERVICES DEPARTMENT
PROCUREMENT ANALYSIS**

Date: January 22, 2016

Subject: "Bookmark A"
Texas Government Code

Re: Purchase and Delivery of New Computer Accessories for the Brownsville Public
Library Department

Sec. 791.025. CONTRACTS FOR PURCHASES. (a) A local government, including a council of governments, may agree with another local government or with the state or a state agency, including the comptroller, to purchase goods and services.

(b) A local government, including a council of governments, may agree with another local government, including a nonprofit corporation that is created and operated to provide one or more governmental functions and services, or with the state or a state agency, including the comptroller, to purchase goods and any services reasonably required for the installation, operation, or maintenance of the goods. This subsection does not apply to services provided by firefighters, police officers, or emergency medical personnel.

(c) A local government that purchases goods and services under this section satisfies the requirement of the local government to seek competitive bids for the purchase of the goods and services.

(d) In this section, "council of governments" means a regional planning commission created under Chapter 391, Local Government Code.

Sec. 271.101. DEFINITIONS. In this subchapter:

(1) "Local cooperative organization" means an organization of governments established to provide local governments access to contracts with vendors for the purchase of materials, supplies, services, or equipment.

(2) "Local government" means a county, municipality, special district, school district, junior college district, regional planning commission, or other political subdivision of the state.

Memorandum



To: Robert Luna, Purchasing Manager

From: James McCoy, Assistant Public Information Services Department Director

CC: Jerry Hedgecock, Public Information Services Department Director

Date: 1/22/2016

Re: Dell Computer Purchase



Please see the attached Department of Information Resources (DIR) proposals from Dell Inc. for the purchase of 359 computers and accessories for the Central and Southmost Libraries. We are requesting an agenda item for consideration and approval from the City Commission on February 2nd, 2016. This is a (DIR) purchase from Dell Inc. under contract number DIR-SDD-1951.

Funding Source for this purchase is through CDBG funds out of accounts:

17-7369-7141-215

17-7369-7441-216

The Library System computers have reached their end of life and need to be replaced. The new computers will provide computing resources to the residents that visit the Library on a daily basis. Staff recommends approval of this procurement.



AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/02/2016 ITEM NUMBER: **13.**

DEPT. MAKING REQUEST: Police Department DATE SUBMITTED: 01/28/2016

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 award a term contract for camera surveillance maintenance for the Brownsville Police Department for FY 2016 with a three year option to renew.

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)

Total Protection Systems, Inc. - \$49,200.00

ADMINISTRATIVE APPROVAL: YES NO

City Manager



PURCHASING & CONTRACT SERVICES PROCUREMENT ANALYSIS

Date: January 22, 2016

To: Mr. Charlie Cabler, City Manager

CC: Mr. Pete Gonzalez, Deputy Assistant City Manager
Ms. Ruth Osuna, Assistant City Manager
Mrs. Stephanie Reyes, Assistant City Manager
Mr. Orlando Rodriguez, Chief of Police
Ms. Griselda Rosas, Assistant Interim City Secretary
Mr. Lupe Granado III, Finance Director

From: Mr. Roberto C. Luna, Jr., Purchasing & Contract Services Director

Subject: Agenda Item for the City Commission meeting of February 2nd, 2016:
"Consideration and Action to Award a Term Contract for Camera Surveillance Maintenance for the Brownsville Police Department."

At the request of the Police Chief Orlando Rodriguez, the Brownsville Police Department has solicited a TIPS-USA proposal for the subject procurement. Under Section § 791.025, "Contracts for Purchases" and Section § 271.101 of the Texas Government Code, the bidding requirement has been satisfied. Therefore, advertisement or invitations for sealed formal bids were not required for this procurement. [Bookmark "A" - Section § 791.025, "Contracts for Purchases" and Section § 271.101 of the Texas Government Code]

The Police Department has worked together with Total Protection Systems representative since the beginning of 2015 year on maintaining the entire equipment for the Camera Surveillance service. The project consists of providing preventative maintenance for the existing camera surveillance as well as possible add on equipment to the systems and all upgrades. Total Protection Systems is the TIPS awarded contractor, contract # 4042612 for camera surveillance solutions. The TIPS/ Total Protection System quotation is attached for Commission consideration and action.

RECOMMENDATION

Police Department staff recommends the following:

1. Consideration and Action to Award a Term Contract for Camera Surveillance Maintenance for the Brownsville Police Department to **Total Protection Systems**, of Corpus Christi, TX in the amount of **\$49,200.00**. This procurement reflects TIPS contract pricing.
2. Funding for this procurement is available through Account # 29-311-752.
3. This term contract proposal is based on the security system installed to date with a replacement value of approximately \$221,608.0
4. Term contract shall commence upon award by City Commission and shall expire on December 31, 2016 with a three (3) year option to renew services if mutually agreed by both parties.
5. The administration of the Police Department concurs with this recommendation. Please see the attached memorandum from Mr. James Paschall, Police Commander.

GOVERNMENT CODE

CHAPTER 791. INTERLOCAL[0] COOPERATION[0] CONTRACTS

SUBCHAPTER A. GENERAL PROVISIONS

§ 791.025. CONTRACTS FOR PURCHASES. (a) A local government, including a council of governments, may agree with another local government or with the state or a state agency, including the General Services Commission, to purchase goods and services.

(b) A local government, including a council of governments, may agree with another local government, including a nonprofit corporation that is created and operated to provide one or more governmental functions and services, or with the state or a state agency, including the General Services Commission, to purchase goods and any services reasonably required for the installation, operation, or maintenance of the goods. This subsection does not apply to services provided by firefighters, police officers, or emergency medical personnel.

(c) A local government that purchases goods and services under this section satisfies the requirement of the local government to seek competitive bids for the purchase of the goods and services.

(d) In this section, "council of governments" means a regional planning commission created under Chapter 391, Local Government Code.

Added by Acts 1991, 72nd Leg., ch. 38, § 1, eff. Sept. 1, 1991.
Amended by Acts 1995, 74th Leg., ch. 28, § 1, eff. April 27, 1995; Acts 1997, 75th Leg., ch. 826, § 1, eff. June 18, 1997.

SUBCHAPTER F. COOPERATIVE PURCHASING PROGRAM

Sec. 271.101. DEFINITIONS. In this subchapter:

(1) "Local cooperative organization" means an organization of governments established to provide local governments access to contracts with vendors for the purchase of materials, supplies, services, or equipment.

(2) "Local government" means a county, municipality, special district, school district, junior college district, regional planning commission, or other political subdivision of the state.

Added by Acts 1995, 74th Leg., ch. 746, Sec. 7, eff. Aug. 28, 1995.

Sec. 271.102. COOPERATIVE PURCHASING PROGRAM PARTICIPATION. (a) A local government may participate in a cooperative purchasing program with another local government or a local cooperative organization.

(b) A local government that is participating in a cooperative purchasing program may sign an agreement with another participating local government or a local cooperative organization stating that the signing local government will:

(1) designate a person to act under the direction of, and on behalf of, that local government in all matters relating to the program;

(2) make payments to another participating local government or a local cooperative organization or directly to a vendor under a contract made under this subchapter, as provided in the agreement between the participating local governments or between a local government and a local cooperative organization; and

(3) be responsible for a vendor's compliance with provisions relating to the quality of items and terms of delivery, to the extent provided in the agreement

between the participating local governments or between a local government and a local cooperative organization.

(c) A local government that purchases goods or services under this subchapter satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

Added by Acts 1995, 74th Leg., ch. 746, Sec. 7, eff. Aug. 28, 1995.

SUBCHAPTER G. PURCHASES FROM FEDERAL SCHEDULE SOURCES OF SUPPLY

Sec. 271.103. FEDERAL SUPPLY SCHEDULE SOURCES. (a) A local government may purchase goods or services available under Federal supply schedules of the United States General Services Administration to the extent permitted by federal law.

(b) A local government that purchases goods or services under this subchapter satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

Added by Acts 1997, 75th Leg., ch. 826, Sec. 2, eff. June 18, 1997.

BROWNSVILLE POLICE DEPARTMENT



MEMORANDUM

TO: ROBERT LUNA
PURCHASING DIRECTOR

FROM: JAMES PASCHALL 
COMMANDER, FISCAL MANAGEMENT

SUBJECT: REQUEST FOR AGENDA ITEM
FY 16 SECURITY SURVEILLANCE EQUIPMENT
SERVICE CONTRACT TOTAL PROTECTION INC.

DATE: JANUARY 26, 2016

I am requesting an agenda item regarding our security surveillance contract. In Fiscal Year 2014 we installed and repaired our security surveillance equipment for the main station of the police department and in Fiscal Year 2015, we added security gates and cameras to our newly acquired Rathjen Building. We have also added more cameras, which includes security door upgrades, handicap door upgrades, security gates and also a secured sally port for our municipal jail. The total value of the equipment covered under this agreement is \$221,608.00.

The 12 month maintenance coverage of the installation has now expired and we need to enter into a new maintenance agreement for Fiscal Year 16 to maintain the current system. Total Protection would be the preferred local vendor for this contract since they completed installation and are familiar with the system and all the modules. The total cost for this maintenance agreement is \$49,200.00. This is a full service maintenance agreement, which includes replacement of any equipment failure.

Total Protection Incorporated offers Tips/Taps contract Number 4042612; therefore, no other quotes are required for this maintenance agreement. Funding for this maintenance agreement is through budget code 28-311-752, which utilizes federal forfeiture funds.

Respectfully submitted,

Enclosure: Total Protection Service Proposal FY 16



Closed Circuit Television
Card Access Systems
Gates & Operators
Fire Alarm Systems
Badging Systems
Security Systems

INTEGRATED SYSTEM SOLUTIONS

January 2, 2016

To: Brownsville Police Department
Louie De Leon

From: Linda L. Donnell, CEO

Ref: 12-Month Preventative Maintenance and Service Contract Proposal

We are pleased to offer your review and consideration our TIPS/TAPS (Contract Number-4042612) proposal of \$49,200.00 for annual Preventative Maintenance and Service. The proposal is based on the security equipment installed to date at your facility with a replacement value of \$221,608.00. Listed below is the overview of the services provided and exclusions. This proposal covers a 12-month period beginning January 1, 2016 and ending December 31, 2016 with a three (3) year option to renew.

Included-

24/7 Labor (includes Holidays)
Material Replacement or Repair
Response Time (2-hour Telephone Call Return and 4-1Hour On-Site)
Monthly Preventative Maintenance Visits, visits will be starting the 2nd week of each month
Shipping for repaired or replacement materials are included by Ground methods and owner reserves the right to request other methods at an additional separate cost
Owner reserves the right to provide additional funding for any piece of equipment in need of repair or replacement in order to facilitate an upgrade in quality or technology

Exclusions-

All electrical service provided to the existing equipment including wiring, breakers, panels, transformers and UPS
Equipment repair, replacement and/or labor due to vandalism or misuse (material will be quoted separately and labor will be billed as shows below)
Actos of God or Wat
Painting and/or Patching resulting from equipment replacement

Labor necessary outside of the covered work li8sted above will be billed as follows-

Normal Business Hours
On-Site Technician \$85.00 per hour/2-hour Minimum Billed Portal to Portal
On-Site Technician w/Bucket Truck \$190.00 per hour/2-Hour Minimum Billed Portal to Portal
Telephone Support \$95.00 per hour/Billed Hourly
On-Site IT \$110.00 per hour/2-Hour Minimum Billed Portal to Portal

After Hours/Weekends

On-Site Technician \$127.50 per hour/2-Hour Minimum Billed Portal to Portal
On-Site Technician w/Bucket Truck \$285.00 per hour/2-Hour Minimum Billed Portal to Portal
Telephone Support \$142.50 per hour/Billed Hourly

WEB PAGE: www.totalprotection.com E-MAIL: SALES@TOTALPROTECTION.COM
PO BOX 270837 • CORPUS CHRISTI • TEXAS 78427- 0837

(361) 289 – 2788 • FAX (361) 289 – 1688
Area Offices AUSTIN • DALLAS • HARLINGEN • STAFFORD



Closed Circuit Television
Card Access Systems
Gates & Operators
Fire Alarm Systems
Badging Systems
Security Systems

INTEGRATED SYSTEM SOLUTIONS

On-Site IT \$165.00 per hour/2-Hour Minimum Billed Portal to Portal

State Holidays

On-Site Technician \$170.00 per hour/4-Hour Minimum Billed Portal to Portal

On-Site Technician w/Bucket Truck \$380.00 per hour/4-Hour Minimum Billed Portal to Portal

Telephone Support \$190.00 per hour Billed Hourly

On-Site IT \$220.00 per hour/4-Hour Minimum Billed Portal to Portal

Accepted: _____

Date: _____

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AGENDA REQUEST FORM

CITY COMMISSION MEETING DATE: 02/02/2016 ITEM NUMBER: 14.
 DEPT. MAKING REQUEST: Legal DATE SUBMITTED: 01/28/2016
 CONTACT PERSON(S) NAME: Mark Sossi
 PHONE: 956-548-6011 FAX: 956-546-4291 E-MAIL: mark.sossi@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 the City Manager to execute the Brownsville Sports Park Maintenance Agreement with the Brownsville Community Improvement Corporation (BCIC) for Fiscal Year 2016. (Mark Sossi- City Attorney)

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

THE STATE OF TEXAS
COUNTY OF CAMERON

§
§
§

BROWNSVILLE SPORTS PARK MAINTENANCE AGREEMENT

This Brownsville Sports Park Maintenance Agreement is made on this 1st day of October, 2015, in the City Of Brownsville, State Of Texas, by and between the BROWNSVILLE COMMUNITY IMPROVEMENT CORPORATION, a Texas non-profit corporation having a place of business at 1001 E. Elizabeth, Brownsville, Cameron County, Texas 78520, hereinafter referred to as “BCIC,” and the CITY OF BROWNSVILLE, TEXAS, an incorporated home-rule municipality of the State Of Texas having its administrative offices at 1001 E. Elizabeth Street, Brownsville, Cameron County, Texas 78522, hereinafter referred to as “CITY.”

WHEREAS, the BCIC is a corporation established to enhance economic development and quality of life in the City Of Brownsville, pursuant to Article 5190.6 of the Texas Revised Civil Statutes, the Development Corporation Act of 1979 (as amended);

WHEREAS, the CITY is interested in enhancing economic development and quality of life in the City Of Brownsville, and has acted to provide certain sales tax revenues to fund the BCIC to fulfill such goals and endeavors;

WHEREAS, the BCIC has dedicated certain sales tax revenues and issued bonds to develop a public park, known as the Brownsville Sports Park to serve a public purpose for the City of Brownsville;

WHEREAS, the CITY recognizes the Brownsville Sports Park as a public park and accords all protections that are entitled to a public park under the law and covers such public park under the General Liability of the City and provides for the utilities for this park;

WHEREAS, the BCIC has entered into an agreement with the CITY to perform certain administrative functions and services for the BCIC and BCIC is interested continuing to assist and work in tandem with the CITY in a collaborative manner to enhance economic development and quality of life with regards to the Brownsville Sports Park;

WHEREAS, in order to continue to maintain the Brownsville Sports Park to successfully enhance economic development, and generate revenue, the BCIC and the CITY are willing and able to enter into an agreement to provide funding for the maintenance and operations for the Brownsville Sports Park and each party hereto is willing to enter into this Agreement, and is legally authorized to do so.

NOW, THEREFORE, for and in consideration of the premises and mutual promises of the parties and the mutual benefits they will gain by the performance thereof, all in accordance with the provisions hereinafter set forth, the BROWNSVILLE COMMUNITY IMPROVEMENT CORPORATION and the CITY OF BROWNSVILLE, TEXAS agree as follows:

I.

General Services

The parties agree that the CITY will utilize and oversee certain designated employees of the CITY and/or contractors for the operation and maintenance of the Sports Park. These services to be rendered include and are not limited to the management, maintenance and operation of the Brownsville Sports Park (including the provision of adequate and qualified personnel for the operation and maintenance of the Sports Park on a day-to-day basis); the oversight of any contractors; the marketing of the Brownsville Sports Park including maintaining an updated website; the making of all decisions related to the operation and maintenance of the Sports Park; the solicitation of tournaments and other events; the preparation and implementation of maintenance, work schedule, inventory and safety logs; the preparation and issuance of financial reports thereof, the preparation of a budget thereof, the maintenance of the financial records and ledgers of the Brownsville Sports Park (as shall be outlined in Paragraph II and Schedule A). Any substantial or material changes to park construction which are not part of regular park maintenance or minor improvements shall not be implemented without providing the BCIC at least 60 days' written notice.

II.

Superintendent and Marketing Coordinator

The CITY shall either hire or designate a City employee who shall be known as the Sports Park Superintendent, who shall administer and manage the Brownsville Sports Park, and who shall perform all services, acts or things necessary or advisable to manage and conduct the day-to-day business and activities of the Brownsville Sports Park, in a manner calculated to maximize the corporation's goals of enhancing economic development and quality of life and to maximize the value of the BCIC's investments in the Brownsville Sports Park.

Such matters shall include but not be limited to the supervision and management of the Brownsville Sports Park and its personnel and/or any contractors; providing for policy and procedures for the Brownsville Sports Park; publicity for or marketing the Brownsville Sports Park, processing inquiries and requests for the use of the Brownsville Sports Park including a scheduling system for public use of all the facilities, seeking and obtaining funds from various sources (e.g., grants, sponsorships), providing a liaison between the corporation and the CITY, and providing a liaison between the corporation and the public. The CITY agrees that the Superintendent will at all times faithfully, industriously and to the best of his or her abilities, experience and talents, perform all of the duties that may be required of and from him or her pursuant to the express and implicit terms hereof, to the reasonable satisfaction of the corporation.

The CITY shall also either hire or designate a City employee who shall be known as the Sports Park Marketing Coordinator, who with the Superintendent shall develop and implement publicity and marketing strategies for the effective promotion of the park and its activities, including the solicitation and implementation of new events, tournaments and activities to the park, and who shall be responsible for the promotion and execution of major events and tournaments.

III.

Compensation; Enterprise Fund

As compensation for all services rendered and expenses incurred under this Agreement during the term of this Agreement, including the provision or use of equipment, labor and materials, the CITY shall be paid by the BCIC the sum of \$750,000.00 of the sales tax revenues received by the BCIC from the CITY. Such amount shall be used as outlined in Schedule B and paid 1/12 monthly computed on a pro rata basis. All vehicles, equipment, supplies and materials purchased with BCIC funds or funds generated through the Brownsville Sports Park shall be used solely and strictly for and at the Brownsville Sports Park, and the BCIC shall take an active role in budgeting these funds.

Any compensation due to any employees of the CITY shall hereunder be paid to said employees by the CITY in accordance with the terms of the contracts of employment of said individuals with the CITY and all compensation payable there under shall be subject to withholding for federal income taxes, FICA FUTA and other legally required withholding taxes and contributions, which shall not be the responsibility of the BCIC under any circumstances.

The CITY shall also continue to establish a separate fund for the deposit of all Brownsville Sports Park income and revenue from donations, sponsorships, tournaments, concessions, naming rights, rentals, and leases, and provide quarterly financial reports to the BCIC board.

IV. Term Of Agreement

The term of this Agreement shall be October 1, 2015 to September 30, 2016. The parties retain the right to renew and extend the term of this Agreement for an additional term or terms of one (1) year, upon the expiration of this Agreement, under the same terms, covenants and conditions, so far as is applicable, as contained in the Agreement. However, the parties shall retain the ability to enforce the provisions of this Agreement after the expiration of said term (or terms).

V. Status Of Parties

Both parties hereto shall not be construed to have the relationship of partners, joint venturers, principal - agent or employer-employee. The parties hereto are separate corporate entities who enter into this contract for their respective (and the public's) benefit. Furthermore, as regards the provision of services contemplated hereunder, the employees of the CITY are not to be construed or deemed to be employees of the BCIC, such employees being the employees only of the CITY, acting as an independent contractor.

VI. Termination

This Agreement may be terminated (prior to the said term of this Agreement): (A) by the mutual agreement of the parties, set forth in writing and signed by the parties; (B) by either party, for cause or without cause, for any reason and upon sixty (60) days' written notice; or (C) should either party default in conforming with or adhering to any requirement, condition or term of this Agreement, and, after such default is brought to the attention of the defaulting party, such default is not corrected within fifteen (15) days.

Either party may, at its option, extend the period for performance to correct any such default; of either party attempts to terminate this Agreement on the basis of default, the defaulting party must be given an opportunity to be heard before the termination is finalized. In addition to termination, both parties reserve the right to proceed with a claim for damages in the event that this contract or a portion thereof is breached by the other party.

In the event of the termination of this Agreement for any reason prior to the expiration of the term of the Agreement, the CITY shall be entitled to all compensation earned by it through the effective date of termination, computed pro rata through that date, but shall not be entitled to any further compensation under any circumstances.

VII.
Insurance; Indemnity

Both of the parties agree to accept the errors and omissions insurance coverage as provided through the general liability policy in effect for the City of Brownsville.

VIII.
No Assignment

This Agreement shall not be assigned in whole or in part by either party without the consent and approval of the other party, set forth in writing and signed by both parties. Any assignee will be bound by the terms of this Agreement.

IX.
Compliance With All Laws

Both parties will act, at all times, in compliance with all pertinent and applicable laws and regulations.

X.
Notices

All notices to either party shall be sent by certified mail or personal delivery either to

A. BCIC, Executive Director
Brownsville Community Improvement Corporation
P.O. Box 911
Brownsville, TX 78522

B. City Manager
City of Brownsville
P.O. Box 911
Brownsville, TX 78522

XI.
No Waiver

Any waiver by either party of any default under or breach of this Agreement shall not be construed to be a continuing waiver of such default or breach, nor as a waiver of or permission for (express or implied) any other or subsequent default or breach.

XII.

Entire Agreement: Amendment

This instrument contains the entire agreement between the parties relating to the rights herein granted and obligations herein assumed, and supersedes any prior understandings, representations, memorandums or agreements regarding the service relationship that is the subject of this Agreement. Any oral representations or modifications concerning this instrument shall be of no force or effect. This Agreement may be amended, provided that no amendment, modification or alteration of the terms of this Agreement shall be binding unless the same is in writing and duly executed by the parties hereto.

XIII.

Law Governing; Venue

This Agreement shall be governed by and construed in accordance with the laws of the State Of Texas (and where applicable, the laws of the United States of America). The obligations and undertakings of each of the parties to this Agreement shall be performable in Cameron County, Texas.

XIV.

Invalidity

If any term, provision, covenant or condition of this Agreement is held by a tribunal of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect and shall not be affected, impaired or invalidated. Moreover, it is the intention of the parties to this Agreement that in lieu of each clause or provision of this Agreement that is held to be invalid, void or unenforceable, there be added as a part of this Agreement a clause or provision as similar in terms to such invalid, void or unenforceable clause or provision as may be possible which shall nevertheless be valid, legal and enforceable.

XV.

Construction Of Instrument

Parties agree that this agreement be construed in a fair and reasonable manner and not in favor of any party.

XVI.

“Act Of God” Excuses Performance

In the event that either party shall be prevented from completing performance of their respective obligations hereunder by an act of God or any other occurrence whatsoever which is beyond the control of the parties hereto, then they shall be excused from any further performance of their obligations and

undertakings hereunder, provided however, that in the event that any such performance is only interrupted or delayed, the affected party shall be excused from such performance for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof.

XVII.
Arbitration

ANY DISPUTE, CONTROVERSY OR CLAIM ARISING OUT OF OR RELATING TO THIS AGREEMENT, OR THE BREACH, TERMINATION OR ONVALIDITY THEROF, SHALL BE SETTLED BY NON BINDING MEDIATION USING AN ATTORNEY MEDIATOR, SUCH MEDIATION TO BE CONDUCTED IN BROWNSVILLE, CAMERON COUNTY, TEXAS.

XVIII.
Authority

The BCIC certifies that it is authorized to enter into this Agreement, and that its Board of Directors has authorized the execution of such Agreement by two of its presiding officers. The CITY certifies that it is authorized to enter into this Agreement, and that its City Commission has authorized the execution of such Agreement by its City Manager.

EXECUTED in duplicate on this ____ day of January, 2016, at Brownsville, Cameron County, Texas.

BROWNSVILLE COMMUNITY
IMPROVEMENT CORPORAION

CITY OF BROWSNVILLE, TEXAS

BY: _____
Omar Hernandez
BCIC Chair

BY: _____
Charlie Cabler
City Manager

BY: _____
Anisa Gonzalez
BCIC Secretary

BY: _____
Michael Lopez
City Secretary

SCHEDULE A

RECORDS AND REPORTS

1. CITY shall submit the following Monthly Reports to the BCIC by the fifth day of each month:
 - a. Equipment / vehicle Maintenance Log
 - b. Inventory Supply Log inclusive of tools, equipment, supplies and materials.
 - c. Daily park Safety Inspection Log
 - d. Maintenance Work Schedule and associated Log
 - e. Equipment / vehicle Check-In / Check-Out Log
 - f. Park User Log

2. CITY shall submit a monthly accounting record of the Enterprise Fund set up under the City of Brownsville Management System which will account for any income generated from such sources as donations, sponsorships, tournaments, concessions and rentals and/or leasing agreements.

3. CITY shall provide at minimal a monthly report to the BCIC Board with a continually updated calendar of events and the economic impact of such events and marketing efforts to promote the Sports Park.