

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

Cesar de Leon, At-large Commissioner "A" Rose M.Z. Gowen, M.D., At-large Commissioner "B"
Ricardo Longoria, Jr., District Commissioner 1 Jessica Tetreau, District Commissioner 2 Deborah
Portillo, District Commissioner 3 John Villarreal, District Commissioner 4
Antonio Martinez, Mayor

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

1. OCT. 4, 2016 AGENDA

Documents:

[A-10-04-2016.PDF](#)

2. OCT. 4, 2016 BINDER

Documents:

[BINDER10-04-2016-SM.PDF](#)

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

4. 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 "j"

a) To acknowledge the following individuals to incur travel expense:

<u>Employee</u>	<u>Department</u>	<u>Destination</u>	<u>Date</u>
Dorene Fourar	BMetro	Corpus Christi, TX	Oct. 09-12, 2016
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- b) Consideration to award a three (3) year Technical Service Support Agreement for the maintenance and servicing of Physio Control LifePak 12 Heart Monito/Defibrillator and LifePak 1000 AEDs currently used by the department. (Chief Carlos Elizondo – Fire)
- c) Consideration and **ACTION** to award a term contract for Temporary Employment Services for the City of Brownsville. (Oscar Salinas – Human Resources)
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- e) **APPROVAL** on **SECOND** and **FINAL READING** of **Ordinance Number 235-2016-042**, to rezone from Dwelling “Z” (DZ) to General Retail ‘G” (4CG) for 2.3 acres of Block 2 and 3 of R.B. Rentrfo located near FM 802 and Chachalaca Drive. (District 4) (Constanza Miner – Planning Director of Operations)
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- g) **APPROVAL** on **SECOND** and **FINAL READING** of **Ordinance Number 235-2016-073**, to rezone from Dwelling “Z” (DZ) to General Retail “G” (4CG) for .6248 acres for Lots 9, 10, 11 & 12 of Block 107 of Olmito Original Townsite located near Expressway 77/83 and Hargill Street. (Constanza Miner – Planning Director of Operations)
- h) **APPROVAL** on **SECOND** and **FINAL READING** of **Ordinance Number 235-2016-074-CO**, to rezone from Dwelling “Z” (DZ) to Apartment “H” (AH) for 6.65 acres for Blocks 3 & 4 of Rentfro Subdivision located at 950 W. FM 802. (Constanza Miner – Planning Director of Operations)
- i) **APPROVAL** on **SECOND** and **FINAL READING** of **Ordinance Number 235-2016-076**, to rezone from Dwelling “A” (DA) General Retail “A” (4CA) for 1.96 acres for Lots 1, 2, 3 and 4 of Block 1 of Los Ebanos Properties Subdivision Lots S. Resubdivision located at 950 Paredes Line Road. (Constanza Miner – Planning Director of Operations)
- j) **APPROVAL** on **SECOND** and **FINAL READING** of **Ordinance Number 235-2016-078**, to rezone from Professional Office “G” (1CG) to Dwelling “G” (DG) for Lot 9 of Block 1 of Acacia Lake Subdivision located at 524 Billy Mitchell Boulevard. (Constanza Miner – Planning Director of Operations)

BOARDS AND COMMISSIONS:

- 5. Consideration and **ACTION** to appoint a Commissioner to the Brownsville Beautification Committee. (Michael L. Lopez – Assistant City Manager)
- 6. Consideration and **ACTION** to re-appoint two (2) members and appoint three (3) new members to the Brownsville Metro Transit Advisory Committee. (Norma H. Zamora – BMetro)

PUBLIC HEARINGS:

- 7. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2016-077-CO**, to rezone from Dwelling “A” (DA) to Apartment “A” (AA-CO) for 6.38 acres for Lots 7, 8, & 9 of Block U of Brownsville Land & Improvement Company Subdivision located at 454 Los Ebanos & 504 Los Ebanos. (Constanza Miner – Planning Director of Operations) [TABLED 09/20/2016]
- 8. Public Hearing and **ACTION** on **Ordinance Number 2016-1217-D**, amending Ordinance Number 2009-1217-C of April 21, 2009 by: (A) adopting the maximum allowable and actual water and wastewater impact fees; (B) providing for certain qualified exemptions; (C) providing for severability; and (D) providing for an effective date. (Constanza Miner – Planning Director of Operations)

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

<p>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.</p>
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Mayor of the City of Brownsville

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City Secretary

3.

The City of Brownsville

Presents the

Employee of the Month

to

FERNANDO ARELLANO, JR.
HEALTH/FOOD SANITATION INSPECTOR I

With

PUBLIC HEALTH

In recognition for outstanding services rendered to the City of Brownsville

For the Month of SEPTEMBER 2016

Presented on this 6TH day of SEPTEMBER, 2016



Submit

AGENDA REQUEST FORM

Item Number: **4a.**

COMMISSION MEETING DATE: 10/04/16

Brownsville Metro
 DEPT: Department CONTACT Norma H. Zamora

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:
 Consideration and ACTION to authorize Dorene Fourar, Grant/Public Outreach Manager and Tracie Orcillez, Lead Supervisor to travel to Corpus Christi, Texas to attend the Texas Transit University 2016 Fall Networking & Training on October 9-12, 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)

Sponsors: Texas Transit Association (TTA)

City Manager Approval

 Date: _____



MEMO

To: Charlie Cabler, City Manager
Cc: Pete Gonzalez, Deputy Chief/CFO
From: Norma H. Zamora, Director
Date: September 26, 2016
Re: B Metro Dept. Agenda Request for Travel

We hereby request authorization for Dorene Fourar, Grant/Public Outreach Manager and Tracie Orcillez, Lead Supervisor, to travel to Corpus Christi, Texas to attend Texas Transit University 2016 Fall Networking & Training on October 9-12, 2016.

Please see attached documents;

- Agenda Request Form
- Travel Request Form

7. Transportation information

- b. Meals & IE Per Diem Allowance
- c. Lodging information
- d. Registration Confirmation

I hope this information will suffice and should you have any questions please feel free to contact me at (956) 541-4881.





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: Sept. 28, 2016

FROM: Norma H. Zamora

DEPARTMENT Brownsville Metro

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

Dorene Fourar
EMPLOYEE NAME

Grant/Public Outreach Manager
POSITION

1. Destination: Corpus Christi, Texas
2. Est. date and time leaving: October 9, 2016 Est. date and time returning: October 12, 2016
3. Transportation mode: City Vehicle Private Vehicle Airplane (scheduled) No Transportation Cost

4. Purpose of Trip:
Attend Texas Transit University 2016 Fall Networking & Training

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

6. Will any costs be paid by a grant or sponsor: YES NO (List) _____
applied for TxDOT Scholarship and 65-562-770

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

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

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation <u>326</u> miles x 50.5 cents a mile for private vehicle (list other) <u>personal vehicle</u>	\$ <u>176.04</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>105.00</u> per night x (1) person	\$ <u>362.25</u>
d. Registration Fees \$ <u>150.00</u> per person x (1) person	\$ <u>150.00</u>
e. Other costs (explain) <u>n/a</u>	\$ <u>n/a</u>
TOTAL:	\$ <u>894.79</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 744.79 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:	* Employee Signatures:
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9. Charges to be made to line item # 65 562-770 which has a balance of \$ 5700.00 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

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TO: **FINANCE DIRECTOR**

DATE: Sept. 28, 2016

FROM: Norma H. Zamora

DEPARTMENT Brownsville Metro

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

Tracie Orcillez
EMPLOYEE NAME

Lead Supervisor
POSITION

1. Destination: Corpus Christi, Texas
2. Est. date and time leaving: October 9, 2016 Est. date and time returning: October 12, 2016
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d. Registration Fees \$ <u>150.00</u> per person x (1) person	\$ <u>150.00</u>
e. Other costs (explain) <u>n/a</u>	\$ <u>n/a</u>
TOTAL:	\$ <u>758.75</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 608.75 FOR THE PURPOSE OF THIS TRIP.

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

9. Charges to be made to line item # 65 562-770 which has a balance of \$ 4791.25 as of this date.

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

/s/ _____
Finance Director

City of Brownsville, Texas
Analysis of Meal & IE Per Diem Allowance
Texas Transit University 2016 Fall Networking & Training
October 9-12, 2016
Corpus Christi, TX
The Daily Meal & IE For Corpus Christi, Texas \$59.00

<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>
Oct. 09, 2016	Sunday	0	44.25	44.25
Oct. 10, 2016	Monday	59.00	0.00	59.00
Oct. 11, 2016	Tuesday	59.00	0.00	59.00
Oct. 12, 2016	Wednesay		44.25	44.25
Total Meal & IE Per diem		118.00	88.50	206.50



Submit

AGENDA REQUEST FORM

Item Number: **4a.**

COMMISSION MEETING DATE: 10/04/16

Brownsville Metro
 DEPT: Department CONTACT Norma H. Zamora

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:
 Consideration and ACTION to authorize Nancy Garcia, Parking Enforcement-Security to travel to Chicago, Illinois to attend the Genfare Maintenance Training on Oct. 23-28, 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)

City Manager Approval

_____ Date: _____



MEMO

To: Charlie Cabler, City Manager
Cc: Pete Gonzalez, Deputy Chief/CFO
From: Norma H. Zamora, Director
Date: September 26, 2016
Re: B Metro Dept. Agenda Request for Travel

We hereby request authorization for Nancy Garcia, Parking Enforcement/Security to travel to Chicago, Illinois to Genfare Maintenance Training on October 23-28, 2016.

Please see attached documents;

- Agenda Request Form
- Travel Request Form

7. Transportation information

- a. flight itenary
- b. Meals & IE Per Diem Allowance
- c. Lodging information
- d. Registration Confirmation

I hope this information will suffice and should you have any questions please feel free to contact me at (956) 541-4881.





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: Sept. 26, 2016

FROM: Norma H. Zamora

DEPARTMENT Brownsville Metro

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

Nancy Garcia

Parking Enforcement Security

EMPLOYEE NAME

POSITION

1. Destination: Chicago, Illinois
2. Est. date and time leaving: Sunday, Oct. 23, 2016 Est. date and time returning: Friday, Oct. 28, 2016
3. Transportation mode: City Vehicle Private Vehicle Airplane (scheduled) No Transportation Cost

4. Purpose of Trip:

Attend the Genfare Maintenance Training.

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

6. Will any costs be paid by a grant or sponsor: YES NO (List) _____
65-560

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

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

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate) Estimated Cost to the City:
- | | | |
|--------------------------|---|-------------------|
| a. Transportation | <u> </u> miles x 50.5 cents a mile for private vehicle (list other) <u>airplane fare</u> | \$ <u>417.00</u> |
| b. Meals: | PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL] | \$ <u>324.50</u> |
| c. Lodging | \$ <u>108.00</u> per night x (1) person | \$ <u>599.40</u> |
| d. Registration Fees | \$ <u>1500.00</u> per person x (1) person | \$ <u>1500.00</u> |
| e. Other costs (explain) | <u>luggage charges, taxi/shuttle service</u> | \$ <u>300.00</u> |
| | TOTAL: | \$ <u>3140.90</u> |

8. I HEREBY REQUEST AN ADVANCE OF \$ 1223.90 FOR THE PURPOSE OF THIS TRIP.

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

9. Charges to be made to line item # 65 - 560- which has a balance of \$ _____ as of this date.

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

/S/ _____
Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 Genfare Maintenance Training
 Chicago, Illinois
 Oct. 23-28, 2016
 The Daily Meal & IE For Waco, Texas is \$59.00

<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>
Oct. 23, 2016	Sunday	0.00	44.25	44.25
Oct. 24, 2016	Monday	59.00	0.00	59.00
Oct. 25, 2016	Tuesday	59.00	0.00	59.00
Oct. 26, 2016	Wednesday	59.00	0.00	59.00
Oct. 27, 2016	Thursday	59.00	0.00	59.00
Oct. 28, 2016	Friday	0.00	44.25	44.25
		<u>236.00</u>	<u>88.50</u>	<u>324.50</u>

Nightly lodging will be from Oct. 23, 2016 and checking out on Oct. 28, 2016.



Submit

AGENDA REQUEST FORM

Item Number: **4a.**

COMMISSION MEETING DATE: 10/4/16

DEPT: Finance

CONTACT Lupe Granado

AGENDA

Lupe

Digitally signed by Lupe
DN: cn=Lupe, o=City of
Brownsville, ou=Finance
Dept., email=lupe@cob.us,
c=US
Date: 2016.09.27 13:55:19
-05'00'

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 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 to approve travel request for Gerardo Garcia to attend the training titled "Passenger Facility Charges Workshop" and the "Rates & Charges Workshop" to be held in Phoenix, AZ on November 2 - November 4, 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)

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: 10/4/2016

FROM: Lupe Granado, III

DEPARTMENT Finance

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

Gerardo Garcia
EMPLOYEE NAME

Accountant II
POSITION

1. Destination: Phoenix, AZ

2. Est. date and time leaving: 11/1/2016 Est. date and time returning: 11/4/2016

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

4. Purpose of Trip:
To attend the Passenger Facility Charges & Rates and Charges Workshops.

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

Anticipated benefit from attending workshops will provide better understanding of PFC & charges and their proper usage and reporting.

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

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

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

Table with 2 columns: Expense Category and Estimated Cost to the City. Rows include Transportation (Airfare \$370.56), Meals (PER DIEM AS PER CITY TRAVEL EXPENSE POLICY @ 75% FOR FIRST & LAST DAY OF TRAVEL \$206.50), Lodging (\$185 per night x (1) person \$555.00), Registration Fees (\$1280 per person x (1) person \$1,280), Other costs (explain) \$0, and TOTAL: \$2,412.06.

8. I HEREBY REQUEST AN ADVANCE OF \$761.50 FOR THE PURPOSE OF THIS TRIP.

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

9. Charges to be made to line item #01-211 _770 which has a balance of \$13,000 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

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 During the PFC & Rates & Charges Workshops
 in Phoenix, AZ
 The Daily Meal & IE 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>
November 1, 2016	Tuesday	-	44.25	44.25
November 2, 2016	Wednesday	59.00	-	59.00
November 3, 2016	Thursday	59.00		59.00
November 4, 2016	Friday		44.25	44.25
Total Meal & IE Allowance		<u>118.00</u>	<u>88.50</u>	<u>206.50</u>



Submit

AGENDA REQUEST FORM

Item Number: **4a.**

COMMISSION MEETING DATE: 10/4/16

DEPT: Public Health

CONTACT Arturo Rodriguez

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:

Consideration and action to approve travel for Fernando Arellano, Jr., Health/Food Sanitation Inspector I; Andres Macias, Ordinance Enforcement I; and Jesus Rodriguez, Pest Control Officer; to attend the 2016 Texas Mosquito Control Association "TMCA" Annual Meeting in Corpus Christi, Texas on October 18-20, 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)

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: 09/26/2016

FROM: Arturo Rodriguez

Public Health

DEPARTMENT

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

Fernando Arellano, Jr.

EMPLOYEE NAME

Health/Food Sanitation Inspector I

POSITION

1. Destination: Corpus Christi, Texas

2. Est. date and time leaving: Tuesday, October 18, 2016

Est. date and time returning: Thursday, October 20, 2016

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

4. Purpose of Trip:

To attend the 2016 Texas Mosquito Control Association "TMCA" Annual Meeting.

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

The meeting deals with Texas Mosquito Control Association, Scientific and Operational Presentations, as well as Regulatory Updates.

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"/>	\$ 100.00
b. Meals:	PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	<input type="text"/>	\$ 147.50
c. Lodging	\$ $\frac{\$129 \times 2 = \$40.90 + (\text{tax})}{}$ per night x (1) person	<input type="text"/>	\$ 298.90
d. Registration Fees	\$ 1 per person x (1) person	<input type="text"/>	\$ 75.00
e. Other costs (explain)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>
TOTAL:			\$ 621.40

8. I HEREBY REQUEST AN ADVANCE OF \$ 546.40 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 01 - 532-770 which has a balance of \$ 1,200 as of this date.

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

/S/ _____

Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 for 2016 TMCA Annual Meeting
 in Corpus, Christi
 From October 18-20, 2016
 The Daily Meal & IE For Corpus, Christi \$59.00

<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>
18-Oct-16	Tuesday	44.25	44.25
19-Oct-16	Wednesday	59.00	59.00
20-Oct-16	Thursday	44.25	44.03
Total Meal & IE Allowance	<u>59.00</u>	<u>88.50</u>	<u>147.28</u>

Nightly Lodging from October 18, 2016 and check out on Thursday, October 20, 2016.
 Tuesday, October 18, 2016 (first day) and Thursday, October 20, 2016 (last day) were traveling days.



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

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

TO: **FINANCE DIRECTOR**

DATE: 09/26/2016

FROM: Arturo Rodriguez

Public Health

DEPARTMENT

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

Andres Macias

EMPLOYEE NAME

Ordinance Enforcement Office I

POSITION

1. Destination: Corpus Christi, Texas

2. Est. date and time leaving: Tuesday, October 18, 2016

Est. date and time returning: Thursday, October 20, 2016

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

4. Purpose of Trip:

To attend the 2016 Texas Mosquito Control Association "TMCA" Annual Meeting.

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

The meeting deals with Texas Mosquito Control Association, Scientific and Operational Presentations, as well as Regulatory Updates.

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) \$

b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL] \$ 147.50

c. Lodging \$ $\$129 \times 2 = \$40.90 + (\text{tax}) =$ per night x (1) person \$ 298.90

d. Registration Fees \$ 1 per person x (1) person \$ 75.00

e. Other costs (explain) \$

TOTAL: \$ 521.40

8. I HEREBY REQUEST AN ADVANCE OF \$ 464.40 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 01 - 535-770 which has a balance of \$ 3,000 as of this date.

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

/s/ _____

Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 for 2016 TMCA Annual Meeting
 in Corpus, Christi
 From October 18-20, 2016
 The Daily Meal & IE For Corpus, Christi \$59.00

<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>
18-Oct-16	Tuesday	44.25	44.25
19-Oct-16	Wednesday	59.00	59.00
20-Oct-16	Thursday	44.25	44.03
Total Meal & IE Allowance	<u>59.00</u>	<u>88.50</u>	<u>147.28</u>

Nightly Lodging from October 18, 2016 and check out on Thursday, October 20, 2016.
 Tuesday, October 18, 2016 (first day) and Thursday, October 20, 2016 (last day) were traveling days.



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

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

TO: **FINANCE DIRECTOR**

DATE: 09/26/2016

FROM: Arturo Rodriguez

Public Health

DEPARTMENT

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

Jesus Rodriguez

EMPLOYEE NAME

Pest Control Officer

POSITION

1. Destination: Corpus Christi, Texas

2. Est. date and time leaving: Tuesday, October 18, 2016

Est. date and time returning: Thursday, October 20, 2016

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

4. Purpose of Trip:

To attend the 2016 Texas Mosquito Control Association "TMCA" Annual Meeting.

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

The meeting deals with Texas Mosquito Control Association, Scientific and Operational Presentations, as well as Regulatory Updates.

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) _____ \$ _____

b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL] \$ 147.50

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

d. Registration Fees \$ 1 _____ per person x (1) person \$ 75.00

e. Other costs (explain) _____ \$ _____

TOTAL: \$ 222.50

8. I HEREBY REQUEST AN ADVANCE OF \$ 147.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 01 - 532-770 which has a balance of \$ 1,260 as of this date.

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

/S/ _____
Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 for 2016 TMCA Annual Meeting
 in Corpus, Christi
 From October 18-20, 2016
 The Daily Meal & IE For Corpus, Christi \$59.00

<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>
18-Oct-16 Tuesday		44.25	44.25
19-Oct-16 Wednesday	59.00		59.00
20-Oct-16 Thursday		44.25	44.03
Total Meal & IE Allowance	<u>59.00</u>	<u>88.50</u>	<u>147.28</u>

Nightly Lodging from October 18, 2016 and check out on Thursday, October 20, 2016.
 Tuesday, October 18, 2016 (first day) and Thursday, October 20, 2016 (last day) were traveling days.



Submit

AGENDA REQUEST FORM

Item Number: **4a.**

COMMISSION MEETING DATE: 10/4/16

DEPT: Public Health

CONTACT Arturo Rodriguez

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:

Consideration and Action to approve travel for Arturo Rodriguez, Public Health and Wellness Director, to attend the 2016 Robert Wood Johnson Foundation "RWJF" Culture of Health Prize to be held in Princeton, New Jersey on October 18-21, 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)

ROBERT WOOD JOHNSON FOUNDATION WILL COVER ALL COSTS ASSOCIATED WITH THE EVENT AND TRAVEL.

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: 09/27/2016

FROM: Arturo Rodriguez

Public Health

DEPARTMENT

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

Arturo Rodriguez

EMPLOYEE NAME

Public Health Director

POSITION

1. Destination: Princeton, New Jersey

2. Est. date and time leaving: Tuesday, October 18, 2016

Est. date and time returning: Friday, October 21, 2016

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

4. Purpose of Trip:

To attend the 2016 Robert Wood Johnson Foundation Culture of Health Prize.

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

The City of Brownsville was a recipient in 2014 as a Winner of the Culture of Health Prize and were invited this year to attend a celebration and learning event.

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

Robert Wood Johnson Foundation will cover all costs associated with the event and travel.

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) \$ 411.00

b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL] \$ 206.50

c. Lodging \$ $128 \times 3 = 384 + 60(\text{tax}) = 444$ per night x (1) person \$ 444.00

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

e. Other costs (explain) \$

TOTAL: \$ 1061.50

8. I HEREBY REQUEST AN ADVANCE OF \$ 0 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 01 - 01-530-770 which has a balance of \$ 0 as of this date.

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

/s/ _____

Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 for 2016 Robert Wood Johnson Foundation Culture of Health Price
 in Princeton, New Jersey
 From October 18-21, 2016
 The Daily Meal & IE For Princeton, NJ \$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>
18-Oct-16 Tuesday		44.25	44.25
19-Oct-16 Wednesday	59.00		59.00
20-Oct-16 Thursday	59.00		59.00
21-Oct-16 Friday		44.25	44.25
Total Meal & IE Allowance	<u>118.00</u>	<u>88.50</u>	<u>206.50</u>

Nightly Lodging from October 18, 2016 and check out on Friday, October 21, 2016.

Tuesday, October 18, (first day) and Friday, October 21, 2016 (last day) were traveling days.



Submit

AGENDA REQUEST FORM

Item Number: **4a.**

COMMISSION MEETING DATE: 10/4/16

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 type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Consideration and Action on a travel request for Juan Velez, Historic Preservation Officer and Francesca Linder, Planner I to Galveston, Texas on Wednesday October 19, 2016 thru Saturday, October 22, 2016 to attend the Living on The Edge: Taking Action Conference.

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: 09/26/2016

FROM: Constanza Miner

DEPARTMENT Planning

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

Juan Velez
EMPLOYEE NAME

Historic Preservation Officer
POSITION

- 1. Destination: Galveston, TX
- 2. Est. date and time leaving: 10/19/2016 7:00 am Est. date and time returning: 10/22/2016 3:00 pm
- 3. Transportation mode: City Vehicle Private Vehicle Airplane (scheduled) No Transportation Cost

4. Purpose of Trip:
Attend the Living on the Edge: Taking Action Conference

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

Attend the Living on the Edge: Taking Action Conference

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 \$ <u>122.00</u> per night x (1) person	\$ <u>366.00</u>
d. Registration Fees \$ _____ per person x (1) person	\$ <u>125.00</u>
e. Other costs (explain) <u>Gas</u>	\$ <u>100.00</u>
TOTAL:	\$ <u>815.00</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 800.00 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:	* Employee Signatures:
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9. Charges to be made to line item # 610 - 767 which has a balance of \$ 5,755.33 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: September 26, 2016

FROM: Constanza Miner

DEPARTMENT: Planning

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

Francesca Linder

Planner I

EMPLOYEE NAME

POSITION

- 1. Destination: Galveston, Texas
- 2. Est. date and time leaving: October 19, 2016 7:00a.m. Est. date and time returning: October 22, 2016 3:00
- 3. Transportation mode: City Vehicle Private Vehicle Airplane (scheduled) No Transportation Cost

4. Purpose of Trip:

To attended the Living on The Edge: Taking Action Conference.

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

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

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

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

- | | |
|---|-----------------------------|
| 7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate) | Estimated Cost to the City: |
| a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____ | \$ _____ |
| b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL] | \$ <u>224.00</u> |
| c. Lodging \$ <u>122.00</u> per night x (1) person | \$ <u>366.00</u> |
| d. Registration Fees \$ <u>125.00</u> per person x (1) person | \$ <u>125.00</u> |
| e. Other costs (explain) _____ | \$ _____ |
| TOTAL: | \$ <u>715.00</u> |

8. I HEREBY REQUEST AN ADVANCE OF \$ 715.00 FOR THE PURPOSE OF THIS TRIP.

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

9. Charges to be made to line item # 610 - 770 which has a balance of \$ 5,755.33 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
 Living on The Edge 2016 Conference
 in Galveston, Texas
 From October 19, 2016 thru October 22, 2016
 The Daily Meal & IE For Galveston, Texas is \$64.00

<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>
October 19, 2016	Wednesday		48.00	48.00
October 20, 2016	Thursday	64.00	0.00	64.00
October 21, 2016	Friday	64.00	0.00	64.00
October 22, 2016	Saturday		48.00	48.00
Total Meal & IE Allowance		<u>128.00</u>	<u>96.00</u>	<u>224.00</u>



Submit

AGENDA REQUEST FORM

Item Number: **4a.**

COMMISSION MEETING DATE: 10/4/16

DEPT: Police Department

CONTACT Orlando Rodriguez, Chief of Police

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 type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Consideration and ACTION to authorize Custodian of Records Albesa Elias Calles and Public Safety Records Processors Ms. Lisa Reyes and Gloria Gonzalez to attend the " 2016 TLER Annual Training Conference " in San Antonio, Texas on October 4 - 7, 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)

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: 09/26/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

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

Albesa Elias Calles # 7464

Custodian of Records

EMPLOYEE NAME

POSITION

1. Destination: San Antonio TX

2. Est. date and time leaving: 10/04/2016

Est. date and time returning: 10/07/2016

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

4. Purpose of Trip:

To attend the "2016 TLERA Annual Training Conference"

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

Some of the topics that will be discussed are expunctions, open records, retention and the new and upcoming crime statistic collection systemm the National Incident Based Reporting System in which benefits the Record Division.

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"/>	\$ 122.00
b. Meals:	PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]		\$ 224.00
c. Lodging	\$ 141.33 per night x (1) person Tax Included		\$ 424.00
d. Registration Fees	\$ 000.00 per person x (1) person		\$ 000.00
e. Other costs (explain)			\$ 68.00
	Parking \$ 21.00 per night		
TOTAL:			838.00

8. I HEREBY REQUEST AN ADVANCE OF \$ 838.00 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 \$ 27,227.50 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	
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	From:	10/4/2016	8:00 AM	to	10/7/2016	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
Tuesday, October 4, 2016	Travel Date		\$64.00	0.75
				\$ 48.00
Wednesday, October 5, 2016	\$64.00			\$ 64.00
Thursday, October 6, 2016	\$64.00			\$ 64.00
				\$ -
				\$ -
Friday, October 7, 2016	Return Date		\$64.00	0.75
				\$ 48.00
Total Meal & IE Allowance	128.00	\$	96.00	224.00

Nightly Lodging from:	Tuesday, October 4, 2016	and check out is on	Friday, October 7, 2016
	Tuesday, October 4, 2016	(First Day) and	Friday, October 7, 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: 09/26/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

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

Lisa Reyes #6782

Public Safety Records Processor

EMPLOYEE NAME

POSITION

1. Destination: San Antonio TX

2. Est. date and time leaving: 10/04/2016

Est. date and time returning: 10/07/2016

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

4. Purpose of Trip:

To attend the "2016 TLERA Annual Training Conference"

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

Some of the topics that will be discussed are expunctions, open records, retention and the new and upcoming crime statistic collection systemm the National Incident Based Reporting System in which benefits the Record Division.

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	\$ 000.00 per night x (1) person		\$ 000.00
d. Registration Fees	\$ 000.00 per person x (1) person		\$ 000.00
e. Other costs (explain)	<input type="text"/>		\$ 000.00
TOTAL:			<input type="text"/> 224.00

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 - 310-770 which has a balance of \$ 26,389.50 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	
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	From:	10/4/2016	8:00 AM	to	10/7/2016	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
Tuesday, October 4, 2016	Travel Date		\$64.00	0.75
				\$ 48.00
Wednesday, October 5, 2016	\$64.00			\$ 64.00
Thursday, October 6, 2016	\$64.00			\$ 64.00
				\$ -
				\$ -
Friday, October 7, 2016	Return Date		\$64.00	0.75
				\$ 48.00
Total Meal & IE Allowance	128.00	\$	96.00	224.00

Nightly Lodging from:	Tuesday, October 4, 2016	and check out is on	Friday, October 7, 2016
	Tuesday, October 4, 2016	(First Day) and	Friday, October 7, 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: 09/26/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

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

Gloria Gonzalez #7463

Public Safety Records Processor

EMPLOYEE NAME

POSITION

1. Destination: San Antonio TX

2. Est. date and time leaving: 10/04/2016

Est. date and time returning: 10/07/2016

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

4. Purpose of Trip:

To attend the "2016 TLERA Annual Training Conference"

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

Some of the topics that will be discussed are expunctions, open records, retention and the new and upcoming crime statistic collection systemm the National Incident Based Reporting System in which benefits the Record Division.

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	\$ 153.00 per night x (1) person (2 beds) Tax Included	\$ 459.00
d. Registration Fees	\$ 000.00 per person x (1) person	\$ 000.00
e. Other costs (explain)	<input type="text"/>	\$ 000.00
TOTAL:		683.00

8. I HEREBY REQUEST AN ADVANCE OF \$ 683.00 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 \$ 26,165.50 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	
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	From:	10/4/2016	8:00 AM	to	10/7/2016	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
Tuesday, October 4, 2016	Travel Date	\$64.00	0.75	\$ 48.00
Wednesday, October 5, 2016	\$64.00			\$ 64.00
Thursday, October 6, 2016	\$64.00			\$ 64.00
				\$ -
				\$ -
Friday, October 7, 2016	Return Date	\$64.00	0.75	\$ 48.00
Total Meal & IE Allowance	128.00	\$	96.00	224.00

Nightly Lodging from:	Tuesday, October 4, 2016	and check out is on	Friday, October 7, 2016
	Tuesday, October 4, 2016	(First Day) and	Friday, October 7, 2016 (Last Day) were traveling days

MODIFY ONLY THE ONES HIGHLIGHTED IN YELLOW



Submit

AGENDA REQUEST FORM

Item Number: **4a.**

COMMISSION MEETING DATE: 10/4/16

DEPT: Police Department

CONTACT Orlando Rodriguez, Chief of Police

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 type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Consideration and ACTION to authorize Agent Jose J. Treviño to attend the " 28th Annual Crime Stoppers Conference " in Montgomery, Texas on October 9 - 12, 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)

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: 09/26/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

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

Jose J. Treviño #3552

EMPLOYEE NAME

Agent

POSITION

1. Destination: Montgomery, TX

2. Est. date and time leaving: 10/09/2016

Est. date and time returning: 10/12/2016

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

4. Purpose of Trip:

To attend the "28th Annual Crime Stoppers Conference"

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

This conference is a requirement to attend every two years for all Crime Stoppers Coordinators in order to maintain the programs certification with t the state. It is a refresher on how to maintain records, Board Duties and responsibilities and a basic overview for new board members. It offers an excellent chance to network with other programs and obtain different ideas to improve our Crime Stoppers program.

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

The Brownsville Crime Stoppers will pay for the tuition, lodging and meals.

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"/>	\$ 174.00
b. Meals:	PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	<input type="text"/>	\$ 000.00
c. Lodging	\$ 000.00 per night x (1) person	<input type="text"/>	\$ 000.00
d. Registration Fees	\$ 000.00 per person x (1) person	<input type="text"/>	\$ 000.00
e. Other costs (explain)	<input type="text"/>	<input type="text"/>	\$ 000.00
TOTAL:			<input type="text"/>

8. I HEREBY REQUEST AN ADVANCE OF \$ 174.00 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 \$ 27,401.50 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



Submit

AGENDA REQUEST FORM

Item Number: 4a.

COMMISSION MEETING DATE: 10/4/16

DEPT: Police Department

CONTACT Orlando Rodriguez, Chief of Police

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 type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Consideration and ACTION to authorize Sergeant Reynaldo Ordonez # 4483, Investigator Andres Trevino # 2868 and Evidence Clerk Santiago Navarro, Jr # 7295 to attend the Texas Association of Property and Evidence Inventory Technicians (TAPEIT) Conference in San Antonio, Texas October 24-28, 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)

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: 08/18/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

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

Reynaldo Ordonez #4483

EMPLOYEE NAME

Sergeant

POSITION

1. Destination: San Antonio TX

2. Est. date and time leaving: 10/24/2016 08:00 AM

Est. date and time returning: 10/28/2016 05:00 PM

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

4. Purpose of Trip:

So as to attend the "TAPEIT'S 19th Annual Conference"

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

This conference would be beneficial to our agency as a whole. Attendees would also renew their state certifications with their participation.

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) \$ 000.00

b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL] \$ 288.00

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

d. Registration Fees \$ 000.00 per person x (1) person **MAIL IN** \$ 325.00

e. Other costs (explain) \$ 000.00

TOTAL: 613.00

8. I HEREBY REQUEST AN ADVANCE OF \$ 288.00 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 \$ 25,482.50 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	
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	From:	10/24/2016	8:00 AM	to	10/28/2016	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
Monday, October 24, 2016	Travel Date	\$64.00	0.75	\$ 48.00
Tuesday, October 25, 2016	\$64.00			\$ 64.00
Wednesday, October 26, 2016	\$64.00			\$ 64.00
Thursday, October 27, 2016	\$64.00			\$ 64.00
				\$ -
Friday, October 28, 2016	Return Date	\$64.00	0.75	\$ 48.00
Total Meal & IE Allowance		192.00	\$ 96.00	288.00

Nightly Lodging from:	Monday, October 24, 2016	and check out is on	Friday, October 28, 2016
	Monday, October 24, 2016	(First Day) and	Friday, October 28, 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: 08/18/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

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

Andres Trevino #2867

Agent

EMPLOYEE NAME

POSITION

1. Destination: San Antonio TX

2. Est. date and time leaving: 10/24/2016 08:00 AM

Est. date and time returning: 10/28/2016 05:00 PM

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

4. Purpose of Trip:

So as to attend the "TAPEIT'S 19th Annual Conference"

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

This conference would be beneficial to our agency as a whole. Attendees would also renew their state certifications with their participation.

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"/>	\$ 127.00
b. Meals:	PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]		\$ 288.00
c. Lodging	\$ 105.00 per night x (1) person	2 rooms	\$ 1120.80
d. Registration Fees	\$ 325.00 per person x (1) person	MAIL IN	\$ 325.00
e. Other costs (explain)	<input type="text"/>		\$ 000.00
TOTAL:			1860.80

8. I HEREBY REQUEST AN ADVANCE OF \$ 1535.80 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 \$ 25,194.50 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:	10/24/2016	8:00 AM	to	10/28/2016	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
Monday, October 24, 2016	Travel Date	\$64.00	0.75	\$ 48.00
Tuesday, October 25, 2016	\$64.00			\$ 64.00
Wednesday, October 26, 2016	\$64.00			\$ 64.00
Thursday, October 27, 2016	\$64.00			\$ 64.00
				\$ -
Friday, October 28, 2016	Return Date	\$64.00	0.75	\$ 48.00
Total Meal & IE Allowance		192.00	\$ 96.00	288.00

Nightly Lodging from:	Monday, October 24, 2016	and check out is on	Friday, October 28, 2016
	Monday, October 24, 2016	(First Day) and	Friday, October 28, 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: 08/18/2016

FROM: Orlando Rodriguez

Police

DEPARTMENT

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

Santiago Navarro, Jr. #7295

Evidence Clerk

EMPLOYEE NAME

POSITION

1. Destination: San Antonio TX

2. Est. date and time leaving: 10/24/2016 08:00 AM

Est. date and time returning: 10/28/2016 05:00 PM

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

4. Purpose of Trip:

So as to attend the "TAPEIT'S 19th Annual Conference"

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

This conference would be beneficial to our agency as a whole. Attendees would also renew their state certifications with their participation.

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]		\$ 288.00
c. Lodging	\$ 000.00 per night x (1) person		\$ 000.00
d. Registration Fees	\$ 325.00 per person x (1) person	MAIL IN	\$ 325.00
e. Other costs (explain)	<input type="text"/>		\$ 000.00
TOTAL:			613.00

8. I HEREBY REQUEST AN ADVANCE OF \$ 288.00 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 \$ 23,658.70 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:	10/24/2016	8:00 AM	to	10/28/2016	5:00 PM
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The Daily Meal & IE for :	San Antonio	TX	is	\$64.00	
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				\$ -
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Nightly Lodging from:	Monday, October 24, 2016	and check out is on	Friday, October 28, 2016
	Monday, October 24, 2016	(First Day) and	Friday, October 28, 2016 (Last Day) were traveling days

MODIFY ONLY THE ONES HIGHLIGHTED IN YELLOW



Submit

AGENDA REQUEST FORM

Item Number: 4c.

COMMISSION MEETING DATE: 10.4.16

DEPT: Human Resources

CONTACT Oscar Salinas

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:
 Consideration and Action to award a term contract for Temporary Employment Services for the City of Brownsville.(Oscar Salinas-Human Resources)

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:** _____



September 22, 2016

Re: RFP # TES-42-0816 Temporary Employment Services - Recommendation

Mr. Luna,

I have reviewed the evaluation committee's recommendation and concur with the selection of Express Employment Professionals as the "best proposal" as submitted. Express Employment Professionals best meets the needs of the City's temporary workforce needs. Express Employment Professionals shall be designated the primary vendor for these services.

Please use account 604 "extra help" for each department requesting services.

Thank you,

Oscar Salinas, MBA, CPM
Human Resource Director
City of Brownsville
(956) 548-6037

City of Brownsville / Human Resources

P.O. Box 911 / City Hall / Brownsville, Texas 78520
(956) 548-6037

"EQUAL OPPORTUNITY, REASONABLE ACCOMODATION EMPLOYER"



PURCHASING & CONTRACT SERVICES DEPARTMENT PROCUREMENT ANALYSIS

Date: September 26, 2016
To: Mr. Charlie Cabler, City Manager
CC: Mr. Pete Gonzalez, Deputy Assistant City Manager
Ms. Ruth Osuna, Assistant City Manager
Mr. Michael Lopez, Assistant City Manager
Mr. Oscar Salinas, Human Resources Director
Mr. Lupe Granado III, Finance Director
From: Mr. Roberto C. Luna Jr., Purchasing & Contracting Director
Subject: Agenda item for City Commission meeting of October 4, 2016
"Consideration and Action to Award a Term Contract for Temporary
Employment Services". Bid # TES-42-0816

At the request of Human Resources Director, Oscar Salinas the Purchasing & Contract Services Department has solicited Request for Proposals for Temporary Employment Agencies for the City of Brownsville.

Project milestones were accomplished as follows:

1. The legal advertisement appeared in The Brownsville Herald on July 17 and July 24, 2016 and was posted to the City website. A total of seven (7) firms received an invitation to participate.
2. A pre-proposal meeting was scheduled on Wednesday, August 10, 2016 at 3:00 p.m., seven vendors were present. Two addendums were released to the participating firms to clarify questions from firms responding to the RFP solicitation and to request additional time to submit their proposal.
3. Sealed Proposals were received for the subject project on August 16, 2016 at 3:00 P.M Central Time at the Purchasing & Contract Services Department Conference Room. A total of five (5) proposal were received, acknowledged and distributed by the Purchasing & Contract Services Department to the Evaluation Committee ^[1] for review;

^[1]Evaluation Committee Members:

- Oscar Salinas, Human Resource Director
 - Damaris McGlone, Park and Recreation Director
 - Santana Torres, Public Works Director
4. Evaluation committee meetings were conducted from Friday August 19, 2016 to Wednesday September 14, 2016, to discuss the evaluation process and procedures and independently score proposals. [*Bookmark "B" - Evaluation/Score Sheet*]
 5. On Thursday, September 22, 2016 the evaluation committee invited the highest ranked firm to begin negotiations.
 6. As a result of the negotiation process with the highest ranked firm, the Purchasing and Contracting Services Department and the Evaluation

Committee have reached a proposed satisfactory working agreement and acceptable pro-rated fees with the recommended firm. *[Bookmark "C" Negotiated Offer]*

Procurement Summary

1. The highest ranked firm for Temporary Employment Services is **Express Employment Professionals** of Brownsville, Texas at the stipulated prices. *[Bookmark "C" Negotiated Offer]*
2. This contract shall commence upon award by the City Commission for three years and one two (2) year renewal and shall expire on September 30, 2021.
3. Funding for this procurement is derived from each user department's operating fund.
4. The Evaluation Committee concurs with this procurement summary.

A. Revision of Price

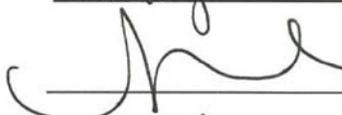
- I. **Please see attachment**

B. Leadership and Management Trainings***New Trainings being offered by Express Employment Professionals***

- **One day Leadership Retreat for Directors**
- **Express HR Speaker to present at Leadership Retreat**
- Situational Leadership by Ken Blanchard
- Communication Skills for Supervisors
- 3 Signs of a Miserable Job
- How to be the Employee your Company Cannot Live Without
- Corporate speaker able to present on a leadership topic
- Leadership Dynamic; Effective Communication with your Team Presentation (Personal communication style DISC assessment not included, \$20 cost for each)
- HRCI Prep course-Lecture only, materials not included

Trainings that were conducted this past contract (Can be repeated if necessary)

- Conflict Resolution
- Change Management
- Communicating with your Team
- Setting Others for Success
- Learn to Lead
- Monday Morning Leadership
- Generations- Faces of Changes
- Getting the Best out of Your Employees

Nancy REED 0

9/22/16



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Request for Proposals for a Term Contract for Temporary Employment Services
RFP # TES-42-0816

COST PROPOSAL

This section shall address detailed Cost Proposal as outlined in this RFP.

Maintenance Worker I Code 9015 – Building Operations	\$ 11.38	Hourly Rate
Please provide Maintenance Worker I Hourly Rate in words: <u>Eleven dollars and thirty eight cents per hour</u>		
Maintenance Worker I Code 42 Landscaping – Beautification of Roadside	\$ 11.50	Hourly Rate
Please provide Maintenance Worker I Hourly Rate in words: <u>Eleven dollars and fifty cents per hour</u>		
Maintenance Worker I Code 7590 Refuse Reduction (landfill)	\$ 11.63	Hourly Rate
Please provide Maintenance Worker I Hourly Rate in words: <u>Eleven dollars and sixty three cents per hour</u>		
Maintenance Worker I Code 5506 Streets and Roads	\$ 11.60	Hourly Rate
Please provide Maintenance Worker I Hourly Rate in words: <u>Eleven dollars and sixty cents per hour</u>		
Maintenance Worker I Code 5213 Concrete Construction	\$ 11.85	Hourly Rate
Please provide Maintenance Worker I Hourly Rate in words: <u>Eleven dollars and Eighty five cents per hour</u>		
Food and Beverage Attendant	\$ 11.07	Hourly Rate



Request for Proposals for a Term Contract for Temporary Employment Services
RFP # TES-42-0816

Please provide Food and Beverage Attendant Hourly Rate in words: <u>Eleven dollars and seven cents per hour</u>				
Administrative Technician I		\$ <u>10.99</u>		Hourly Rate

Please provide Administrative Technician I Hourly Rate in words: <u>Ten dollars and ninety nine cents per hour</u>				
Fiscal Technician I		\$ <u>11.30</u>		Hourly Rate

Please provide Fiscal Technician I Hourly Rate in words: <u>Eleven dollars and thirty cents per hour</u>				
Equipment Operator I		\$ <u>12.75</u>		Hourly Rate
Please provide Equipment Operator I Hourly Rate in words: <u>Twelve dollars and seventy five cents per hour</u>				

Quoted rates should include all operating costs, mark-ups and Workman's Compensation.

Codes included are related to standard Workman's Compensation Code.

The price will remain firm/fixed for the initial contract period and may be adjusted in accordance with United States Department of Labor Standards.

I have attached and initialed a copy of the City's scope of service for the item(s) proposed on this form.

Date 8-5-16

NAME OF RESPONDENT

Jeff Reed

(Please print or type)

SIGNED BY

I. Cost Proposal Attachment

Descriptions	Original offer	Negotiated offer
Maintenance Worker 1- Building Operations	\$11.38	\$11.31
Maintenance Worker 1- Landscaping Beautification of Roadside	\$11.50	\$11.45
Maintenance Worker 1- Refuse Reduction	\$11.63	\$11.55
Maintenance Worker 1- Streets and Roads	\$11.60	\$11.56
Maintenance Worker 1- Concrete Construction	\$11.85	\$11.81
Food and Beverage Attendant	\$11.07	\$11.07
Administrative Tech 1	\$10.99	\$10.99
Fiscal Technician 1	\$11.30	\$11.22
Equipment Operator 1	\$12.75	\$12.68



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Submit

AGENDA REQUEST FORM

Item Number: 4d.

COMMISSION MEETING DATE: 10/4/16

DEPT: Police Department

CONTACT Orlando Rodriguez, Chief of Police

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 type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Consideration and ACTION to authorize and execute an Interlocal Agreement Between The City Of Brownsville, Texas, the Cameron County District Attorney's Office, the City Of McAllen, Texas, the City Of Pharr, Texas and the City Of Edinburg, Texas Regarding A Mutual Aid (Burglary And Theft Of Motor Vehicle) Law Enforcement Task Force To Cooperate In Certain Criminal Investigations.

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:** _____

BROWNSVILLE POLICE DEPARTMENT



OFFICE OF THE CHIEF OF POLICE MEMORANDUM

TO: CHARLIE CABLER
CITY MANAGER

FROM: ORLANDO RODRIGUEZ
CHIEF OF POLICE

SUBJECT: SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE
INTERLOCAL AGREEMENT FY 2017

DATE: SEPTEMBER 27, 2016

Enclosed is an Interlocal Agreement for the acceptance of a grant award for the Multi-Agency Inter-jurisdictional South Texas Auto Theft Enforcement Task Force a between the City of Brownsville, Texas, the Cameron County District Attorney's Office, the City of McAllen, Texas, the City of Pharr, Texas, and the City of Edinburg, Texas.

This Interlocal Agreement is required for continued participation in the South Texas Auto Theft Task Force for FY 2017.

I hereby respectfully request that the acceptance and execution of this agreement be placed on the next City Commission meeting for approval.

Respectfully, I remain.

Enclosures: (Agenda Item)
(Original Interlocal Agreement-3 copies)

THE STATE OF TEXAS }}

CITY OF BROWNSVILLE }}

INTERLOCAL AGREEMENT BETWEEN THE CITY OF BROWNSVILLE, TEXAS, THE CAMERON COUNTY DISTRICT ATTORNEY'S OFFICE, THE CITY OF MCALLEN, TEXAS, THE CITY OF PHARR, TEXAS AND THE CITY OF EDINBURG, TEXAS REGARDING A MUTUAL AID (BURGLARY AND THEFT OF MOTOR VEHICLE) LAW ENFORCEMENT TASK FORCE TO COOPERATE IN CERTAIN CRIMINAL INVESTIGATIONS

THIS AGREEMENT is made this _____ day of _____, 2016, in the City of Brownsville, State of Texas, pursuant to the Interlocal Cooperation Act, Art. 4413 (32C), Tex. Rev. Civ. Stat. (Vernon's 1976), regarding Law Enforcement Services Provided Through Cooperation of Municipalities, Counties, and certain other local Governments, between: (1) the City of Brownsville, an incorporated home-rule municipality of the State of Texas, having its principal administrative offices at 1001 E. Elizabeth, Brownsville, Cameron County, Texas 78520, acting through the Brownsville City Commission, (2) the Cameron County District Attorney's Office, having its principal administrative office located at 964 E. Harrison St., Brownsville, Cameron County, Texas 78520, acting through the Cameron County Commissioners Court, (3) the City of McAllen, an incorporated home-rule municipality of the State of Texas, having its principal administrative offices at 1300 West Houston, McAllen, Hidalgo County, Texas 78501, acting through the McAllen City Commission, (4) the City of Pharr, an incorporated home-rule municipality of the State of Texas, having its principal administrative offices at 118 S. Cage, Pharr, Hidalgo County, Texas 78577, acting through the Pharr City Commission, (5) the City of Edinburg, an incorporated home-rule municipality of the State of Texas, having its principal administrative offices at 415 W. University Drive, Edinburg, Hidalgo County, Texas 78541, acting through the Edinburg City Council.

WHEREAS, CAMERON and HIDALGO COUNTIES have been plagued by an increase in motor vehicle theft crimes because of its proximity to the international border with Mexico, and the utilization of this area as a well-traveled route for stolen motor vehicles into the interior of Mexico.

WHEREAS, to continue to combat this state and county problem, working with the appropriate agencies and officials of the State of Texas, the Automobile Burglary and Theft Prevention Authority has budgeted certain monies to be funneled to local governments for use in fighting such motor vehicle theft crime problems.

WHEREAS, THE CITY OF BROWNSVILLE, several counties and municipalities therein jointly applied, through THE CITY OF BROWNSVILLE, for a share of these monies, to be used in establishing the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE to combat said motor vehicle theft crime problems.

WHEREAS, the AUTOMOBILE BURGLARY AND THEFT PREVENTION AUTHORITY which is administering such funds on behalf of the State of Texas has authorized a grant in the sum of \$1,142,239 to be awarded to THE CITY OF BROWNSVILLE and the said participating counties and municipalities for such purposes.

WHEREAS, it is necessary for THE CITY OF BROWNSVILLE, THE CAMERON COUNTY DISTRICT ATTORNEY'S OFFICE, THE CITY OF MCALLEN, CITY OF PHARR AND THE CITY OF EDINBURG to establish a working relationship to best utilize the said grant and to combat motor vehicle burglary and theft , and to then reduce such relationship to writing in the form of an Interlocal Agreement.

NOW, THEREFORE, for and in consideration of the premises and the mutual promises of the parties and mutual benefits they will gain by the performance thereof, all in accordance with the provisions hereinafter set forth, THE CITY OF BROWNSVILLE, THE CAMERON COUNTY DISTRICT ATTORNEYS OFFICE, THE CITY OF MCALLEN, THE CITY OF PHARR AND THE CITY OF EDINBURG AGREE AS FOLLOWS:

I.

PURPOSE OF AGREEMENT

The purpose of the agreement is the establishment of the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE by the above-named parties to utilize a grant from the State of Texas to combat motor vehicle theft crimes throughout Cameron County, Texas and Hidalgo County, Texas. To this extent, the above-named parties, pursuant to action taken by the governing bodies of said parties at duly-scheduled open meetings of same (by resolution of order, as appropriate) have entered into this Agreement to form a mutual aid law enforcement task force to cooperate in motor vehicle theft criminal investigations, whereby certain peace officers employed by said parties (as covered by this Agreement) will have the additional investigative authority throughout said counties as set forth in the Agreement, which shall provide for the compensation of the peace officers involved in the activities of the Task Force, which shall be known as the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE.

II.

PERSONNEL AND EQUIPMENT

The SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE shall consist of the following personnel, assigned by the respective entities set forth hereinafter: (1) Detectives/ Investigators/Officer, not more than Twenty One (21), and One criminal prosecutor at any one time, assigned to the Task Force by the Brownsville Police Department, Cameron County District Attorney's Office, McAllen Police Department, Pharr Police Department, and Edinburg Police Department, the final assignments to be approved by the Board of Governors pursuant to administrative provisions below; and (1) one Administrative Assistant/Secretary to be selected by the TASK FORCE COORDINATOR with the approval of the TASK FORCE'S Board of Governors pursuant to the administrative provisions below, who is an employee of the City of Brownsville assigned to the Task Force pursuant to the said state grant. The personnel, supplies, and

direct operating expenses for the Task Force shall be financed pursuant to and by the aforesaid state grant; a copy of the Budget Schedule there under being annexed hereto as Exhibit "A", which is incorporated by reference herein. The Task Force Coordinator and all other personnel assigned by the parties to this Agreement shall remain the employees of the party making such assignment and shall not, by virtue of serving on the South Texas Auto Theft Enforcement Task Force, be considered as employees, agents, or servants, of the Board of Governors, of the South Texas Auto Theft Enforcement Task Force, or of any party to this agreement other than the party making said assignment.

III.

ADMINISTRATION

The SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE is to be supervised by a Board of Governors, which shall consist of one representative for each of the Four participating municipalities or counties (i.e., parties to this agreement), and the City of Brownsville, for a total of Five members; each of the said Five entities shall select a representative in any manner deemed to serve the interest of said entity which complies with any pertinent law, preferably the Chief of Police, the County Sheriff, or one of their department supervisors. The said Board of Governors shall adopt rules and regulations relating to the administration, operation and procedures of the TASK FORCE within the parameters of this Agreement and any pertinent law; such rules and regulations shall be formally adopted by the Board in compliance with the Texas Open Meetings Act, be reduced to writing, and be maintained as part of the records of the Board of Governors. The Board of Governors will cooperate with the officials and agents of the City of Brownsville in connections with the administration of the said grant in connection with purchasing, auditing, and any other financial or administrative matters required by said grant or any pertinent law.

IV.

EXTENT OF AUTHORITY

A law enforcement officer covered by this Agreement may make an arrest anywhere outside the jurisdiction in which the officer is or would be regularly employed, throughout Cameron, and Hidalgo Counties and any other area where such arrest is authorized by law. As required by statute, the law enforcement agencies of the area where the said arrest is made shall be notified of the said arrest without delay, and the notified agency shall make available the notice to the arrest in the same manner as if the arrest were made by a member of that agency.

V.

EMPLOYEE STATUS

A law enforcement officer regularly employed by another municipality (i.e. city or county) shall remain the employee of such municipality but shall be considered, for the purpose of making an arrest at any location throughout Cameron and Hidalgo County, to be in service of the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE and a peace officer in and about Cameron and Hidalgo County under the command and supervision of the TASK FORCE COORDINATOR. Accordingly, the officer has all the powers of a regular law enforcement officer anywhere in Cameron and Hidalgo, County; to

this extent, qualification for office in the municipality (i.e., city or county) or regular employment constitutes qualification for office anywhere in Cameron and Hidalgo Counties, and no additional oath, bond, or compensation is needed. The party who assigns a peace officer to the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE or that regularly employs the TASK FORCE COORDINATOR shall remain solely responsible for the health, safety, acts or omissions of that assigned peace officer or TASK FORCE COORDINATOR.

VI.

COMPENSATION

The officers serving on the SOUTH TEXAS AUTO THEFT ENFORCEMENT TASK FORCE are entitled to the same wages, salary, pension, and other compensation and rights, including injury or death benefits, as if the service were rendered in the municipality (i.e., city or county) of the officer's regular employment. Moreover, the Officer is also entitled to payment for any reasonable expenses incurred for travel, food or lodging while on duty outside the limits of the territory of the officer's regular employment. To this extent, the officers serving on the TASK FORCE will be compensated in accordance with the salary schedule (which is annexed hereto as Exhibit "A") incorporated into the Budget, as administered by the Board of Governors. Moreover, the municipality (i.e., city or county) regularly employing said officers; shall pay (subject to reimbursement pursuant to the procedures established under the aforesaid state grant, after the payment is made and reimbursement is requested), all wages and disability payments, pension payments, damages to equipment and clothing, medical expenses, and travel, food, lodging and vehicle lease.

VII.

TERM OF AGREEMENT

This agreement will be effective from September 1, 2016 to August 31, 2017, at which time, said Agreement will terminate. Upon mutual agreement of the parties, set forth in writing and signed by the (participating) parties, assuming that funds are available to do so, this Agreement may be continued, on the same terms, for such periods as desired or is feasible, until modified by subsequent amendment. This Agreement, subject to applicable law and restrictions contained in the aforesaid state grant, may be terminated at any time by mutual agreement of the parties, set forth in writing and signed by the parties.

VIII.

FUNDING

The said parties paying for the performance of the aforesaid governmental functions or services shall make payment therefore from current revenues available to the paying party.

IX.

COMPLIANCE WITH ALL LAWS

All parties to this Agreement will act, at all times in compliance with all pertinent City and County ordinances, orders, regulations and policies, as well as all applicable State and Federal laws.

X.

ENTIRE AGREEMENT

This instrument contains the entire agreement between the parties relating to the rights herein granted and obligations herein assumed. Any oral presentations or modifications concerning this instrument shall be of no force or effect, excepting a subsequent modification in writing, signed by the party to be charged.

XI.

BREACH OF OBLIGATION

This Agreement is entire as to all of the performances to be rendered under it. Breach of any obligation to be performed by any party shall constitute a breach of the entire Agreement and shall give the other parties the right to terminate this Agreement.

XII.

LAW GOVERNING; VENUE

This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. The obligations and undertaking of each of the parties to this Agreement shall be performable in Cameron and Hidalgo Counties, Texas.

EXECUTED by the respective parties singularly on an identical duplicate of this document on the dates stated below at the office or facility of the said county's or municipality governing body in Cameron and Hidalgo, County, Texas.

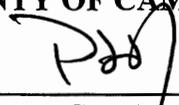
CITY OF BROWNSVILLE, TEXAS

By: _____
Antonio Martinez, Mayor
(On _____, 2016)

ATTEST:

Name: _____
Title: _____

COUNTY OF CAMERON, TEXAS

By:  _____
Pedro Sepulveda, Jr., County Judge
(On August 23, 2016)

ATTEST

Name: Sylvia Garza-Pérez
Title: Cameron County Clerk



CITY OF MCALLEN, TEXAS

By: _____
James Darling, Mayor
(On _____, 2016)

ATTEST:

Name: _____
Title: _____

CITY OF BROWNSVILLE, TEXAS

By: _____
Antonio Martinez, Mayor
(On _____, 2016)

ATTEST:

Name: _____
Title: _____

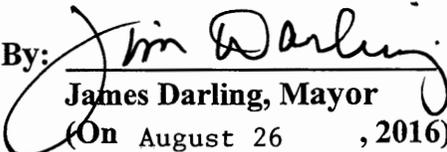
COUNTY OF CAMERON, TEXAS

By: _____
Pedro Sepulveda, Jr., County Judge
(On _____, 2016)

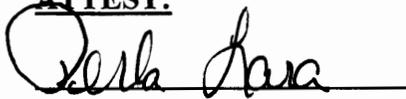
ATTEST

Name: _____
Title: _____

CITY OF MCALLEN, TEXAS

By: 
James Darling, Mayor
(On August 26, 2016)

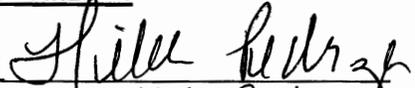
ATTEST:


Name: Perla Lara
Title: City Secretary

CITY OF PHARR, TEXAS

By: 
Ambrosio Hernandez, Mayor
(On August 15, 2016)

ATTEST:


Name: Hilda Pedraza
Title: City Clerk

CITY OF EDINBURG, TEXAS

By: _____
Richard Garcia, Mayor
(On _____, 2016)

ATTEST:

Name: _____
Title: _____

CITY OF PHARR, TEXAS

By: _____
Ambrosio Hernandez, Mayor
(On _____, 2016)

ATTEST:

Name: _____
Title: _____

CITY OF EDINBURG, TEXAS

By: _____
Richard Garcia, Mayor
(On *8th Sept*, 2016)

ATTEST.

BY: _____
Myra L. Ayala Garza
City Secretary



COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the **Brownsville Police Department - South Texas Auto Theft Enforcement Task Force** grant application for fiscal year funding by the Texas Automobile Burglary and Theft Prevention Authority of the Governor's Office have been reviewed and it is hereby mutually agreed to cooperate to whatever extent is necessary in carrying out the approved work plan.

Additionally, **The Brownsville Police Department** is cognizant of the rules and regulations governing the operation of the grant and hereby agrees to abide by any and all such rules or special conditions relating to the grant.

Orlando Rodriguez
Chief of Police
Brownsville Police Department

Date: _____

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Automobile Burglary and Theft Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Texas Automobile Burglary and Theft Prevention Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, sub-grant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.

Authorized Official
Antonio Martinez, Mayor
Brownsville, Texas 78520

Date

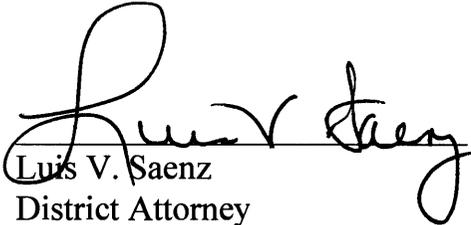
COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the **Brownsville Police Department - South Texas Auto Theft Enforcement Task Force** grant application for fiscal year funding by the Texas Automobile Burglary and Theft Prevention Authority of the Governor's Office have been reviewed and it is hereby mutually agreed to cooperate to whatever extent is necessary in carrying out the approved work plan.

Additionally, **The Cameron County District Attorney's Office** is cognizant of the rules and regulations governing the operation of the grant and hereby agrees to abide by any and all such rules or special conditions relating to the grant.

Orlando Rodriguez
Chief of Police
Brownsville Police Department

Date: ____ / ____ / ____



Luis V. Saenz
District Attorney
Cameron County

Date: 8 / 5 / 16

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Automobile Burglary and Theft Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Texas Automobile Burglary and Theft Prevention Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, sub-grant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.



Authorized Official
Judge Pete Sepulveda, Jr.
Cameron County

08/23/2016

Date

COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the **Brownsville Police Department - South Texas Auto Theft Enforcement Task Force** grant application for fiscal year funding by the Texas Automobile Burglary and Theft Prevention Authority of the Governor's Office have been reviewed and it is hereby mutually agreed to cooperate to whatever extent is necessary in carrying out the approved work plan.

Additionally, The **McAllen Police Department** is cognizant of the rules and regulations governing the operation of the grant and hereby agrees to abide by any and all such rules or special conditions relating to the grant.

Orlando Rodriguez
Chief of Police
Brownsville Police Department



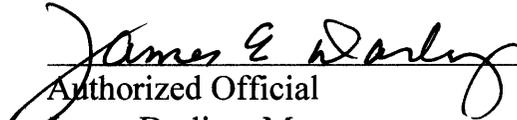
Victor Rodriguez
Chief of Police
McAllen Police Department

Date: _____

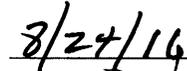
Date: 09 - 01 - 2016

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Automobile Burglary and Theft Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Texas Automobile Burglary and Theft Prevention Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, subgrant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.



Authorized Official
James Darling, Mayor
City of McAllen, Texas 78501



Date

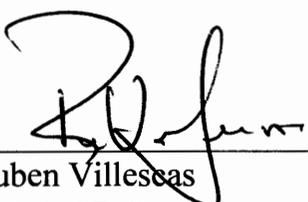
COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the **Brownsville Police Department - South Texas Auto Theft Enforcement Task Force** grant application for fiscal year funding by the Texas Automobile Burglary and Theft Prevention Authority of the Governor's Office have been reviewed and it is hereby mutually agreed to cooperate to whatever extent is necessary in carrying out the approved work plan.

Additionally, **The Pharr Police Department** is cognizant of the rules and regulations governing the operation of the grant and hereby agrees to abide by any and all such rules or special conditions relating to the grant.

Orlando Rodriguez
Chief of Police
Brownsville Police Department

Date: ____ / ____ / ____



Ruben Villescas
Chief of Police
Pharr Police Department

Date: 08 / 16 / 16

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Automobile Burglary and Theft Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Texas Automobile Burglary Theft Prevention Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, subgrant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.



Authorized Official
Ambrosio Hernandez, Mayor
City of Pharr, Texas 78577

8-15-14

Date

COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the **Brownsville Police Department - South Texas Auto Theft Enforcement Task Force** grant application for fiscal year funding by the Texas Automobile Burglary and Theft Prevention Authority of the Governor's Office have been reviewed and it is hereby mutually agreed to cooperate to whatever extent is necessary in carrying out the approved work plan.

Additionally, **The Edinburg Police Department** is cognizant of the rules and regulations governing the operation of the grant and hereby agrees to abide by any and all such rules or special conditions relating to the grant.

Orlando Rodriguez
Chief of Police
Brownsville Police Department

Date: ____ / ____ / ____



David White
Chief of Police
Edinburg Police Department

Date: 9 / 14 / 16

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Automobile Burglary and Theft Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Texas Automobile Burglary and Theft Prevention Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, subgrant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.



Authorized Official
Richard Garcia, Mayor
City of Edinburg, Texas 78539

Sept 8, 2016
Date

SPECIAL CONDITIONS

District Attorney Contract

WHEREAS, the office of the County and District Attorney of Cameron County, Texas, and the South Texas Auto Theft Enforcement Task Force are desirous of entering into a contract between the parties regulating the disposition of property and monies (as defined by law) seized by the Task Force pursuant to civil and criminal statutes of the State of Texas; and,

WHEREAS, the parties to this contract are identified as the County and District Attorney of Cameron County, Texas (hereafter referred to as the District Attorney); and the South Texas Auto Theft Enforcement Task Force, being that group organized pursuant to a grant by and through the Automobile Theft Preventive Authority(hereinafter referred to a the Task Force); and,

WHEREAS, the County and District Attorney of Cameron County, Texas has the duty to represent the State of Texas regarding forfeitures of property pursuant to various civil and criminal statutes; and,

WHEREAS, the Task Force has the duty to provide law enforcement service with particular emphasis on auto theft related offenses; and,

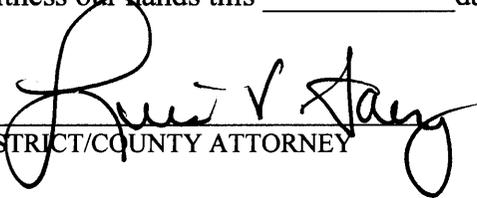
NOW, THEREFORE, it is mutually agreed by and between the County and District Attorney of Cameron County, Texas and the Task Force, as follows:

1. The County and District Attorney shall diligently pursue all forfeiture actions which arise from operations initiated and investigated by the County and District Attorney of Cameron County, Texas and the Task Force, as follows:
 - a. Upon seizure of funds or property by the Task Force under the provisions of law, The Task Force shall provide for the custody of the seized funds or property until final disposition of the forfeiture action.
 - b. Upon final disposition of the Forfeiture action, all funds and all property Attributable to the efforts of the Task Force shall be awarded to the Task force.
2. All property and funds awarded to the Task Force under forfeiture action represent Program Income (see ABTPA Grant Application). Up to the total grant amount of \$41,250.00 (Forty-one thousand two hundred fifty dollars and no cents) these funds shall be added to the funds committed to the project in accordance with the Uniform Grant Management Standards, Subpart C, Section 25, Paragraph (g) (2). Any Program Income (forfeiture, etc.) in excess of the total grant award amount may be retained by the grantee with ABTPA approval and must be used for purposes that further the objectives of the project.

(c) This agreement shall be in effect for the term of the Task Force grant award dates, September 01, 2016, to August 31, 2017.

It is Agreed and Noted.

Witness our hands this _____ day of _____, 2016.



DISTRICT/COUNTY ATTORNEY



GRANT PROJECT DIRECTOR

_____ County, Texas

TASK FORCE



Submit

AGENDA REQUEST FORM

Item Number: **4e.**

COMMISSION MEETING DATE: 10/4/16

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 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 235-2016-042: To rezone from Dwelling "Z" (DZ) to General Retail "G" (4CG) for 2.3 acres of Block 2 and 3 of R.B. Rentrfo located near FM 802 and Chachalaca Drive. (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 June 9, 2016 the Planning and Zoning Commission voted to recommend denial. Commissioners Troy Whittemore and Francisco Orozco nay the motion. Commissioners Joe de la Garza, Myles R. Garza, Michael Reyes and Ronald Mills aye the motion.

[Tabled at City Commission on 09/06/16]

City Manager Approval

_____ **Date:** _____

ORDINANCE NUMBER 235-2016-042

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

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

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Dwelling “Z” (DZ) to General Retail “G” (4CG) for 2.3 acres of Block 2 and 3 of R.B. Rentfro located near FM 802 and Chachalaca Drive. (District 4); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

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

INTRODUCED at a public hearing on **September 20, 2016**. Passed at First Reading on **September 20, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **October 4, 2016**.

(SEAL)

BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Michael L. Lopez
City Secretary



ZONING APPLICATION

City of Brownsville
Planning Department
(956) 548-6150

1150 E. Adams St. 3rd FL
Brownsville, Texas 78520

- Planning and Zoning Commission
- City Commission

Tentative Date: _____

Tentative Date: _____

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

Geographic ID #: 77-8360-0020-0771-00

Project Address: _____

Subdivision: R B Rentfro

Lot(s)/Block: 2.32 Acs out of Blk 2-3

Current Area Classification: _____ Proposed Area Classification: _____ Gross Acreage: 2.3 Acs.

Current Zoning: 1 Proposed Zoning: 4th commercial

Proposed Used: Event Center
Commercial Overlay Districts: _____

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

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

Owner Information

Representative/Agent Information

Name: Aldo I. Zamora
Iveth Medina

Address: 4 Calle Chachalaca

City: Brownsville

State: Tx Zip Code: 78520

Telephone: (956) 592-5828

Fax: _____

Email: aldo.southwesthomes@gmail

Signature: [Signature]

Name: _____

Address: _____

City: _____

State: _____ Zip Code: _____

Telephone: _____

Fax: _____

Email: _____

Signature: _____

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

Office Use Only

Date Submitted: May 6, 2016 Application Fee: \$1750.00 Electoral District: _____

Accepted by: Erika Espinoza Dept. Director: _____ Case Number 235- 2016-042



City of Brownsville Zoning Map

Use Districts

ZONING

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

Rezoning Request :

Case # 235-2016-042

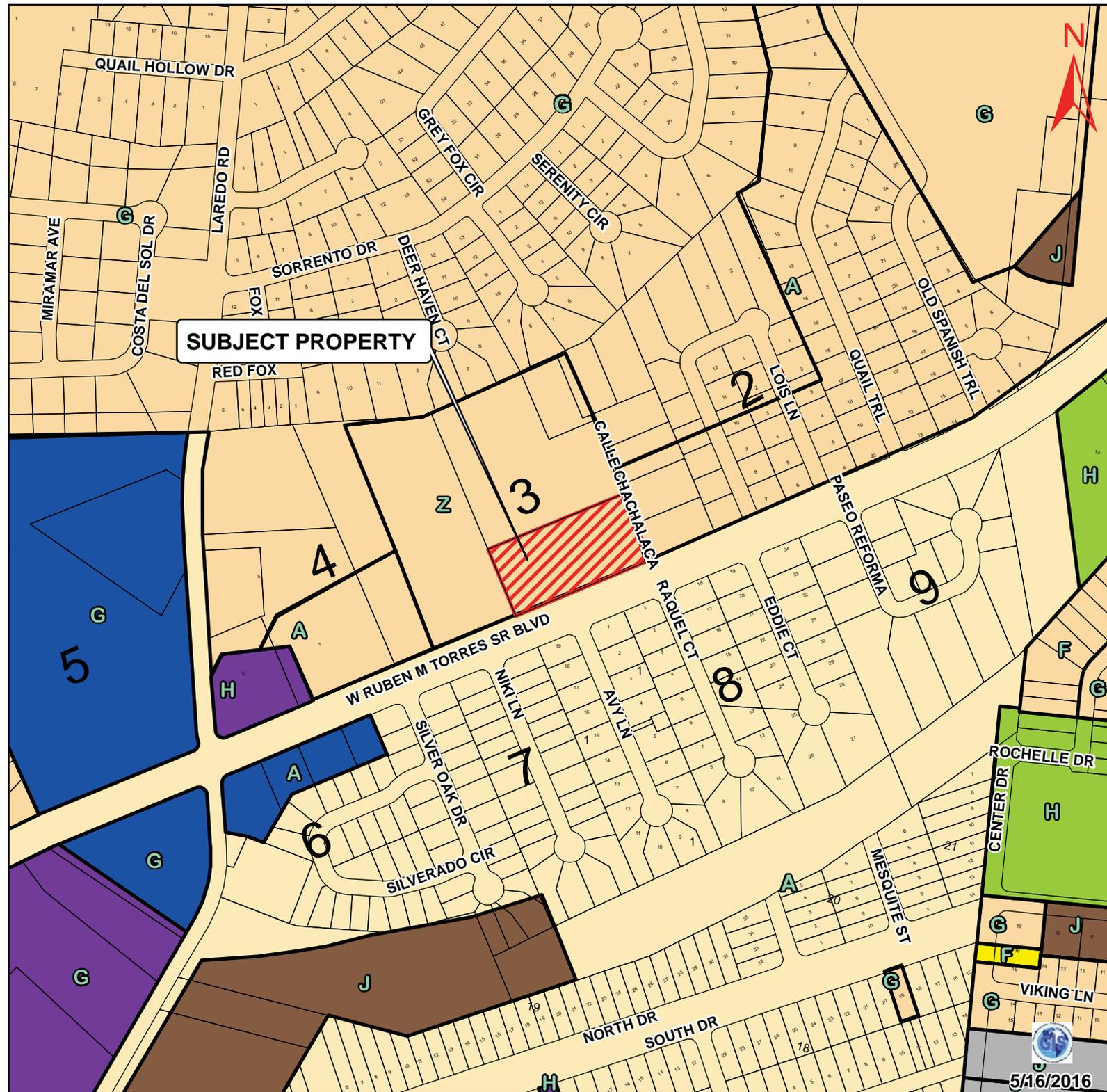
Aldo I. Zamora/Iveth Medina

Current Zoning:

Dwelling (D) "Z"

Proposed Zoning:

General Retail (4C) "G"





City of Brownsville

FUTURE LAND USE PLAN

DISTRICTS NAME

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

CORRIDORS

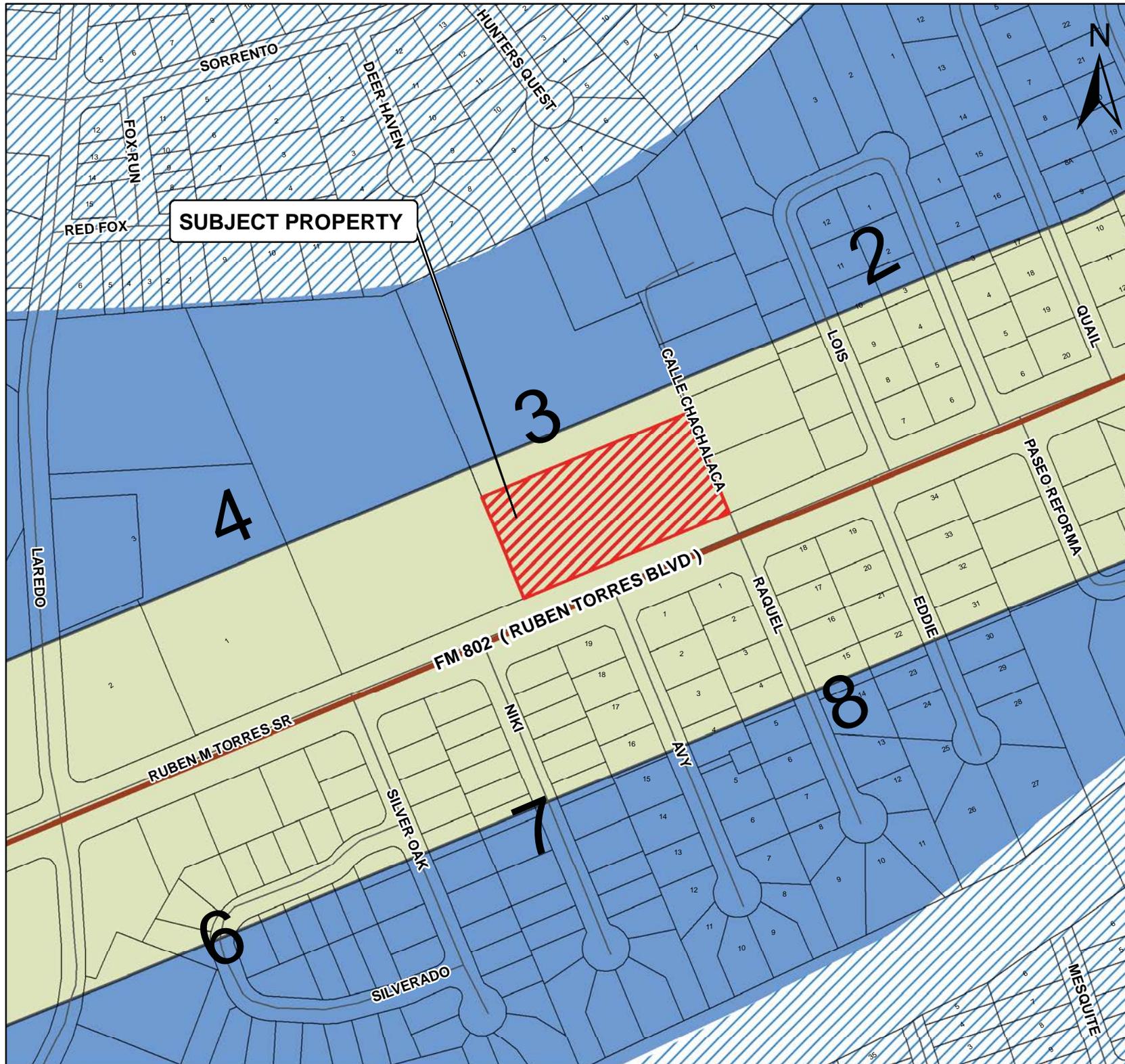
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

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

- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.
235-2016-042



Date: Jun 21, 2016

Ramiro Gonzalez
Planning & Zoning Administrator
P.O. Box 911
Brownsville, Texas 78521

Dear Mr. Gonzalez:

In accordance with Section 20.B.2 of the City Zoning Ordinance, I wish to **PROTEST** the decision of the Planning & Zoning Commission to deny my application for a zone change.

Please schedule a Public Hearing for **the July 19, 2016** City Commission meeting to consider this protest. I will be out of town. *I realize that ¾ vote the city commission is required to overturn the planning & zoning commission decision.*

My Case Ordinance Number is: **235-2016-042**

We request a zone change from: **D2 TO 4CG**

Disapproval by the Planning & Zoning Commission was JUN 9, 2016

Sincerely,

A handwritten signature in black ink, appearing to read 'Aldo I Zamora', with a long horizontal stroke extending to the right.

Aldo I Zamora

Address: 2471 A military HWY 281

Brownsville, Tx 78520

Email: aldozamora@hotmail.com

Erika Espinoza

From: Aldo Zamora <aldo.southwesthomes@gmail.com>
Sent: Thursday, July 28, 2016 9:23 AM
To: Erika Espinoza
Cc: aldoizamora@hotmail.com
Subject: Commissioners meeting

Good morning Erika, I authorize you to change the date for my appeal at city commissioner's meeting to the one on September 6th, 2016.

Thanks

Aldo I Zamora

Sent from my iPhone



Staff Report

A. Application Information

Applicant/Property Owner:	Aldo I. Zamora/ Iveth Medina
Property ID:	77-8360-0020-0771-00
Case Number:	235-2016-042
Application Type:	Rezoning
Proposed Use:	Event Center
Current Zoning District:	Dwelling "A"
Proposed Zoning District:	Apartment "A"
Date Application Submitted:	May 6, 2016
Planning & Zoning Commission Meeting Date:	June 9, 2016
City Commission Meeting Dates:	June 21, 2016 & July 5, 2016
City Commission District:	4
Overlay in area:	N/A

B. Application Type/Background

The applicant is requesting to rezone from "Dwelling Z" to "General Retail G".

C. Subject Property

The subject property is located on 2.32 acres out of block 2-3 of R B Rentfro subdivision. This property is fronting W. Ruben Torres Blvd, a primary arterial. Single family neighborhoods are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities Board (PUB).

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

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

Figure 1: Existing Zoning Map

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

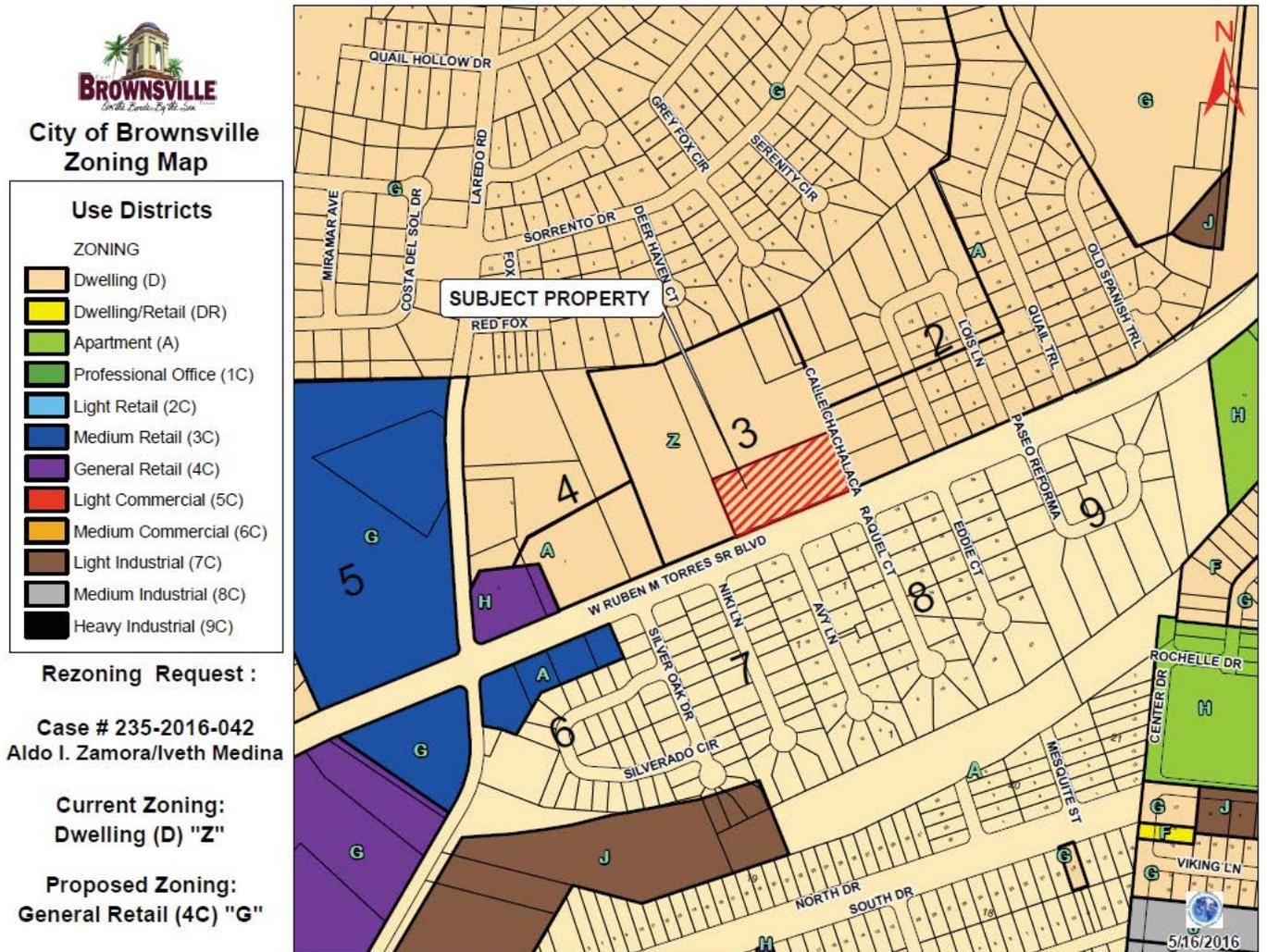


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property. The existing land uses to the north, south, and east are single family homes .West of the subject property there is a church and vacant property.

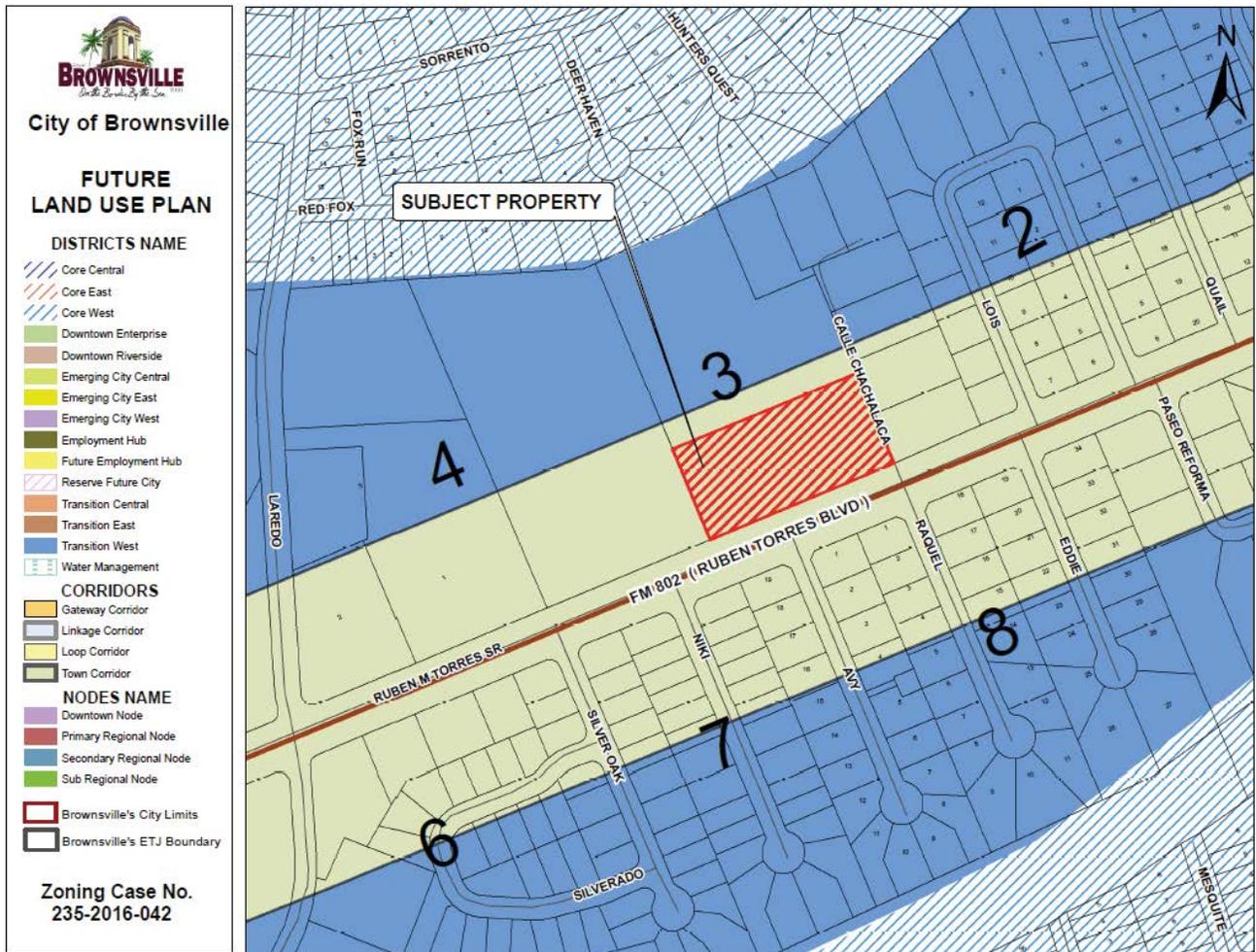


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Town Corridor”. According to this plan, town corridors are primarily residential, with small clusters of commercial land uses at regularly spaced intervals, mostly found at intersections of Sub-Regional roadways with City streets. Institutional and community facility land uses should also be located in the Corridors, taking advantage of visible locations along the Sub-Regional roadways and providing proximity of these services to local residents. Commercial uses should be neighborhood office and retail, ideally independently owned businesses and shops that serve local residents. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Town Corridor)

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



E. Review Criteria

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

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

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

The area surrounding the subject property is developed primarily of single family neighborhoods. It is the opinion of staff that the proposed zoning/use would generally be compatible.

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

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

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

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

F. Staff Recommendation

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



Submit

AGENDA REQUEST FORM

Item Number: **4f.**

COMMISSION MEETING DATE: 10/4/16

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 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 235-2016-058: To rezone from Dwelling "Z" (DZ) to General Retail "G" (4CG) for 0.480 acres for Lots 4, 5 & 6, Block 8 of Villanueva Subdivision located at 3095 US Military 281, Brownsville, Texas 78526. (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 September 8, 2016 the Planning and Zoning Commission voted to recommend approval. Commissioners Troy Whittemore, Joe de la Garza, Myles R. Garza, Michael Reyes, Derek Benavides and Ronald Mills aye the motion. Commissioner Francisco Orozco abstained. Only the first 1/2 of the property is being rezoned to commercial.

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2016-058-CO

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

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

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so as to rezone from Dwelling “Z” to General Retail “G” with a Conditional Overlay (4CG-CO) for an area described as:

Being a 1.4 Acre Tract of land, more or less, out of Lots 4, 5, and 6 of Block 8 of Villanueva Subdivision in the City of Brownsville, Cameron County, Texas.

Start at the Northwest corner of the South ROW of US Hwy 281 and a frac of Lot 5-6 Block 8 Villa Nueva Subdivision (78-6210-0080-0051-00) for a 1.4AC Tract of land.

Continuing along the West boundary of a 1.4AC tract to the Northwest corner of Lot 4, Block 8, Villa Nueva Subdivision.

Extending the south boundary line of a 1.4AC Tract to the East boundary line of frac of Lot 5-6 Block 8 Villa Nueva Subdivision (78-6210-0080-0051-00)

Continuing along the East Boundary and the South ROW of US Hwy 281 to the starting point. for a 1.4AC tract of land to be rezone to General Retail “G”.

Section 2. The property described above and within the boundaries of the conditional overlay established by the ordinance is subject to the following conditions:

- A. Driveway for Ingress/Egress must be fronting Military Highway.
- B. See Attached Exhibit “A” Case No. 235-2016-058-CO

Part 3. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **September 20, 2016**. Passed at First Reading on **September 20, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **October 4, 2016**.

(SEAL)

BY: _____
Antonio Martinez,
Mayor

ATTEST: _____
Michael Lopez, City Secretary



ZONING APPLICATION

Multi-Family/Office/Commercial/Retail/Industrial

- 0-1 Acres\$500.00
- 1.-5. Acres\$750.00
- 5.-10. Acres ...\$1,000.00
- 10. and Up\$1,500.00

- Planning and Zoning Commission
- City Commission

Single Family

- 0-1 Acres\$250.00
- 1.-10. Acres\$500.00
- 10. and Up\$1,000.00

Tentative Date: 07-07-14
 Tentative Date: 07/19/16 & 08-02-14

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

Geographic ID #:

Project Address:

3095 US Military Hwy 281

Subdivision:

Villa Nueva

Lot(s)/Block:

Lt 4.5 & 6 B148

Current Area Classification:

Residential

Proposed Area Classification:

Gross Acreage:

Current Zoning:

Proposed Zoning:

Proposed Used:

Overlay Districts:

* If property is not subdivided you will need to provide survey map and/or metes and bounds
 * If the application is signed by the representative we need a notarized authorization letter from the owner.

Owner Information

Representative/Agent Information

Name: Joe DeLo Fuente
 Address: 1681 S. Los Espanos Blvd
 City: Brownsville
 State: TX Zip Code: 78520
 Telephone: 956 541 3003
 Fax: 956 544 4430
 Email: jdelafuente@icard.net
 Signature: [Signature]

Name: _____
 Address: _____
 City: _____
 State: _____ Zip Code: _____
 Telephone: _____
 Fax: _____
 Email: _____
 Signature: _____

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

Office Use Only

Date Submitted:

June 16, 2016

Case Number

235-2016-058

Electoral District:

1034 E. LEVEE STREET 2ND FLOOR • CITY PLAZA • BROWNSVILLE, TEXAS 78520

PHONE (956) 548-6150 • FAX (956) 548-6144

Form-04-1003U



City of Brownsville Zoning Map

Use Districts

ZONING

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

Rezoning Request :

Exhibit "A"

Case # 235-2016-058-CO

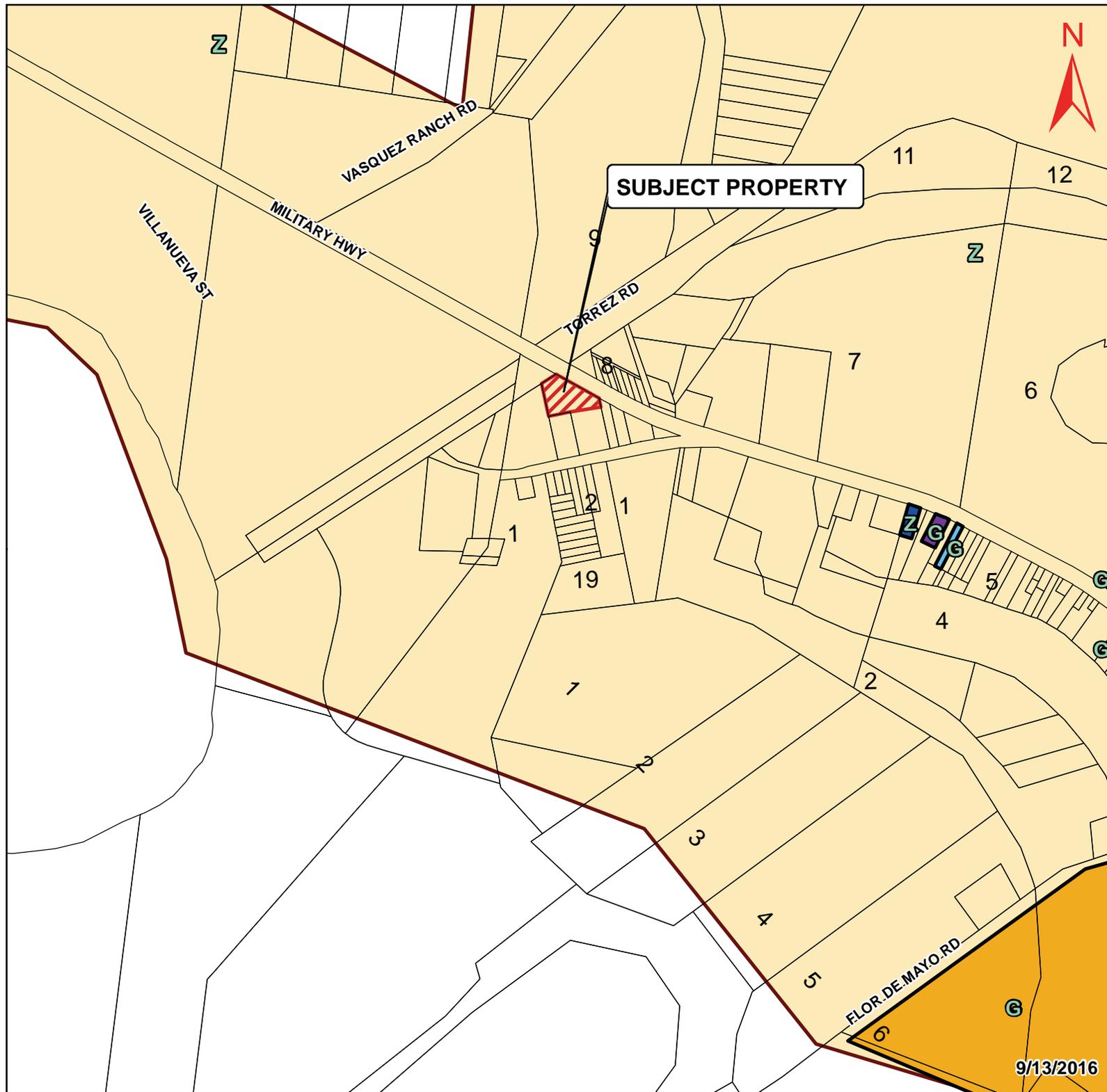
Joe de la Fuente

Current Zoning:

Dwelling (D) "Z"

Proposed Zoning:

General Retail (4C) "G"





City of Brownsville

FUTURE LAND USE PLAN

DISTRICTS NAME

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

CORRIDORS

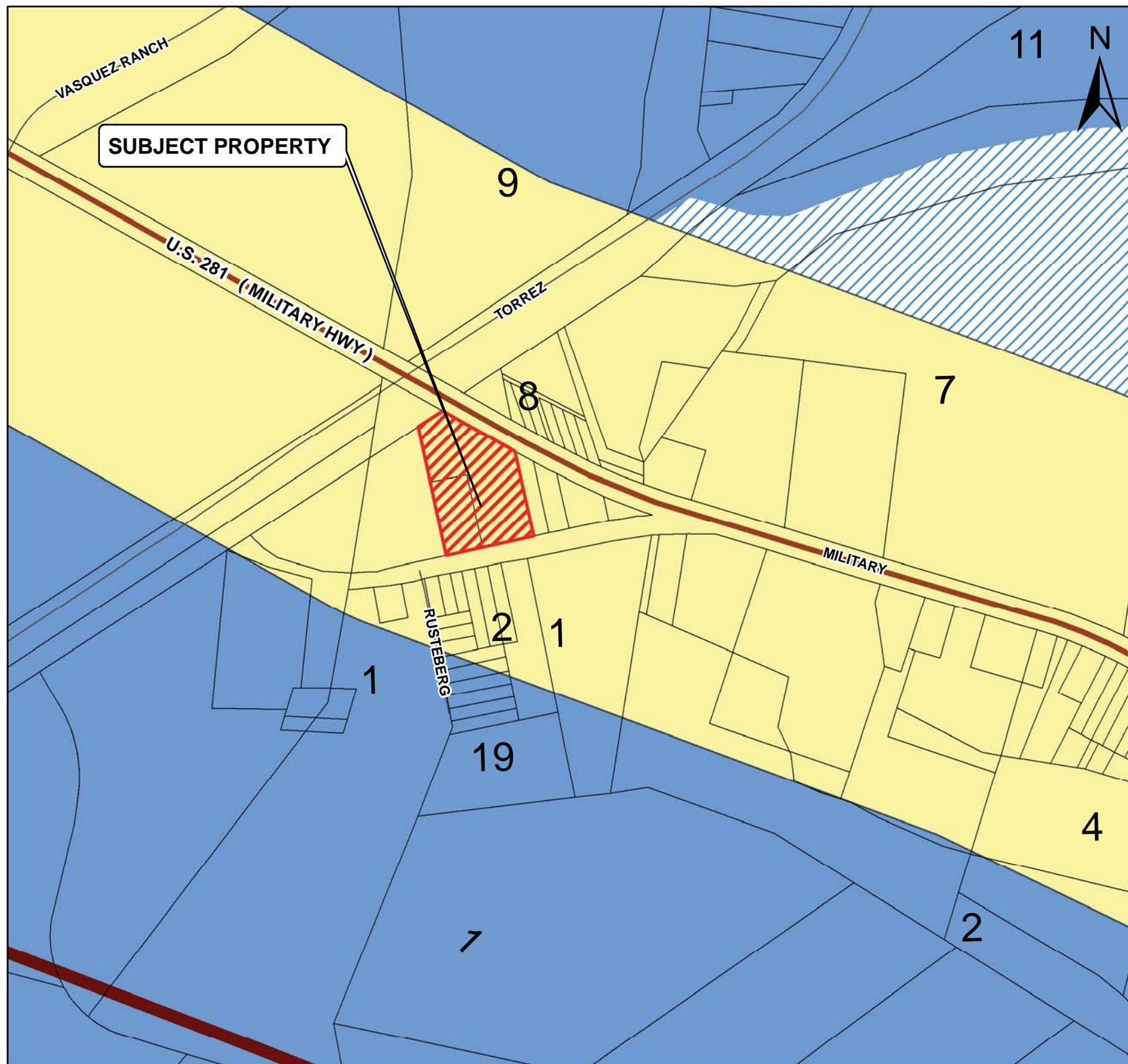
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

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

- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.
235-2016-058





Staff Report

A. Application Information

Applicant/Property Owner:	Joe De La Fuente
Property ID:	78-6210-0080-0051-00 / 78-6210-0080-0040-00
Case Number:	235-2016-058
Application Type:	Rezoning
Proposed Use:	
Current Zoning District:	Dwelling “Z”
Proposed Zoning District:	General Retail “G”
Date Application Submitted:	June 6, 2016
Planning & Zoning Commission Meeting Date:	July 14, 2016
City Commission Meeting Dates:	August 2, 2016 & August 16, 2016
City Commission District:	4
Overlay in area:	O51-A Commercial

B. Application Type/Background

The applicant is requesting to rezone from “Dwelling Z” to “General Retail G”.

C. Subject Property

The subject property is located on Lots 4, 5, and 6, Block 8 of Villa Nueva Subdivision. This property is fronting US Military Highway, a primary arterial. Single family homes, an auto parts lot, and a recycling business are the predominant existing land uses within the subject property’s immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Military Highway Water Supply Corporation.

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

- North of the subject property is an auto parts lot.
- East of the subject property are single family homes.
- South of the subject property are single family homes and a recycling business.
- West of the subject property is vacant.

Figure 1: Existing Zoning Map

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

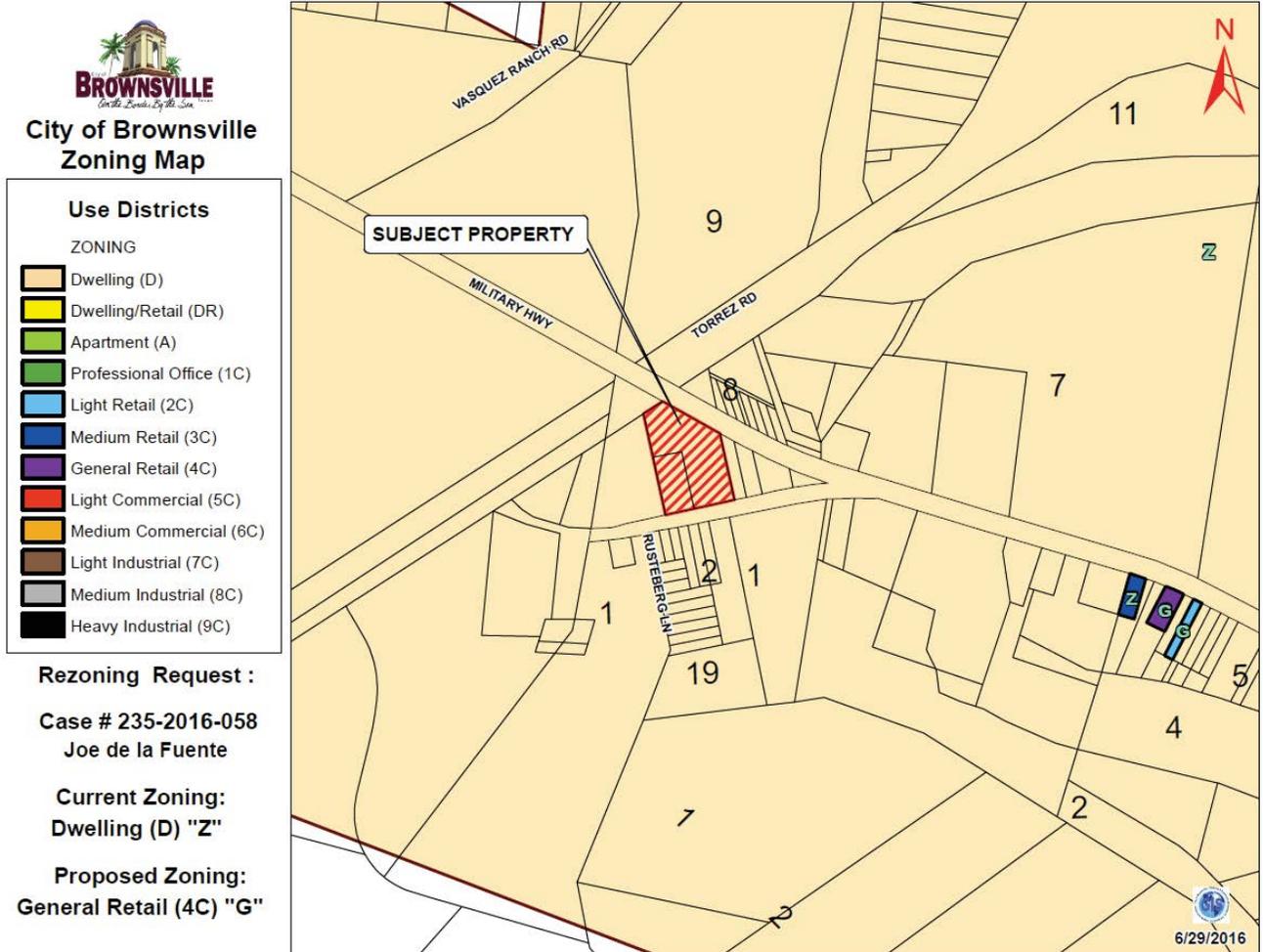


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property. The existing land uses to the east and south of the subject property are single family homes, an auto parts lot, and a recycling business.

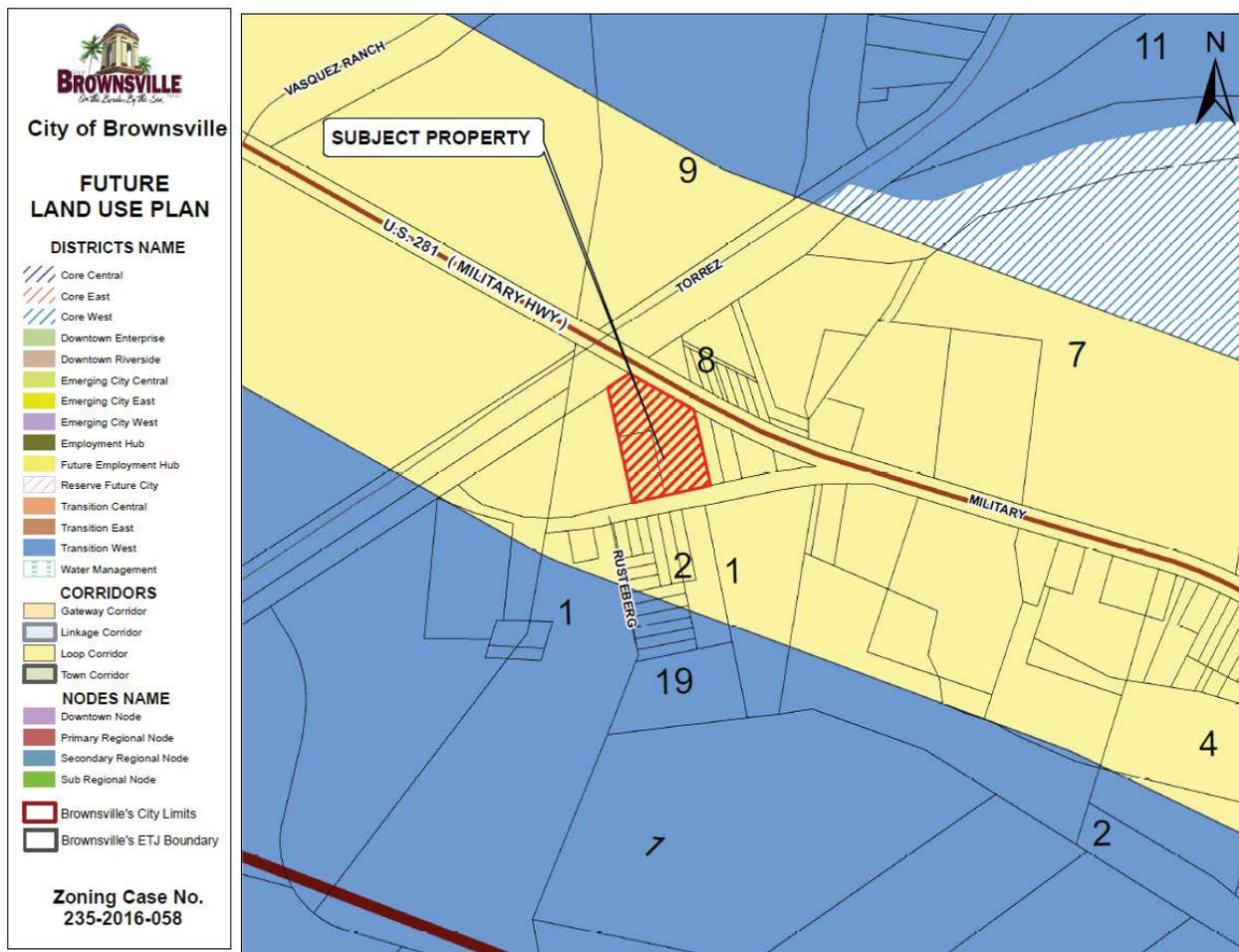


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Loop Corridor”. According to this plan the dominant use in the Loop Corridor is commercial, but a healthy mixture of residential, institutional, and community facility land uses are also permitted. There is also a high degree of flexibility allowed in the land use types, especially for commercial and residential uses. The commercial uses should maintain a regional form and focus, as well as providing some services to the local residents and users. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Loop Corridor)

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



E. Review Criteria

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

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

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

The area surrounding the subject property is developed primarily of single family homes, an auto parts lot, and a recycling business. It is the opinion of staff that the proposed zoning/use would generally be compatible.

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

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

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

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

F. Staff Recommendation

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



Submit

AGENDA REQUEST FORM

Item Number: **4g.**

COMMISSION MEETING DATE: 10/4/16

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 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 235-2016-073: To rezone from Dwelling "Z" (DZ) to General Retail "G" (4CG) for .6248 acres for Lots 9, 10, 11 & 12 of Block 107 of Olmito Original Townsite located near Expressway 77/83 & Hargill Street.

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 September 8, 2016 the Planning and Zoning Commission voted unanimously to recommend approval.

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2016-073

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

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

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Dwelling “Z” (DZ) to General Retail “G” (4CG) for .6248 acres for Lots 9, 10, 11 & 12 of Block 107 of Olmito Original Townsite located near Expressway 77/83 & Hargill Street.;the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

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

INTRODUCED at a public hearing on **September 20, 2016**. Passed at First Reading on **September 20, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **October 4, 2016**.

(SEAL)

BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Michael L. Lopez
City Secretary



Zoning Application

Multi-Family/Office/Commercial/Retail/Industrial

- 0-1 Acres\$500.00
- 1.-5. Acres\$750.00
- 5.-10. Acres ...\$1,000.00
- 10. and Up\$1,500.00

- Planning and Zoning Commission
- City Commission

Single Family

- 0-1 Acres\$250.00
- 1.-10. Acres\$500.00
- 10. and Up\$1,000.00

Tentative Date: 09-08-16
 Tentative Date: 09-20-16 ¹⁰⁻⁰⁴⁻¹⁶

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

Geographic ID #: 45-0000-1070-0090-00 45-0000-1070-0011-00

Project Address: _____

Subdivision: _____

Lot(s)/Block: Olmito Original Townsite ^{Lot} 9-10 Block 107 ^{Lot} 11-12 B1K 107

Current Area Classification: ~~0~~ Proposed Area Classification: _____ Gross Acreage: ^{0.3124} 0.3124

Current Zoning: D Proposed Zoning: 5th Commercial ^{0.6248}

Proposed Used: _____ Overlay Districts: _____

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

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

Owner Information

Name: Silvia Castanon
 Address: 2873 Frank Fort St
 City: Brownsville
 State: TX Zip Code: 78520
 Telephone: 956-463-5847
 Fax: _____
 Email: silcastanon@gmail.com
 Signature: [Signature]

Representative/Agent Information

Name: Jorge Rojas
 Address: _____
 City: _____
 State: _____ Zip Code: _____
 Telephone: _____
 Fax: _____
 Email: _____
 Signature: _____

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

Office Use Only

Date Submitted: July 27, 2016 Code: 2N30 Application Fee: \$500.00
 Accepted By: Erika Espinoza Case Number 235- 2016-073



City of Brownsville Zoning Map

Use Districts

ZONING

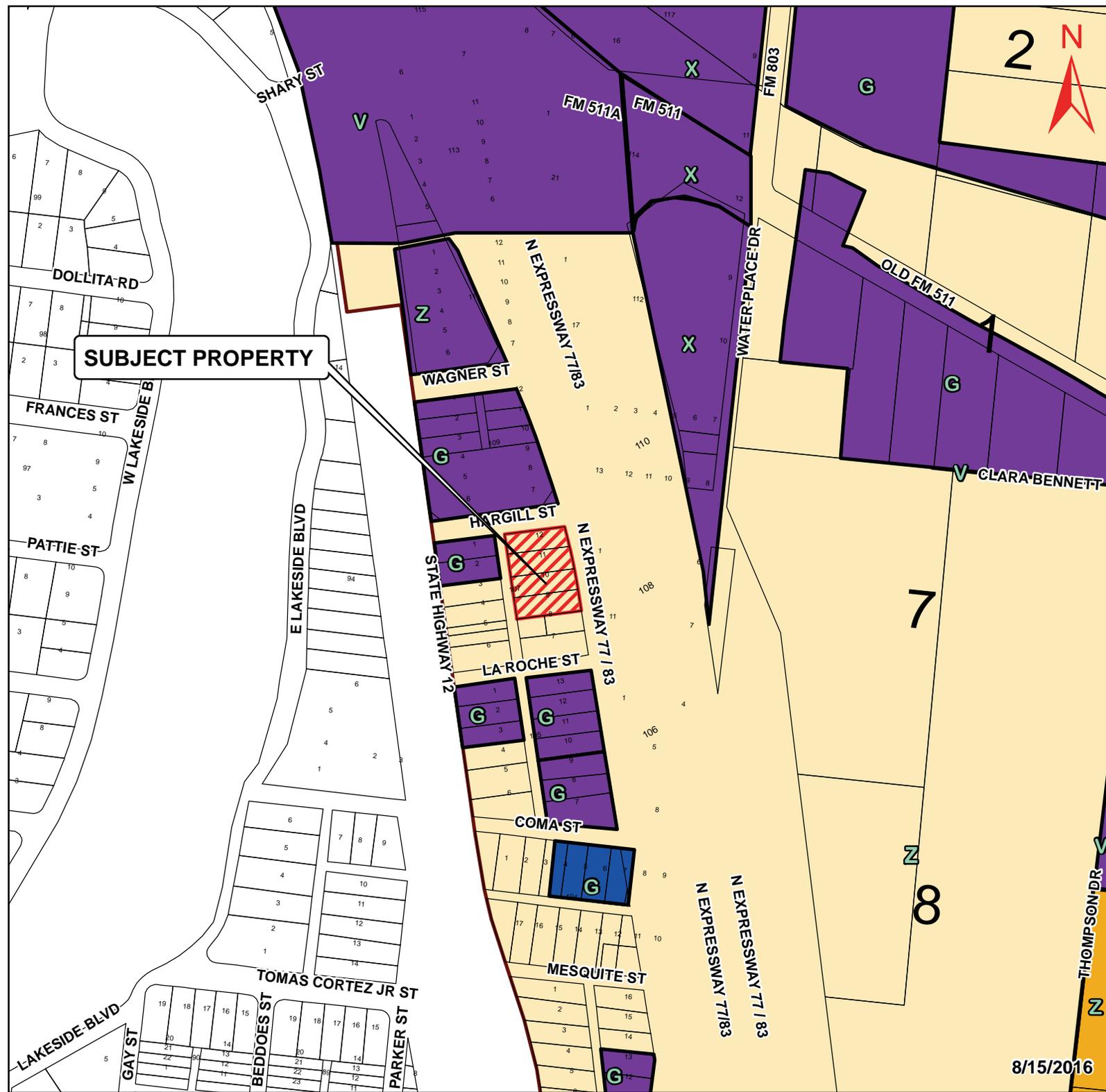
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

Rezoning Request :

**Case # 235-2016-073
Silvia Castanon**

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

**Proposed Zoning:
General Retail (4C) "G"**





City of Brownsville

FUTURE LAND USE PLAN

DISTRICTS NAME

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

CORRIDORS

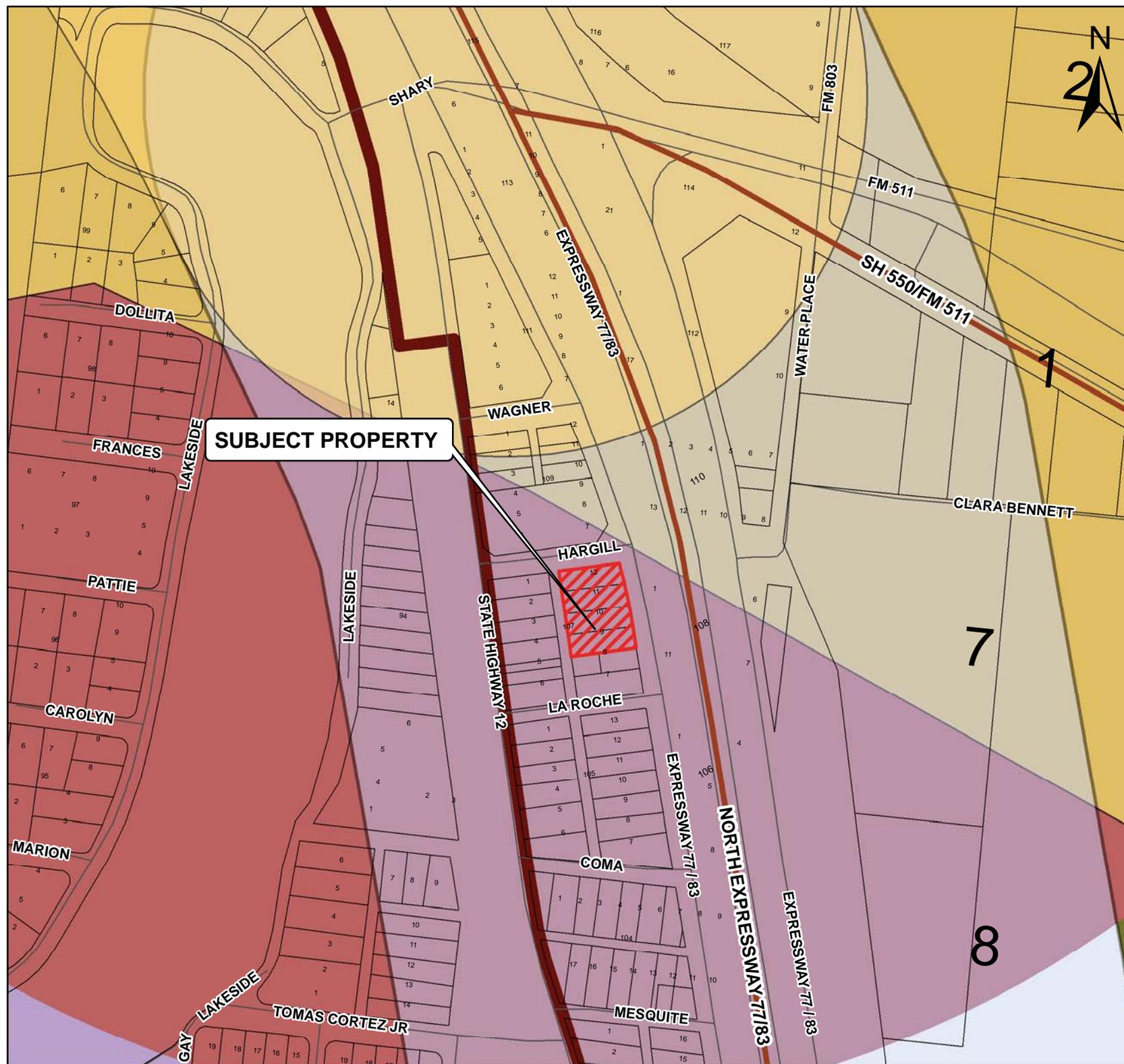
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

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

- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.
235-2016-073





Staff Report

A. Application Information

Applicant/Property Owner:	Silvia Castanon
Property ID:	45-0000-1070-0090-00/ 45-0000-1070-0011-00
Case Number:	235-2016-073
Application Type:	Rezoning
Proposed Use:	Light Commercial “G” (5CG)
Current Zoning District:	Dwelling “Z” (DZ)
Proposed Zoning District:	Light Commercial “G” (5CG)
Date Application Submitted:	July 27, 2016
Planning & Zoning Commission Meeting Date:	September 8, 2016
City Commission Meeting Dates:	September 20, 2016 & October 4, 2016
City Commission District:	3
Overlay in area:	O31

B. Application Type/Background

The applicant is requesting to rezone his property from “Dwelling Z” to “Light Commercial G”.

C. Subject Property

The subject property is located on Lots 9,10,11,12 of Block 107 of Olmito Original Townsite Subdivision. This property is fronting S. Frontage road, a primary arterial. Single family homes and businesses are the predominant existing land uses within the subject property’s immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by Olmito Water Supply Corporation.

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

- North of the subject property are businesses.
- East of the subject property is Olmito Water Supply.
- South of the subject property are single family homes.
- West of the subject property are single family homes.

Figure 1: Existing Zoning Map

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

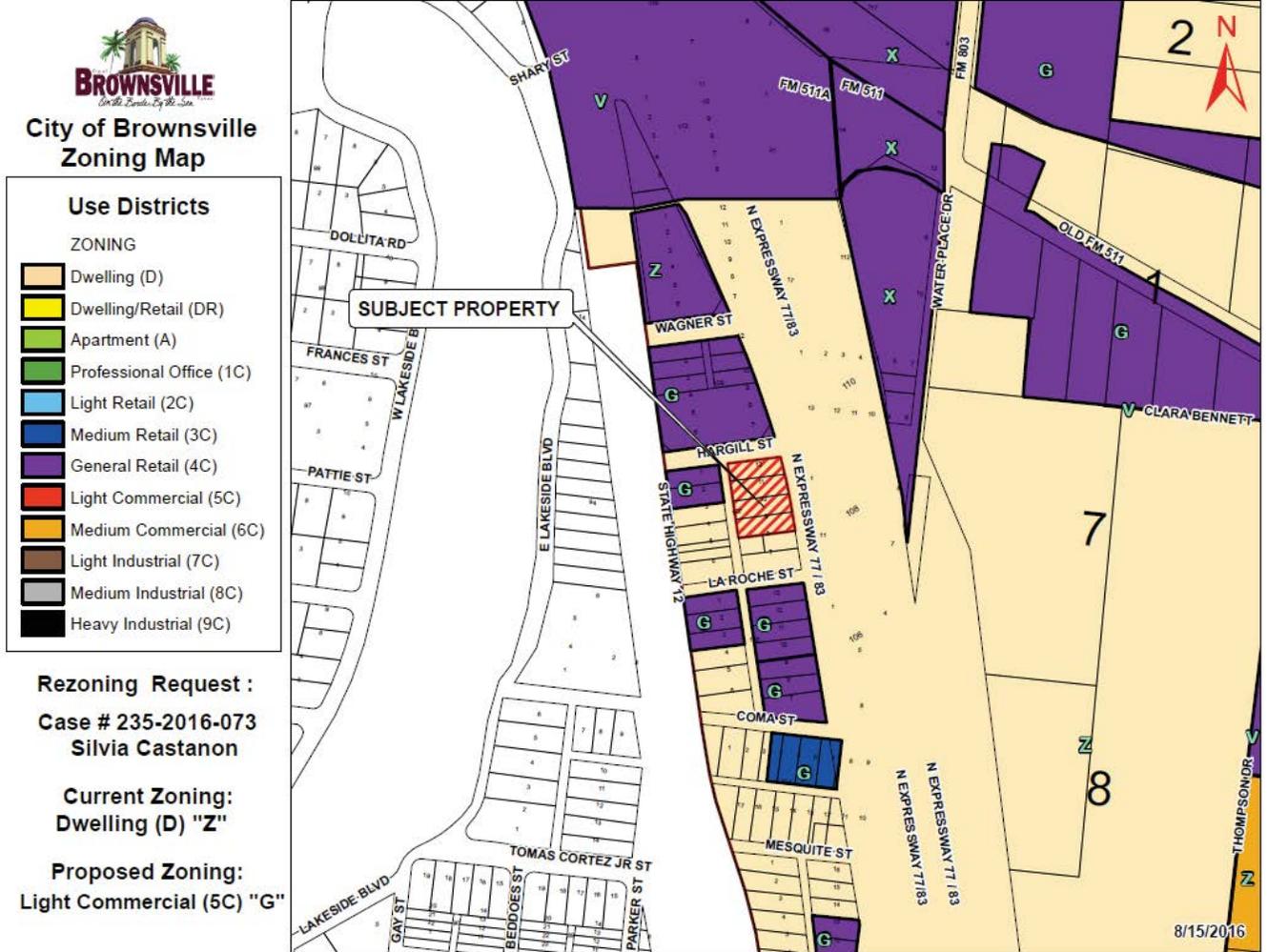


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property. The existing land uses of the surrounding properties to the north are businesses. To the west and south of the subject property are single family homes. East of the subject property across the expressway is the Olmito Water Supply.

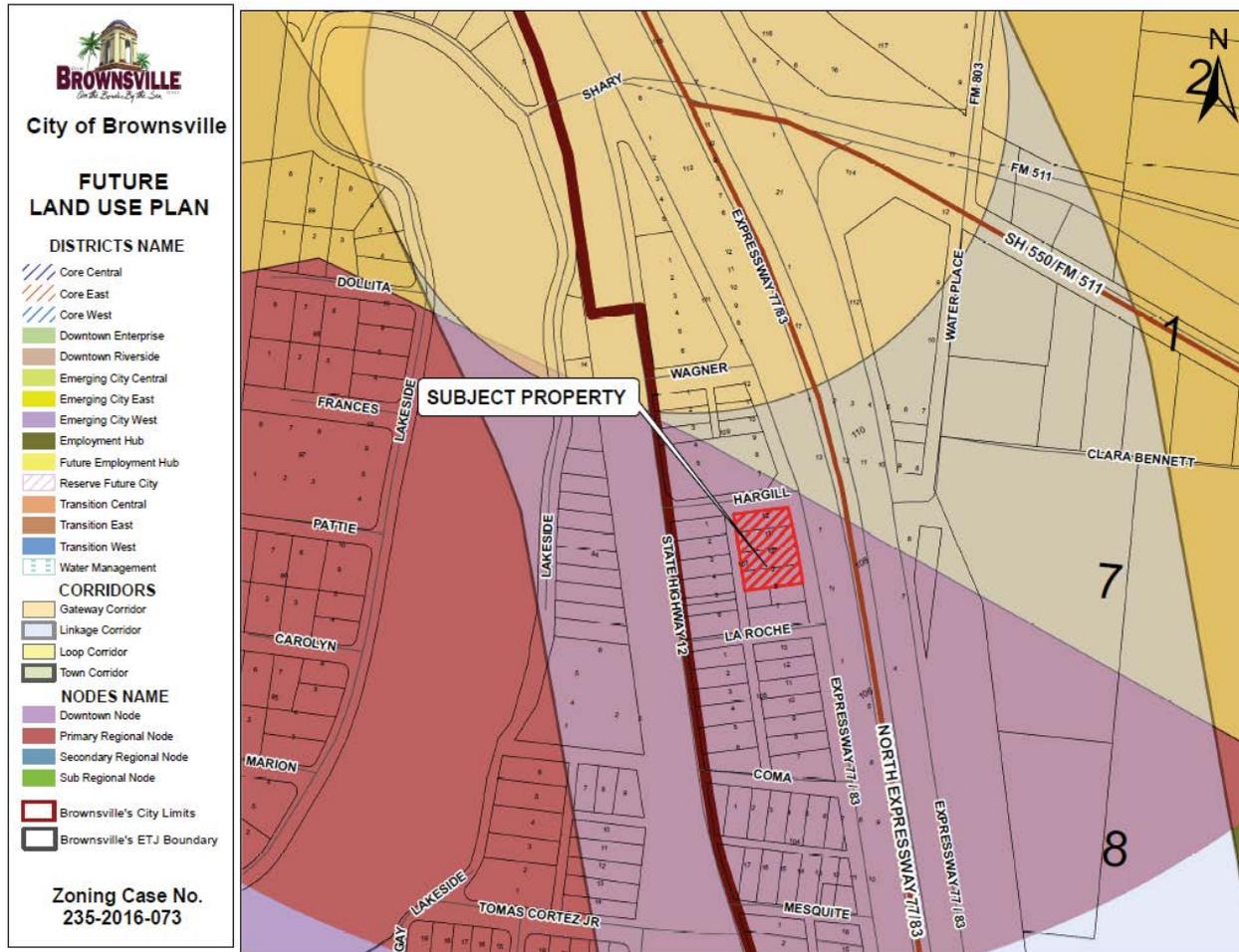


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Town Corridor”. According to this plan, the Town Corridors are primarily residential, with small clusters of commercial land uses at regularly spaced intervals, mostly found at intersections of Sub-Regional roadways with City streets. Commercial uses should be neighborhood office and retail, ideally independently owned businesses and shops that serve the local residents. Town Corridors are also highly suitable areas for adult and child daycare facilities, schools, and education and recreation centers. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Town Corridor)

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



E. Review Criteria

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

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

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

The area surrounding the subject property is developed primarily of single family homes and businesses. It is the opinion of staff that the proposed zoning would generally be compatible.

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

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

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

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

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support the request to rezone from “Dwelling Z” to “General Retail G”.



Submit

AGENDA REQUEST FORM

Item Number: **4h.**

COMMISSION MEETING DATE: 10/4/16

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 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 235-2016-074-CO: To rezone from Dwelling "Z" (DZ) to Apartment "H" (AH) for 6.65 acres for Blocks 3 & 4 of Rentfro Subdivision located at 950 W. FM 802, Brownsville, Texas 78521.

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 September 8, 2016 the Planning and Zoning Commission voted unanimously to recommend approval. Commissioner Francisco Orozco abstained.

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2016-074-CO

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

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

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so as to rezone from Dwelling “Z” to Apartment “H” with a Conditional Overlay (AH-CO) for an area described as:

Being a 6.65 Acre Tract of land, more or less, out of Blocks 3 and 4 Rentfro Subdivision in the City of Brownsville, Cameron County, Texas.

Section 2. The property described above and within the boundaries of the conditional overlay established by the ordinance is subject to the following conditions:

- A. To permit a total of 70 apartment units.
- B. A 30ft buffer along the Resaca.

Part 3. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **September 20, 2016**. Passed at First Reading on **September 20, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **October 4, 2016**.

(SEAL)

BY: _____
Antonio Martinez,
Mayor

ATTEST: _____
Michael Lopez, City Secretary



ZONING APPLICATION

City of Brownsville
Planning Department

1150 E. Adams St. 3rd FL
Brownsville, Texas 78520

Use Application

Area Application

Planning and Zoning Commission

Tentative Date: _____

City Commission

Tentative Date: _____

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

Property Tax ID #: 77-8360-0030-0000-00

Project Address: 950 W. F.M. 802 (Ruben Torres)

Subdivision: Rentero Subdivision

Lot(s)/Block: Blocks 3 & 4

Current Area Classification: Z Proposed Area Classification: H Gross Acreage: 6.65

Current Zoning: DMedling Proposed Zoning: AH (70)

Proposed Used: Townhomes/Apartments Overlay Districts: _____

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

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

Owner Information

Name: Michael Paley

Address: 950 W. F.M. 802

City: Brownsville

State: TX Zip Code: 78521

Telephone: 619-752-0304

Fax: NA

Email: mpaley@yahoo.com

Signature: Michael Paley

Representative/Agent Information

Name: Jessica De La Fuente

Address: 2035 N. Central Ave

City: Brownsville

State: Tx Zip Code: 78521

Telephone: 956-371-9129

Fax: 956-831-3563

Email: Jessicad@utexas.edu

Signature: Jessica De La Fuente

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

Contact a Planning & Community Development staff if you have any questions.

Office Use Only

Date Submitted: August 3, 2016 Application Fee: \$1,000.00 Electoral District: _____

Accepted by: Erika Espinoza Case Number: 235- 2016-074



City of Brownsville Zoning Map

Use Districts

ZONING

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

Rezoning Request :

Case # 235-2016-074

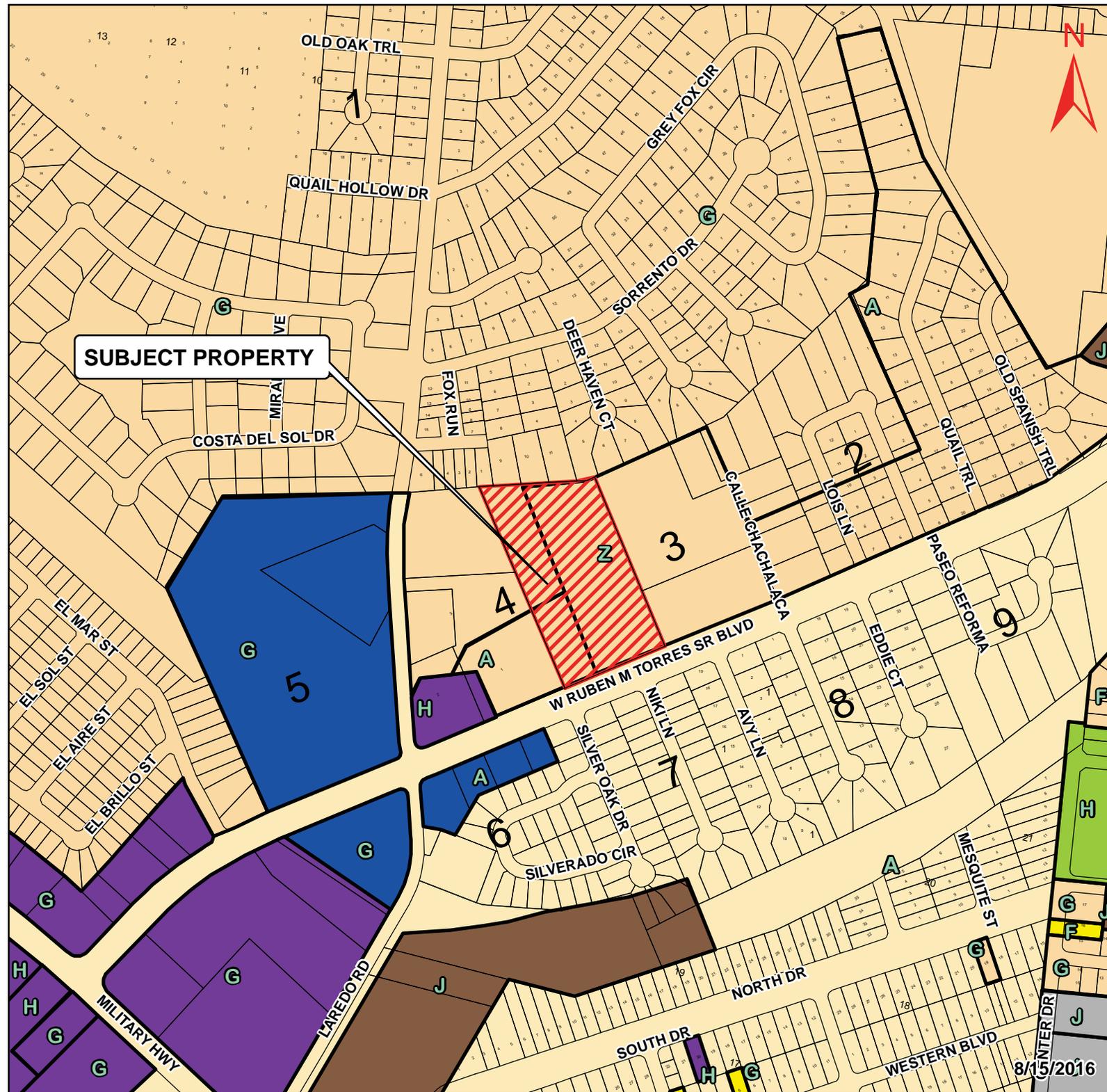
Michael Palfy

Current Zoning:

Dwelling (D) "Z"

Proposed Zoning:

Apartment (A) "H"





City of Brownsville

FUTURE LAND USE PLAN

DISTRICTS NAME

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

CORRIDORS

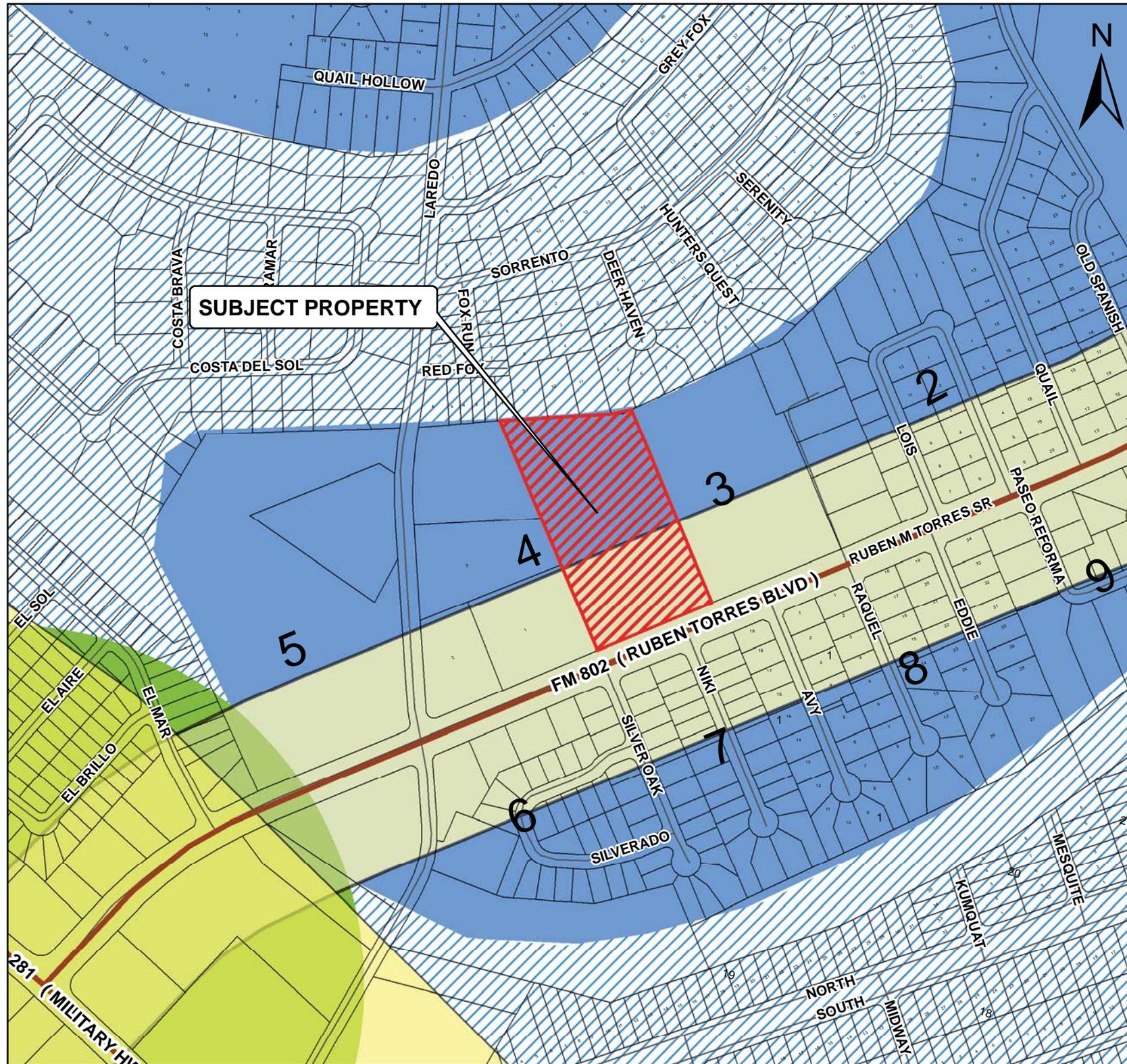
-  Gateway Corridor
-  Linkage Corridor
-  Loop Corridor
-  Town Corridor

NODES NAME

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

-  Brownsville's City Limits
-  Brownsville's ETJ Boundary

Zoning Case No.
235-2016-074





Staff Report

A. Application Information

Applicant/Property Owner:	Michael Palfy
Property ID:	77-8360-0030-0000-00
Case Number:	235-2016-074
Application Type:	Rezoning
Proposed Use:	Apartments-70 units
Current Zoning District:	Dwelling "Z" (DZ)
Proposed Zoning District:	Apartment "H" (AH)
Date Application Submitted:	August 3, 2016
Planning & Zoning Commission Meeting Date:	September 8, 2016
City Commission Meeting Dates:	September 20, 2016 & October 4, 2016
City Commission District:	4
Overlay in area:	N/A

B. Application Type/Background

The applicant is requesting to rezone his property from "Dwelling Z" to "Apartment H".

C. Subject Property

The subject property is located on Blocks 3 and 4 of Rentfro Subdivision. This property is fronting W. Ruben Torres Blvd, a primary arterial. Single family homes and apartments are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by Brownsville Public Utilities Board (PUB).

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

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

Figure 1: Existing Zoning Map

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

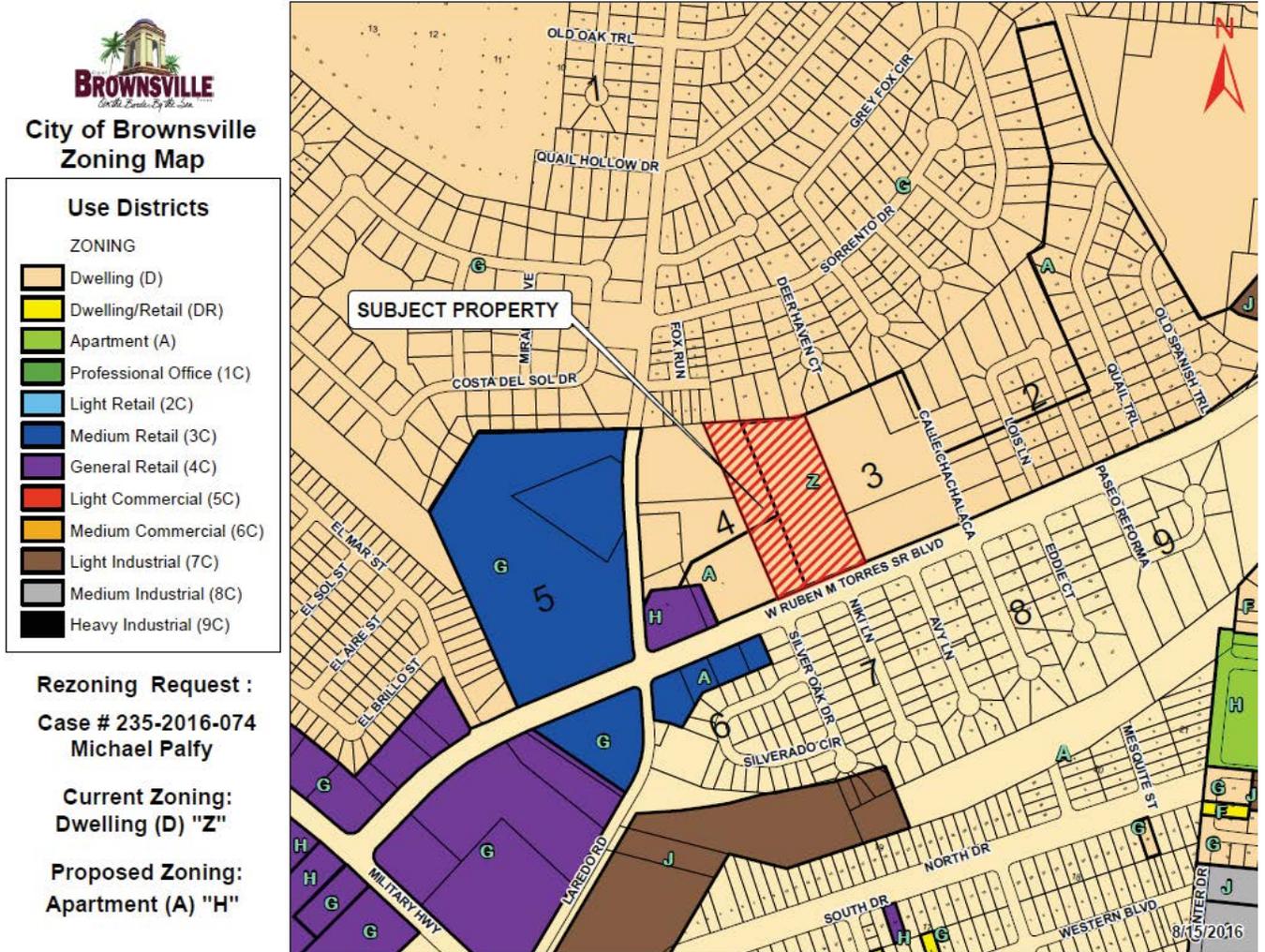


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property. The existing land uses of the surrounding properties to the north, south, and east are single family homes. West of the subject property are apartments, a church, and some vacant property.

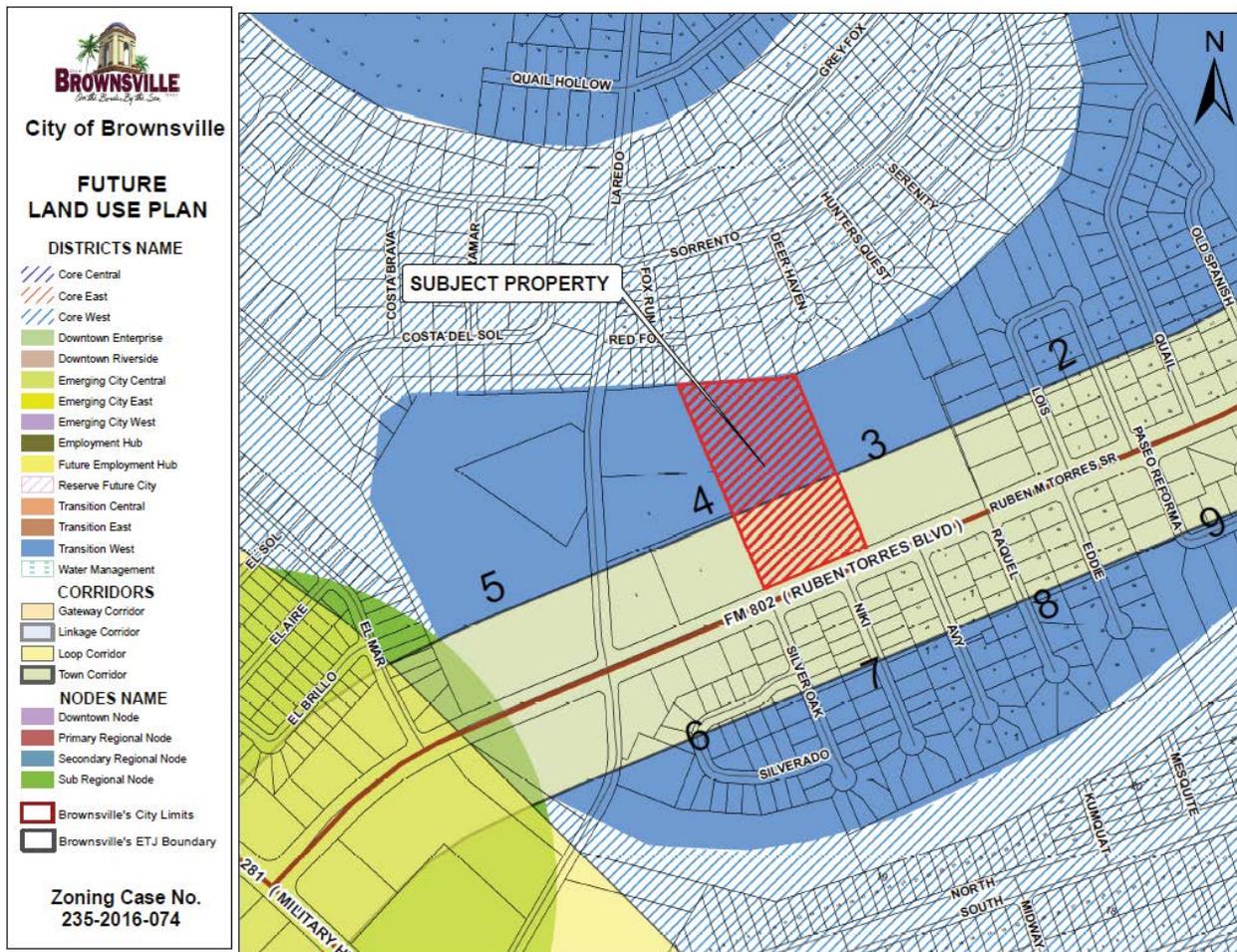


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located partially within the “Town Corridor” and within the “Transition West District”. According to this plan, the Town Corridors are primarily residential, with small clusters of commercial land uses at regularly spaced intervals, mostly found at intersections of Sub-Regional roadways with City streets. Commercial uses should be neighborhood office and retail, ideally independently owned businesses and shops that serve the local residents. According to the West Transition District, it’s primarily residential, with an average density of 2 dwelling units per acre. Residential uses should be mostly single family homes, with a range of lot sizes from 0.20 acres to 3.33 acres. Some duplexes and triplex homes, as well as some larger lots would also be appropriate. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Town Corridor/Transition West District)

The following map illustrates the Future Land Use Map. The subject property is partially within the Town Corridor and the Transition West District.



E. Review Criteria

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

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

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

The area surrounding the subject property is developed primarily of single family homes and apartments. It is the opinion of staff that the proposed zoning would generally be compatible.

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

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

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

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

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support the request to rezone from “Dwelling Z” to “Apartment H” with a Conditional Use overlay to permit a total of 70 units.



Submit

AGENDA REQUEST FORM

Item Number: **4i.**

COMMISSION MEETING DATE: 10/4/16

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 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 235-2016-076: To rezone from Dwelling "A" (DA) to General Retail "A" (4CA) for 1.96 acres for Lots 1, 2, 3 & 4 of Block 1 of Los Ebanos Properties Subdivision Lots S. Resubdivision located at 950 Paredes Line Road, Brownsville, Texas 78521.

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 September 8, 2016 the Planning and Zoning Commission voted unanimously to recommend approval.

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2016-076

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

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

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Dwelling “A” (DA) to General Retail “A” (4CA) for 1.96 acres for Lots 1, 2, 3 & 4 of Block 1 of Los Ebanos Properties Subdivision Lots S. Resubdivision located at 950 Paredes Line Road, Brownsville, Texas 78521.;the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

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

INTRODUCED at a public hearing on **September 20, 2016**. Passed at First Reading on **September 20, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **October 4, 2016**.

(SEAL)

BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Michael L. Lopez
City Secretary



ZONING APPLICATION

City of Brownsville
Planning Department
(956) 548-6150

1150 E. Adams St. 3rd FL
Brownsville, Texas 78520

- Planning and Zoning Commission
- City Commission

Tentative Date: _____

Tentative Date: _____

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

Geographic ID #: 04-9200-0010-0010-00,04-9200-0010-0020-00,04-9200-0010-0040-00,

Project Address: 950 Paredes Line Rd.

Subdivision: Los Ebanos Properties Subdivision Lots S. Resub.

Lot(s)/Block: Blk 1, Lot 1,2,3,4

Current Area Classification: Dwelling Proposed Area Classification: A Gross Acreage: 1.96

Current Zoning: Dwelling Proposed Zoning: Seventh Commercial

Proposed Used: Mixed Use Commercial Plaza Overlay Districts: _____

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

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

Owner Information

Name: Davila Family Liv Trust Davila Ernesto S & Levinia Tr.

Address: 23 Shadowbrook Ln.

City: Brownsville

State: TX Zip Code: 78521

Telephone: 956-546-1868

Fax: _____

Email: _____

Signature: _____

Special Note: INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.

Representative/Agent Information

Name: Eliseo Davila

Address: 2665 Old Spinal Trail

City: Brownsville

State: TX Zip Code: 78520

Telephone: (956) 455-3676

Fax: _____

Email: eliseo777@gmail.com

Signature: _____

Office Use Only

Date Submitted: August 8, 2016 Application Fee: \$ 750.00 Electoral District: _____

Accepted by: Enka Espinoza Dept. Director: _____ Case Number 235- 2016-076



City of Brownsville Zoning Map

Use Districts

ZONING

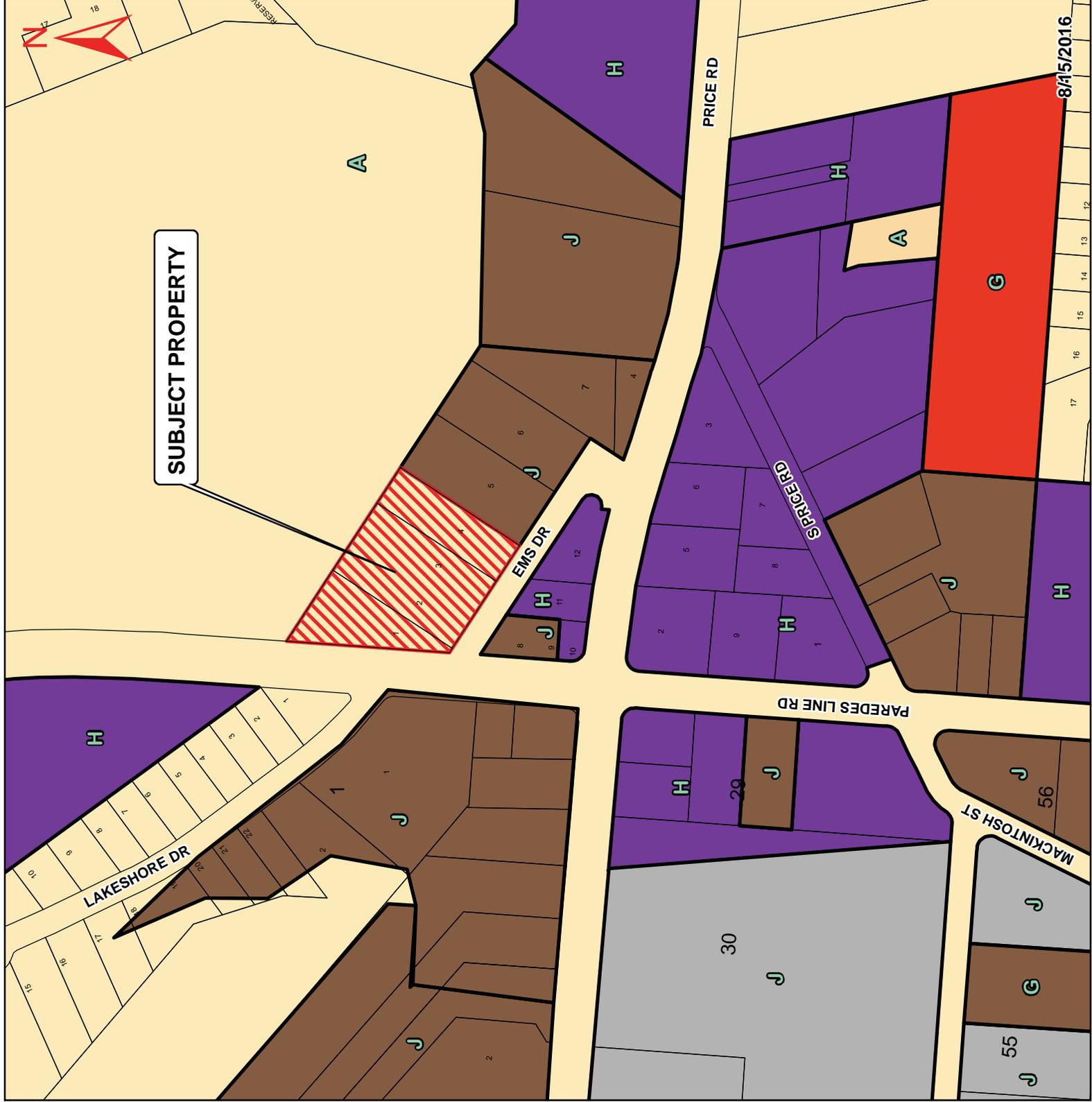
- Dwelling (D)
- Dwelling/Retail (DR)
- Apartment (A)
- Professional Office (1C)
- Light Retail (2C)
- Medium Retail (3C)
- General Retail (4C)
- Light Commercial (5C)
- Medium Commercial (6C)
- Light Industrial (7C)
- Medium Industrial (8C)
- Heavy Industrial (9C)

Rezoning Request :

Case # 235-2016-076
Davila Family Liv
Trust Davila Ernesto

Current Zoning:
Dwelling (D) "A"

Proposed Zoning:
General Retail (4C) "G"

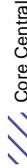
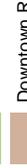
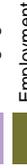
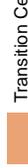




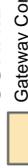
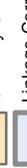
City of Brownsville

FUTURE LAND USE PLAN

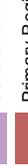
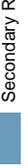
DISTRICTS NAME

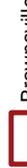
-  Core Central
-  Core East
-  Core West
-  Downtown Enterprise
-  Downtown Riverside
-  Emerging City Central
-  Emerging City East
-  Emerging City West
-  Employment Hub
-  Future Employment Hub
-  Reserve Future City
-  Transition Central
-  Transition East
-  Transition West
-  Water Management

CORRIDORS

-  Gateway Corridor
-  Linkage Corridor
-  Loop Corridor
-  Town Corridor

NODES NAME

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

-  Brownsville's City Limits
-  Brownsville's ETJ Boundary

**Zoning Case No.
235-2016-076**





Staff Report

A. Application Information

Applicant/Property Owner:	Davila Family Liv Trust Davila Ernesto
Property ID:	04-9200-0010-0010-00/04-9200-0010-0020-00/04-9200-0010-0040-00
Case Number:	235-2016-076
Application Type:	Rezoning
Proposed Use:	Mixed use plaza
Current Zoning District:	Dwelling "A" (DA)
Proposed Zoning District:	Light Industrial "A" (7CA)
Date Application Submitted:	August 8, 2016
Planning & Zoning Commission Meeting Date:	September 8, 2016
City Commission Meeting Dates:	September 20, 2016 & October 4, 2016
City Commission District:	2
Overlay in area:	N/A

B. Application Type/Background

The applicant is requesting to rezone his property from "Dwelling A" to "Light Industrial A".

C. Subject Property

The subject properties are located on Lots 1, 2, 3, 4 Block 1 of Los Ebanos Properties Subdivision. These properties are fronting EMS Lane, a local roadway. Single family homes and apartments are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by Brownsville Public Utilities Board (PUB).

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

- North of the subject property is Resaca de la Palma trail.
- East of the subject property is a warehouse.
- South of the subject property is a therapy center, drive thru convenient store and a restaurant.
- West of the subject property is a plaza.

Figure 1: Existing Zoning Map

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

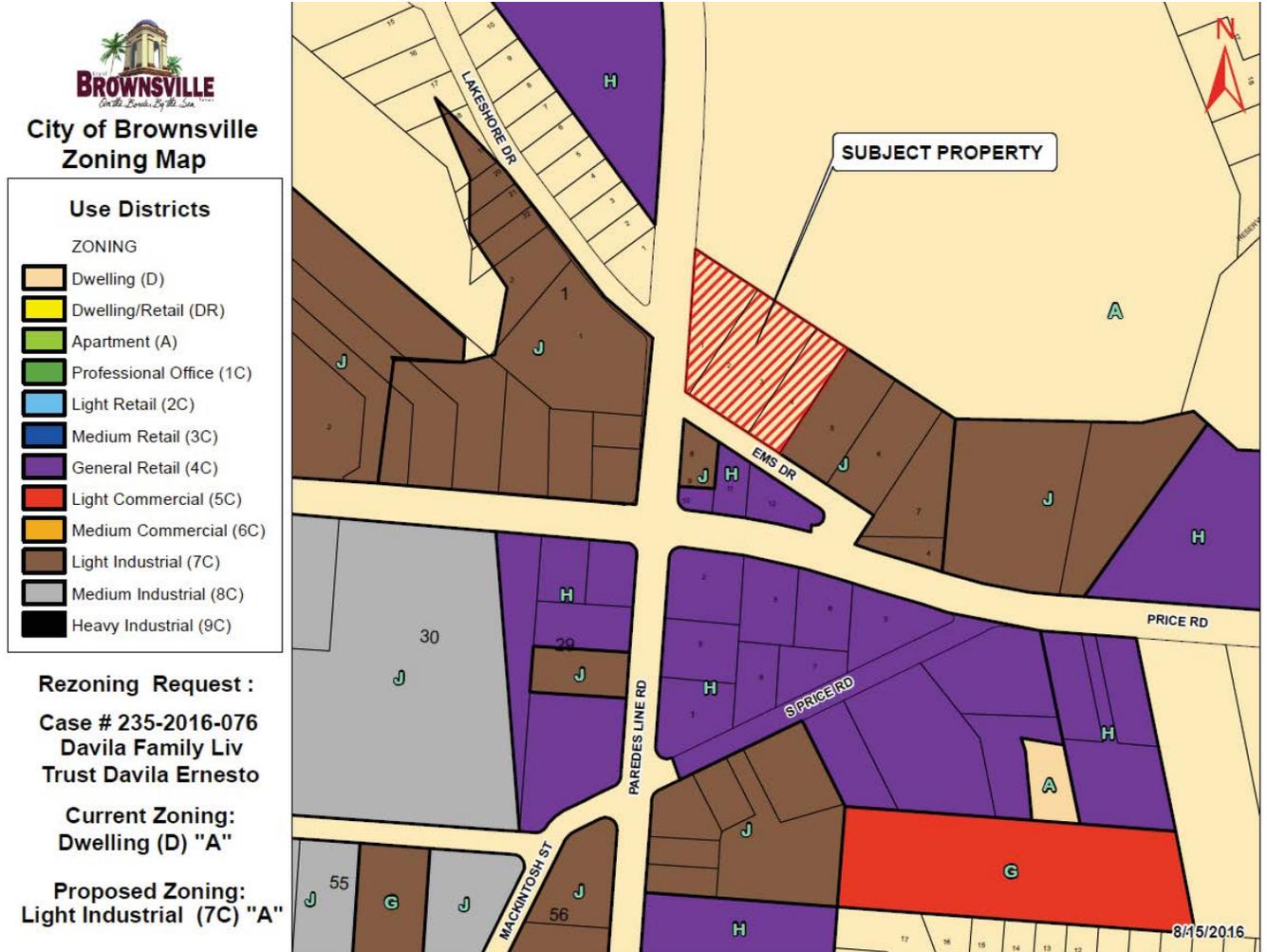


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property. The existing land uses of the surrounding properties to the north is Resaca de la Palma trail. South of the subject property is a therapy center, a drive thru convenient store and a restaurant. East of the property is a warehouse. West of the subject property is a plaza.

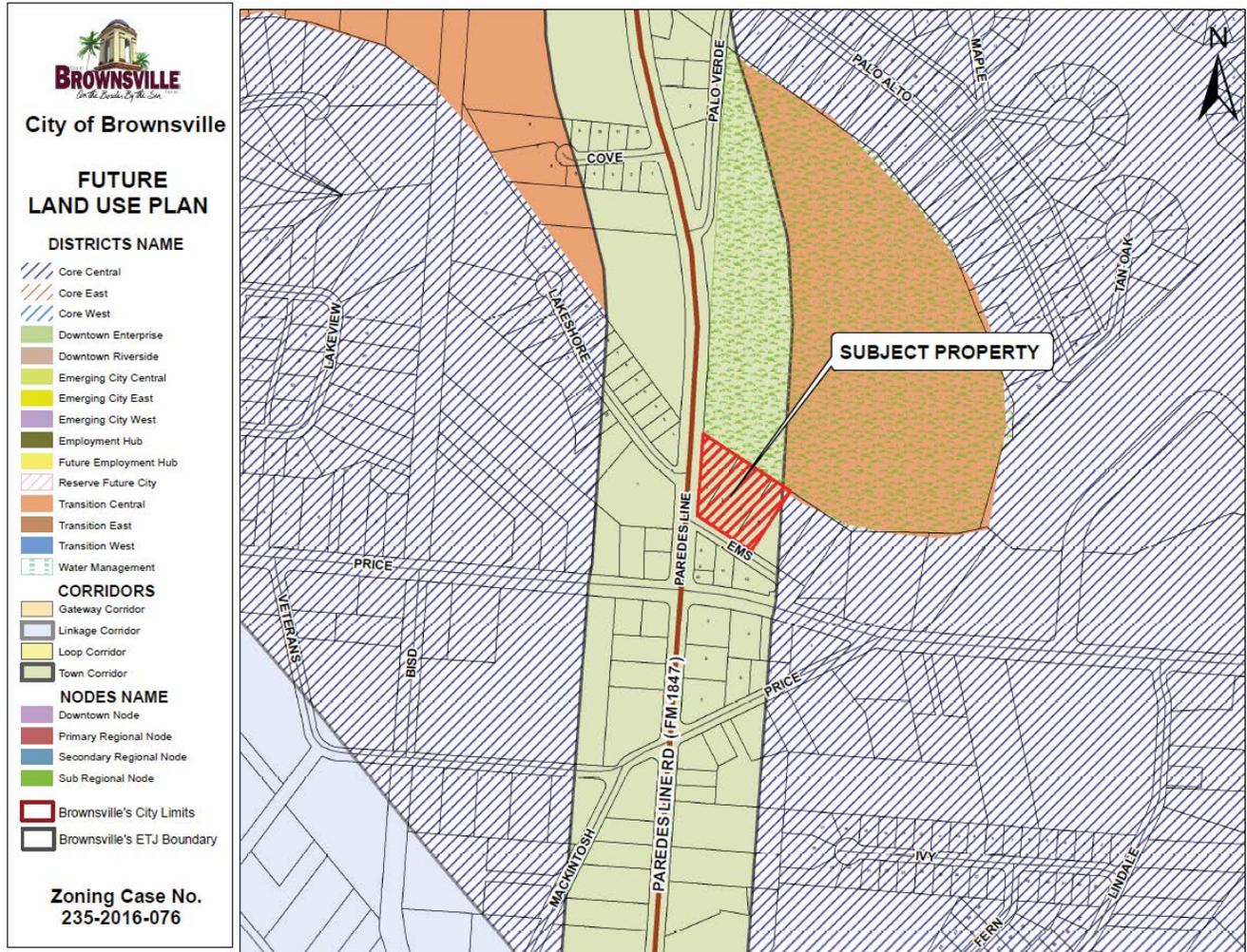


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Town Corridor”. According to this plan, the Town Corridors are primarily residential, with small clusters of commercial land uses at regularly spaced intervals, mostly found at intersections of Sub-Regional roadways with City streets. Commercial uses should be neighborhood office and retail, ideally independently owned businesses and shops that serve the local residents. Town Corridors are also highly suitable areas for adult and child daycare facilities, schools, and education and recreation centers. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Town Corridor)

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



E. Review Criteria

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

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

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

The area surrounding the subject property is developed primarily of a plaza, therapy center, and restaurants. It is the opinion of staff that the proposed zoning would generally be compatible.

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

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

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

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

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to rezone from “Dwelling A” to “General Retail A”.



Submit

AGENDA REQUEST FORM

Item Number: **4j**

COMMISSION MEETING DATE: 10/4/16

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 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 235-2016-078: To rezone from Professional Office "G" (1CG) to Dwelling "G" (DG) for Lot 9 of Block 1 of Acacia Lake Subdivision located at 524 Billy Mitchell Blvd., Brownsville, Texas 78521.

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 September 8, 2016 the Planning and Zoning Commission voted unanimously to recommend approval.
Commissioner Jose de la Garza.

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2016-078

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

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

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Professional Office “G” (1CG) to Dwelling “G” (DG) for Lot 9 of Block 1 of Acacia Lake Subdivision located at 524 Billy Mitchell Blvd., Brownsville, Texas 78521.;the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

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

INTRODUCED at a public hearing on **September 20, 2016**. Passed at First Reading on **September 20, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **October 4, 2016**.

(SEAL)

BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Michael L. Lopez
City Secretary



Zoning Application

Multi-Family/Office/Commercial/Retail/Industrial

- 0-1 Acres\$500.00
- 1.-5. Acres\$750.00
- 5.-10. Acres ...\$1,000.00
- 10. and Up\$1,500.00

- Planning and Zoning Commission
- City Commission

Single Family

- 0-1 Acres\$250.00
- 1.-10. Acres\$500.00
- 10. and Up\$1,000.00

Tentative Date: 8/8/16
 Tentative Date: _____

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

Geographic ID #: _____

Project Address: _____

Subdivision: Acacia Lake Subdi

Lot(s)/Block: Lot 9, Block 1, Reserve Area

Current Area Classification: _____ Proposed Area Classification: _____ Gross Acreage: _____

Current Zoning: Sixth Commercial Proposed Zoning: _____

Proposed Used: Dwelling Overlay Districts: _____

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

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

Owner Information

Name: Abraham Hernandez
 Address: 2985 Bertha St.
 City: Brownsville, Tx.
 State: Tx. Zip Code: 78521
 Telephone: (956) 561-3608
 Fax: _____
 Email: abrahamh73@yahoo.com
 Signature: [Signature]

Representative/Agent Information

Name: Gonzalez Eng. & Surveying
 Address: 153 E. Price Rd.
 City: Brownsville
 State: Tx. Zip Code: 78521
 Telephone: (956) 546-5515
 Fax: (956) 546-2804
 Email: edmundo@gonzalezengineers.com
 Signature: [Signature]

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

Office Use Only

Date Submitted: August 8, 2016 Code: 2N30 Application Fee: \$500.00
 Accepted By: Frika Espinoza Case Number 235- 2016-078



City of Brownsville Zoning Map

Use Districts

ZONING

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

Rezoning Request :

Case # 235-2016-078

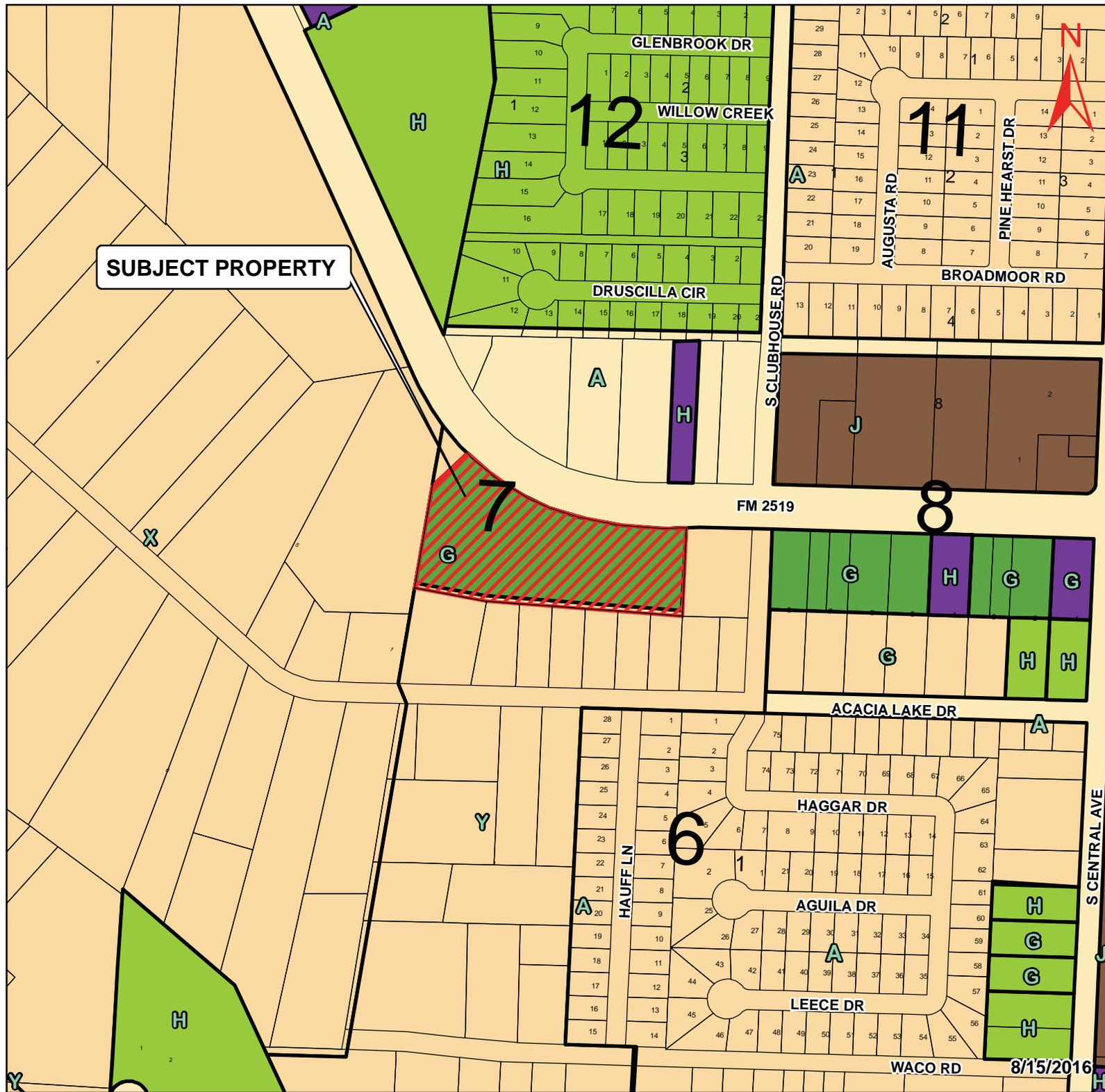
Abraham Hernandez

Current Zoning:

Professional Office (1C) "G"

Proposed Zoning:

Dwelling (D) "G"





City of Brownsville

FUTURE LAND USE PLAN

DISTRICTS NAME

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

CORRIDORS

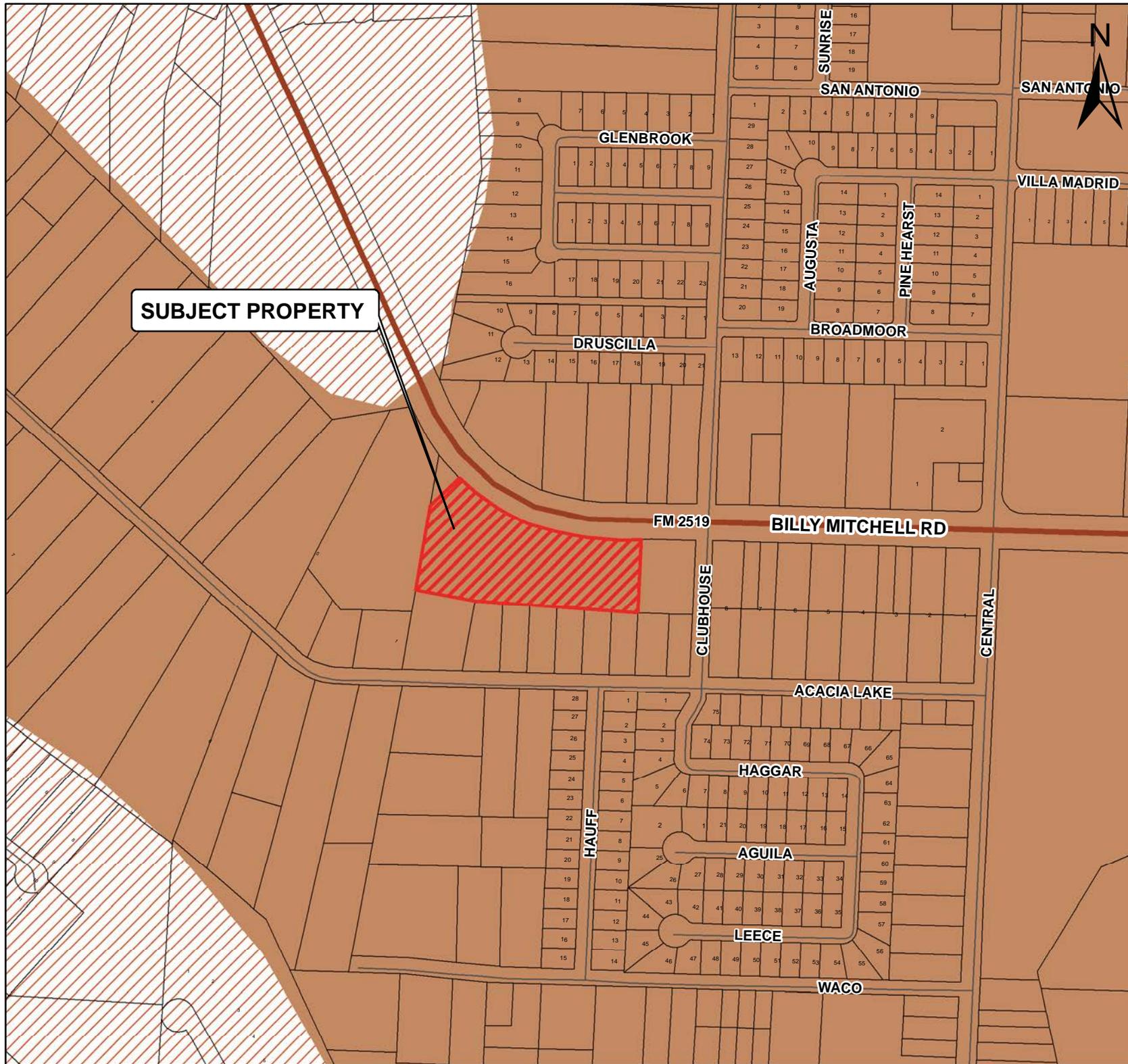
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

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

- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.
235-2016-078





Staff Report

A. Application Information

Applicant/Property Owner:	Abraham Hernandez
Property ID:	02-7942-0010-0090-00
Case Number:	235-2016-078
Application Type:	Rezoning
Proposed Use:	
Current Zoning District:	Professional Office “G” (ICG)
Proposed Zoning District:	Dwelling “G”(DG)
Date Application Submitted:	August 8, 2016
Planning & Zoning Commission Meeting Date:	September 8, 2016
City Commission Meeting Dates:	September 20, 2016 & October 4, 2016
City Commission District:	1
Overlay in area:	N/A

B. Application Type/Background

The applicant is requesting to rezone his property from “Professional Office G” to “Dwelling G”.

C. Subject Property

The subject property is located on Lot 9 Block 1 of Reserved area Acacia Lake Subdivision. This property is fronting Billy Mitchell Blvd, a primary arterial. Single family homes are the predominant existing land uses within the subject property’s immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by Brownsville Public Utilities Board (PUB).

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

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

Figure 1: Existing Zoning Map

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

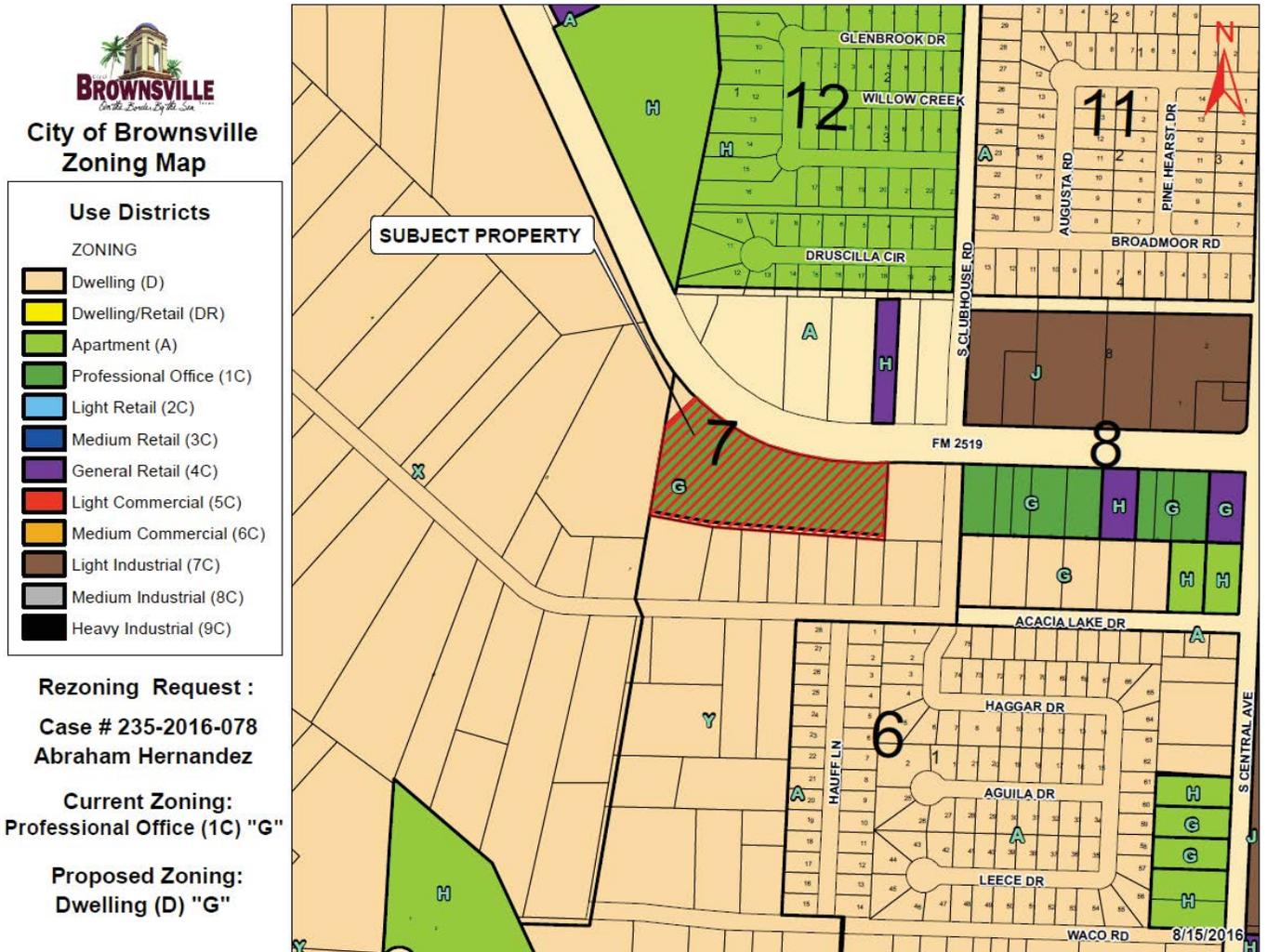
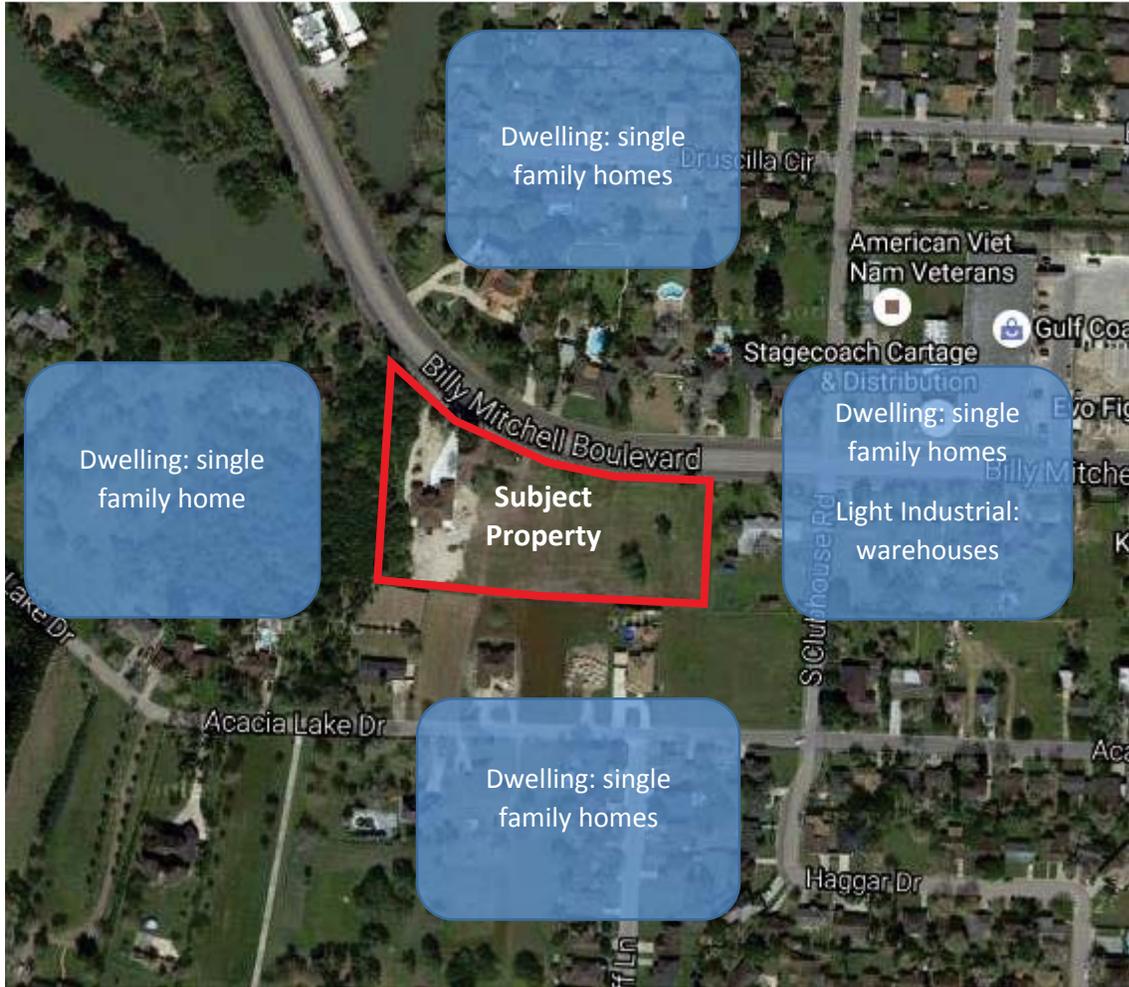


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property. The existing land uses of the surrounding properties to the north, south, and west are single family homes. East of the subject property are single family homes and warehouses.

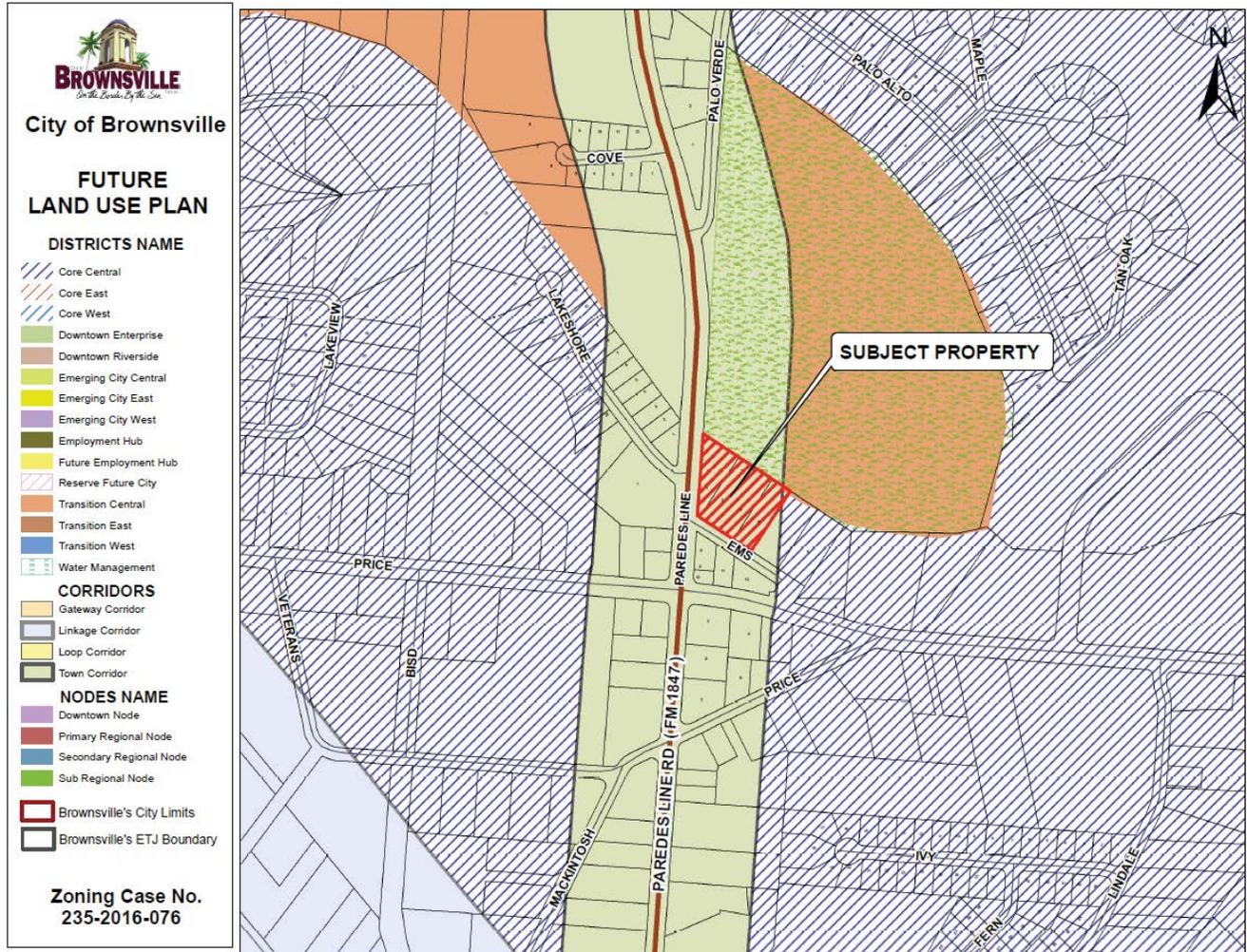


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Town Corridor”. According to this plan, the Town Corridors are primarily residential, with small clusters of commercial land uses at regularly spaced intervals, mostly found at intersections of Sub-Regional roadways with City streets. Commercial uses should be neighborhood office and retail, ideally independently owned businesses and shops that serve the local residents. Town Corridors are also highly suitable areas for adult and child daycare facilities, schools, and education and recreation centers. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Town Corridor)

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



E. Review Criteria

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

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

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

The area surrounding the subject property is developed primarily of single family homes. It is the opinion of staff that the proposed zoning would generally be compatible.

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

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

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

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

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support the request to rezone from “Professional Office G” to “Dwelling G”.



Submit

AGENDA REQUEST FORM

Item Number: **5.**

COMMISSION MEETING DATE: 10/4/16

City Secretary's
DEPT: Department

CONTACT Michael L. Lopez

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 type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--	---	---	---	---

Brief Description of Agenda Item:

Consideration and ACTION to appoint a Commissioner to the Brownsville Beautification Committee.

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: _____



Ordinance Number: 2001-1234-A	Board Name: Beautification Committee	Meeting Date: First Wednesday of each month
Composition: 11 MEMBERS	Term of Office: Members shall serve a two (2) year term / No voting member may be appointed to more than two (2) consecutive terms full or partial	

Present Board Members	Residing District	Term	Appointed	Expires	Eligible for Re-Appt (Y/N)	Willing to Serve (Y/N)	Staff Recommendation (Y/N)	Serving on Other City Boards
Commissioner John Villarreal	4	Term of Office						
Renee Sanchez – Chair	3	2 nd yr-2 yr term	09/13/2016	09/13/2018				
Joe Lee Rubio	4	2 nd yr-2 yr term	03/17/2015	03/17/2017				
Rose Timmer	3	2 nd yr-2 yr term	03/17/2015	03/17/2017				
Mimosa Flores	2	1 st yr 2 yr term	09/15/2015	09/15/2017				
Laura Dominguez	3	1 st yr 2 yr term	09/13/2016	09/13/2018				
Monica Dieterman	3	1 st yr 2 yr term	04/07/2015	04/07/2017				
Amy Frazier	3	1 st yr 2 yr term	09/13/2016	09/13/2018				
Jimmy Paz	1	1 st yr 2 yr term	04/07/2015	04/07/2017				
Carol De Moss	4	1 st yr 2 yr term	09/15/2015	09/15/2017				
Gonzalo Pena III	4	1 st yr 2 yr term	09/13/2016	09/13/2018				

APPLICATIONS ON FILE - PROSPECTIVE BOARD MEMBERS - CANNOT SERVE ON MORE THAN 2 BOARDS

Applicants	Residing District	Serving on Other City Boards	Eligible for Re-Appt (Y/N)	Staff Recommendation (Y/N)	Areas of Interest



Submit

AGENDA REQUEST FORM

Item Number: 6.

COMMISSION MEETING DATE: 10/04/16

Brownsville Metro
 DEPT: Department CONTACT Norma H. Zamora

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 type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:
 Consideration and ACTION to re-appoint two (2) members and appoint three (3) new members to the Brownsville Metro Transit Advisory Committee.

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)

Re-appoint- Julian O. Lopez, Sylvia Berry
 New appointment - Teresa Saldivar, Sandra Gomez, Crystal Contreras

City Manager Approval

_____ **Date:** _____



TO: Charlie Cabler, City Manager

From: Norma H. Zamora, Director

Date: September 26, 2016

Re: AGENDA ITEM: Consideration and **ACTION** to re-appoint two (2) and appoint three (3) members to the Brownsville Metro Transit Advisory Committee.

Brownsville Metro is requesting to place the above referenced item on the City Commission Agenda for Tuesday, October 04, 2016.

Please be advised that Julian O. Lopez and Sylvia Berry have expressed interest to continue serving on the Brownsville Metro Transit Advisory Committee (TAC committee) therefore staff is requesting that the City Commission re-appoint two (2) members to the Brownsville Metro TAC committee. We would also like to inform the City Commission that we have received three additional applications from Teresa Saldivar, Sandra Gomez and Crystal Contreras who wish to serve on the Brownsville Metro TAC committee.

The Mission and Purpose of this committee is:

“To provide advice and guidance to the Brownsville City Commission through staff on the development, implementation and operation of the Paratransit and Fixed Route Services consistent with all State and Federal Rules and Regulations.”

1. Monitor the performance of Brownsville Urban System quality statistical reports.
2. Monitor users through a statistical report of service productions for Paratransit and Fixed Route operations in order to determine deterioration due to use or abuse.



3. Review requested and proposed service, policy and procedure changes to assure that user and institutional needs have been addressed.
4. Review individual complaints, incidents and/or suggestions as needed to determine applicability to policies and procedures.
5. Provide support to staff on enforcing policies, procedures and practices.
6. Provide advocacy support in community program benefits.
7. Provide input to staff on ideas, to improve system performance, responsiveness, and productivity.
8. Review the acquisition/development of major facilities or equipment to assure it addresses the needs of the entire community.

Should you have any questions or concerns on this matter please do not hesitate to give me a call at 541-4881.



TRANSIT ADVISORY COMMITTEE – BROWNSVILLE METRO

AUTHORITY FOR CREATION AND OPERATION:

The Transit Advisory Committee was created in 1991 as amended by the By Laws accepted January 10, 2003, and was amended by Resolution Number 2006-039 on June 06, 2006.

COMPOSITION: (No less than seven (7) no more than (9) members.)

The Committee shall consist of:

- Citizens with disabilities.
- Senior Citizens.
- Consumers.
- Public agencies.
- General community.

METHOD OF APPOINTMENT:

The Brownsville City Commission appoints the Transit Advisory Committee.

TERMS OF OFFICE:

Two (2) years terms. If a member leaves the committee before his/her two-year term has expired, the replacement appointed in his/her place will serve the remainder of the original member's term plus a two-year term of his/her own. Members can be appointed at the convenience of the City Commission.

GENERAL POWERS AND DUTIES:

The purpose of the committee shall be to:

- a) Monitor the performance of Brownsville Urban System Quality statistical reports.
- b) Monitor users through a statistical report of service production for Paratransit and Fixed Route Service consistent with all State and Federal Rules and Regulations.
- c) Review requested and proposed service, policy and procedure changes to assure that user and institutional needs have been addressed.
- d) Review individual complaints, incidents and/or suggestions as needed to determine applicability to policies and procedures.
- e) Provide support to staff on enforcing policies, procedures, and practices.
- f) Provide advocacy support in community program benefits.
- g) Provide input to staff on ideas to improve system performance, responsiveness, and productivity.
- h) Review the acquisition/development of major facilities or equipment to assure it addresses the needs of the entire community.

MEETING TIME AND PLACE:

The Transit Advisory Committee shall meet the **third Wednesday** of each month at 5:30 p.m. in the conference room on the 2nd floor of the Brownsville Metro located at 755 International Blvd., Brownsville, Cameron County, Texas 78520. Written notice of the time, place and purpose of the meeting shall be mailed, emailed, or faxed by the staff, to members so as to be received at least two calendar days prior to the meeting by the staff.

A quorum consists of five (4) voting members.

PRESENT MEMBERS & RESIDING DISTRICT:	TERM	APPOINTED DATE	TERM EXPIRES:	APPOINTED BY:
Viola Currier	5 th 2yr. term	10/15/14	10/15/16	Comm. Vasquez (A)
Joe Wallace Garcia	1 st 2yr. term	09/15/15	09/14/17	Comm. Gowen (B)
Julian Lopez	5 th 2yr. term	10/15/14	10/15/16	Comm. Vasquez (A)
Jacob J. Gutierrez	1 st 2yr. term	02/15/15	02/15/18	Comm. Longoria (1)
Sylvia Berry	5 th 2yr term	10/07/14	10/07/16	Comm. Longoria (1)

EX-OFFICIO-NON-VOTING MEMBERS

Norma H. Zamora, B Metro Director
 Robert J. Garza, Assistant Director

CHAIRPERSON:

Julian O. Lopez , 1632 Tulane Ave., Brownsville, Tx 78521 ph:956-546-8398
 email: n/a

CITY STAFF CONTACT:

Norma H. Zamora, B Metro Director
 Office No. 541-4881 /Fax No. 544-7603
 Email: normaz@cob.us

Note: Jacob Gutierrez replaced -Francisco Flores resigned Oct. 14, 2014
 Daniel Lenz resigned Jan. 28, 2015
 Roman Perez term expired Jan 2015
 Teresa Saldivar term expired Oct 2016 – resigned May 2016



Submit

AGENDA REQUEST FORM

Item Number: 7.

COMMISSION MEETING DATE: 10/4/16

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 checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	<input checked="" type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2016-077-CO: To rezone from Dwelling "A" (DA) to Apartment "A" (AA-CO) for 6.38 acres for Lots 7, 8, & 9 of Block U of Brownsville Land & Improvement Company Subdivision located at 454 Los Ebanos & 504 Los Ebanos, Brownsville, Texas 78521.

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 September 8, 2016 the Planning and Zoning Commission voted unanimously to recommend approval.
Commissioner Jose de la Garza.

[Tabled on September 20, 2016 at City Commission]

(Protested Ordinance No. 235-2016-077)

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2016-077-CO

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

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

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so as to rezone from Dwelling “A” to Apartment “A” with a Conditional Overlay (AA-CO) for an area described as:

Being a 6.38 Acre Tract of land, more or less, out of Lots 7, 8, and 9 of Block U of Brownsville Land and Improvement Company Subdivision in the City of Brownsville, Cameron County, Texas.

Section 2. The property described above and within the boundaries of the conditional overlay established by the ordinance is subject to the following conditions:

A. Apartment buildings must be 1 story units.

Part 3. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **October 4, 2016**. Passed at First Reading on **October 4, 2016**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **October 18, 2016**.
(SEAL)

BY: _____
Antonio Martinez,
Mayor

ATTEST: _____
Michael Lopez, City Secretary



City of Brownsville
 Planning & Community
 Development Department

ZONING APPLICATION



1150 E. Adams St. 3rd FL
 Brownsville, TX. 78521

Use Application

Area Application

Planning and Zoning Commission

Tentative Date: _____

City Commission

Tentative Date: _____

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

Property Tax ID #: 01-9330-0210-0072-00, 01-9330-1010-0080-00

Project Address: 454 LOS EBANOS, 504 LOS EBANOS

Subdivision: BROWNSVILLE LAND & IMP CO SUBD

Lot(s)/Block: BLK U, LOTS 7,8,9 ; LOT 8 BLK AA + LOT 7 BLK AA

Current Area Classification: A Proposed Area Classification: A Gross Acreage: 5.916.38

Current Zoning: DWELLING Proposed Zoning: APARTMENT

Proposed Used: MULTIFAMILY Overlay Districts: _____

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

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

Owner Information

Name: RODRIGUEZ JOSE LUIS & HILDA GUERRA

Address: 454 E. LOS EBANOS BLVD.

City: BROWNSVILLE

State: TEXAS Zip Code: 78520-8410

Telephone: _____

Fax: _____

Email: _____

Signature: [Signature]

Special Note: INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.
 Contact a Planning & Community Development staff if you have any questions.

Representative/Agent Information

Name: Eliseo Davila

Address: 21665 Old Spanish Trail

City: Brownsville

State: TX Zip Code: 78520

Telephone: (361) 455 3676

Fax: _____

Email: eliseo777@gmail.com

Signature: [Signature]

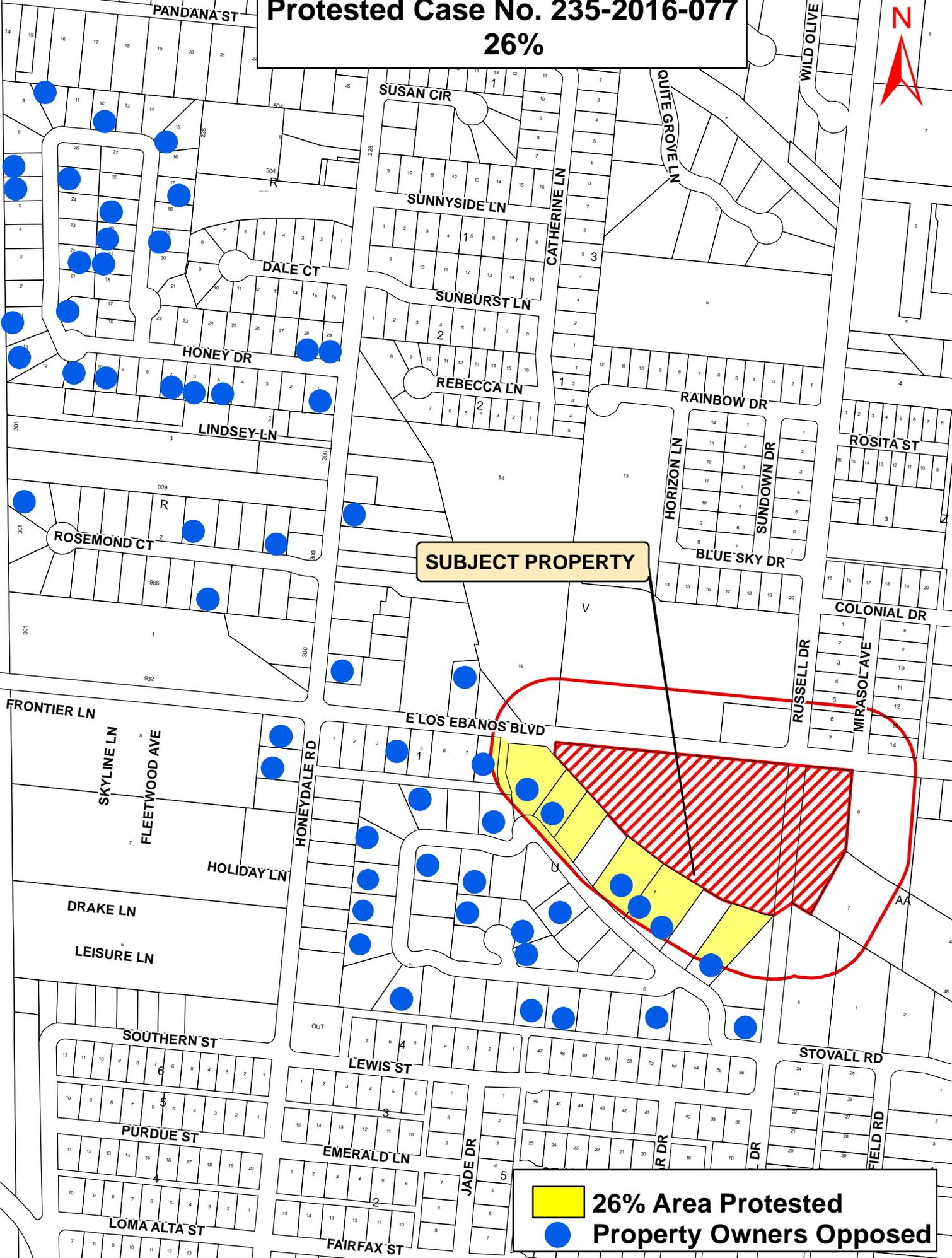
Office Use Only

Date Submitted: August 8, 2016 Application Fee: \$1,000.00 Electoral District: _____

Accepted by: Enka Espinoza Case Number: 235- 2016 - 077

Protested Case No. 235-2016-077

26%



SUBJECT PROPERTY

 **26% Area Protested**
 **Property Owners Opposed**



City of Brownsville Zoning Map

Use Districts

ZONING

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

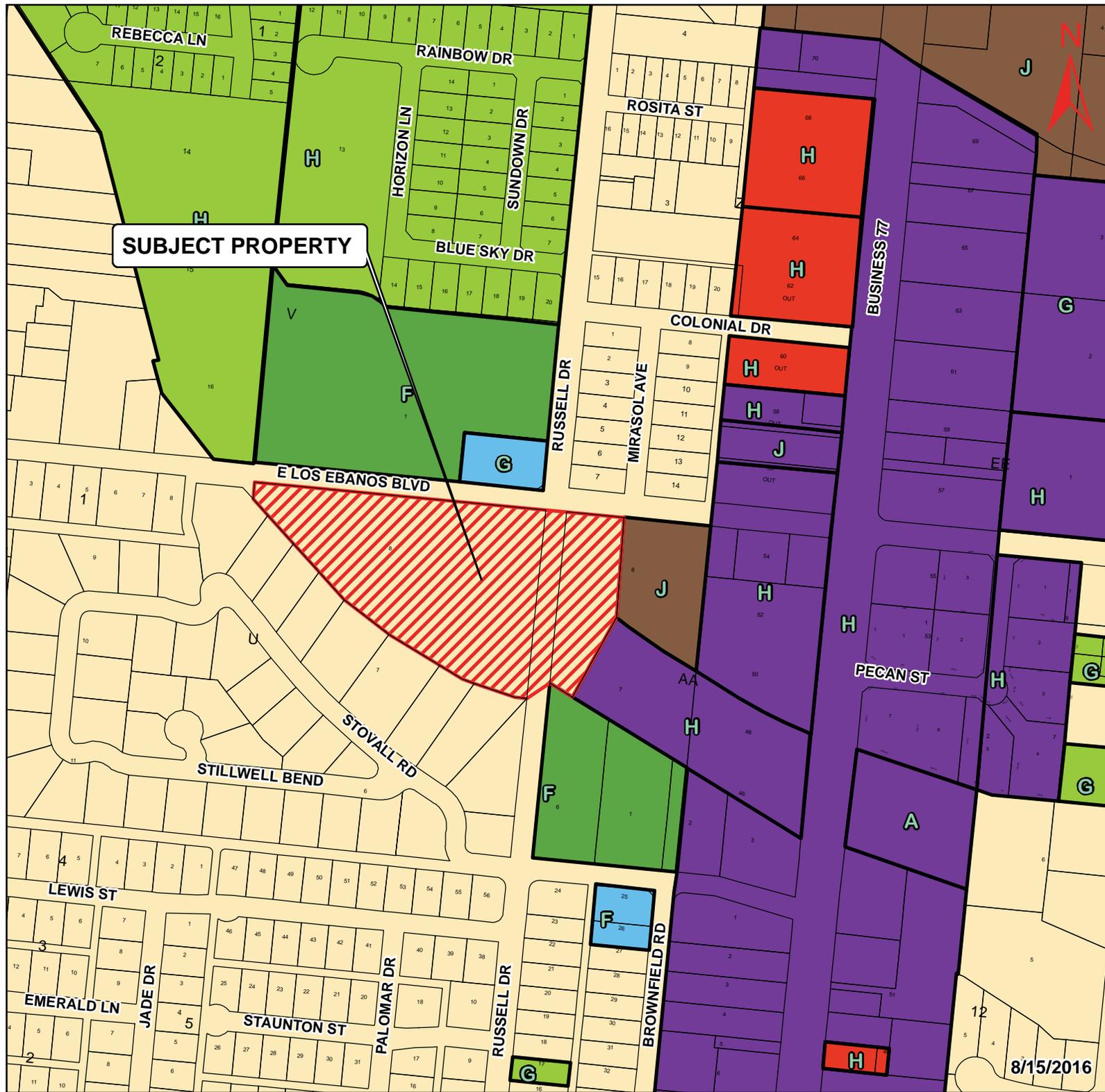
Rezoning Request :

Case # 235-2016-077

Jose Luis Rodriguez

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

**Proposed Zoning:
Apartment (A) "A"**





City of Brownsville

FUTURE LAND USE PLAN

DISTRICTS NAME

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

CORRIDORS

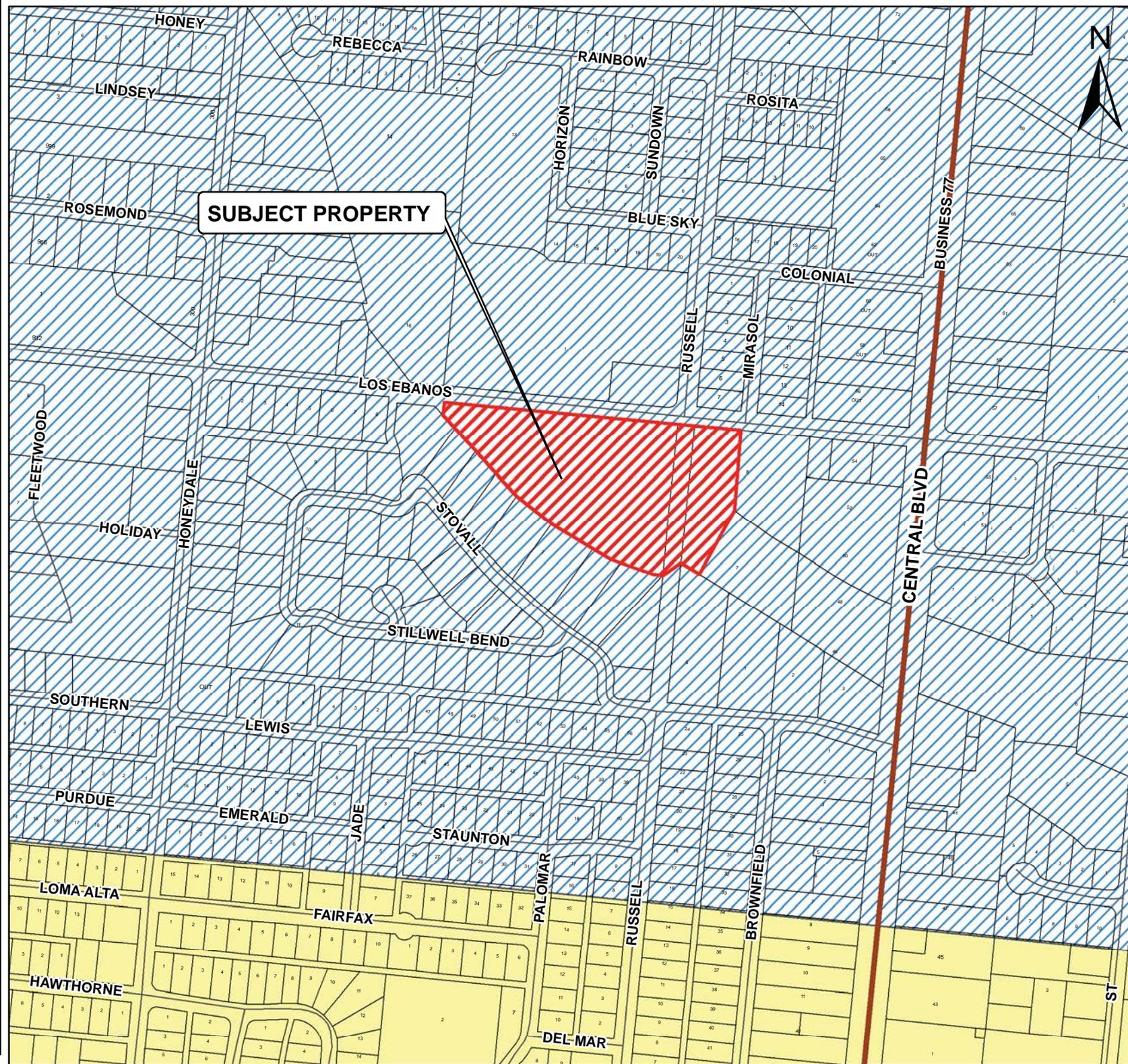
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

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

- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.
235-2016-077





Staff Report

A. Application Information

Applicant/Property Owner:	Jose Luis Rodriguez
Property ID:	01-9330-0210-0072-00 / 01-9330-1010-0080-00
Case Number:	235-2016-077
Application Type:	Rezoning
Proposed Use:	multifamily
Current Zoning District:	Dwelling "A" (DA)
Proposed Zoning District:	Apartment "A" (AA)
Date Application Submitted:	August 8, 2016
Planning & Zoning Commission Meeting Date:	September 8, 2016
City Commission Meeting Dates:	September 20, 2016 & October 4, 2016
City Commission District:	4
Overlay in area:	N/A

B. Application Type/Background

The applicant is requesting to rezone his property from "Dwelling A" to "Apartment A".

C. Subject Property

The subject property is located on Lots 7,8,9 Block U and Lot 8 Block AA of Brownsville Land and Imp. Co. Subdivision. This property is fronting E. Los Ebanos, a collector roadway. Single family homes, businesses, and plazas are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by Brownsville Public Utilities Board (PUB).

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

- North of the subject property is a medical plaza and single family homes.
- East of the subject property is an adult day care and a car wash.
- South of the subject property are single family homes.
- West of the subject property are single family homes.

Figure 1: Existing Zoning Map

The following map illustrates existing zoning of the subject property and zoning of properties within the immediate area. The properties to the north across Los Ebanos Blvd are zoned “Professional Office”. Properties to the south and west of the subject property are zoned “Dwelling”. Properties to the east are zoned “Light Industrial” and “General Retail”.

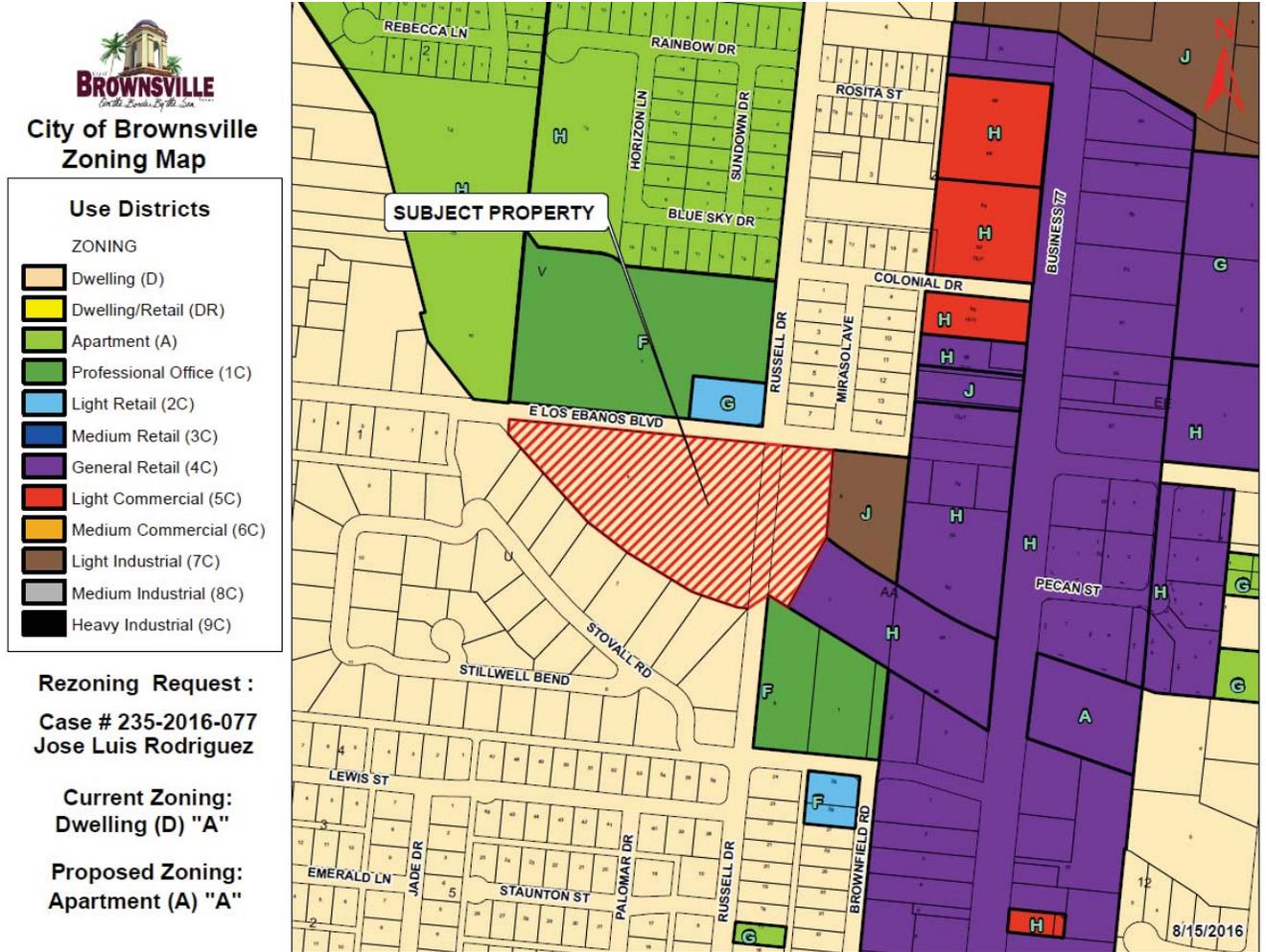
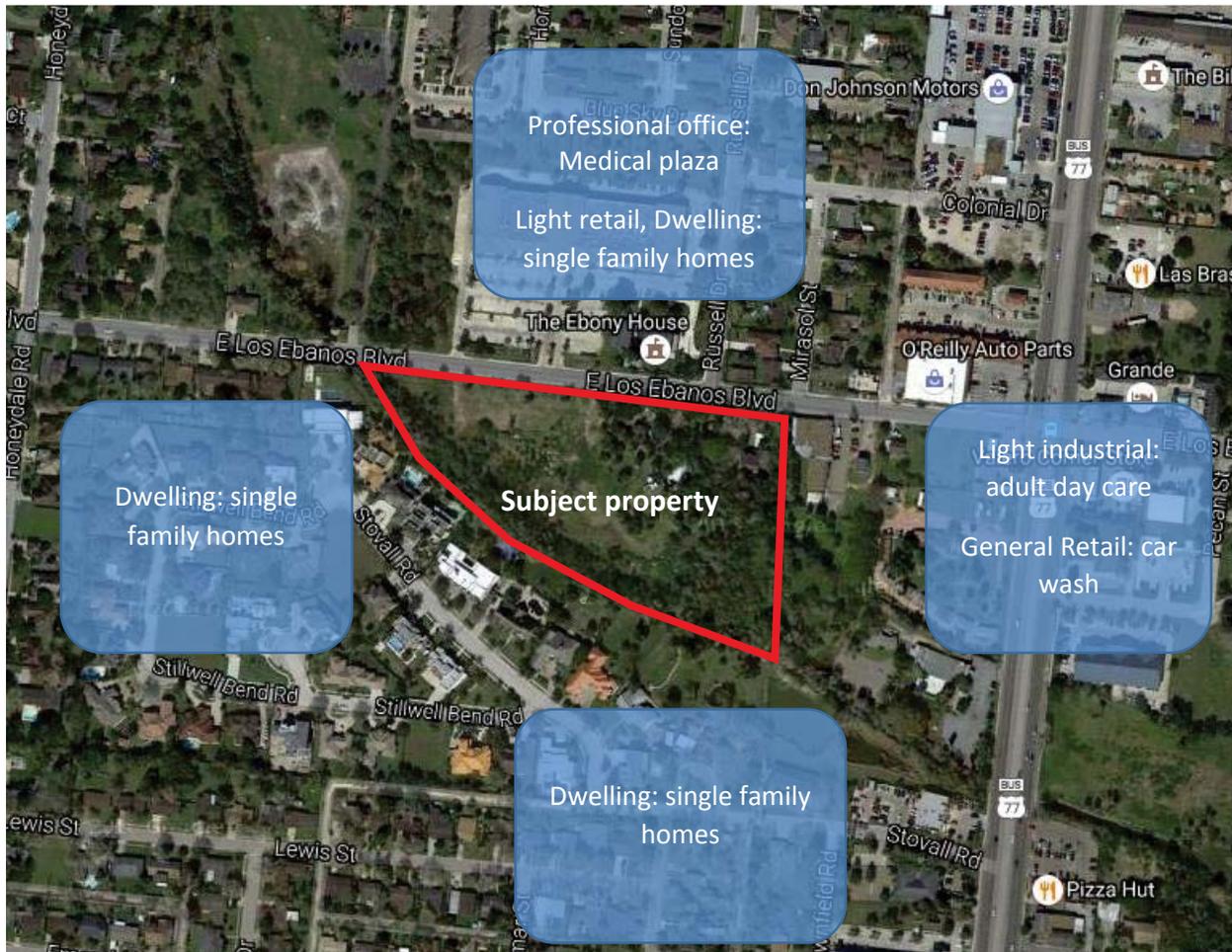


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property. The existing land uses of the surrounding properties to the north are warehouses and apartments. South of the of the subject property are single family homes. East of the property are single family homes and a middle school. West of the subject property are single family homes and warehouses.

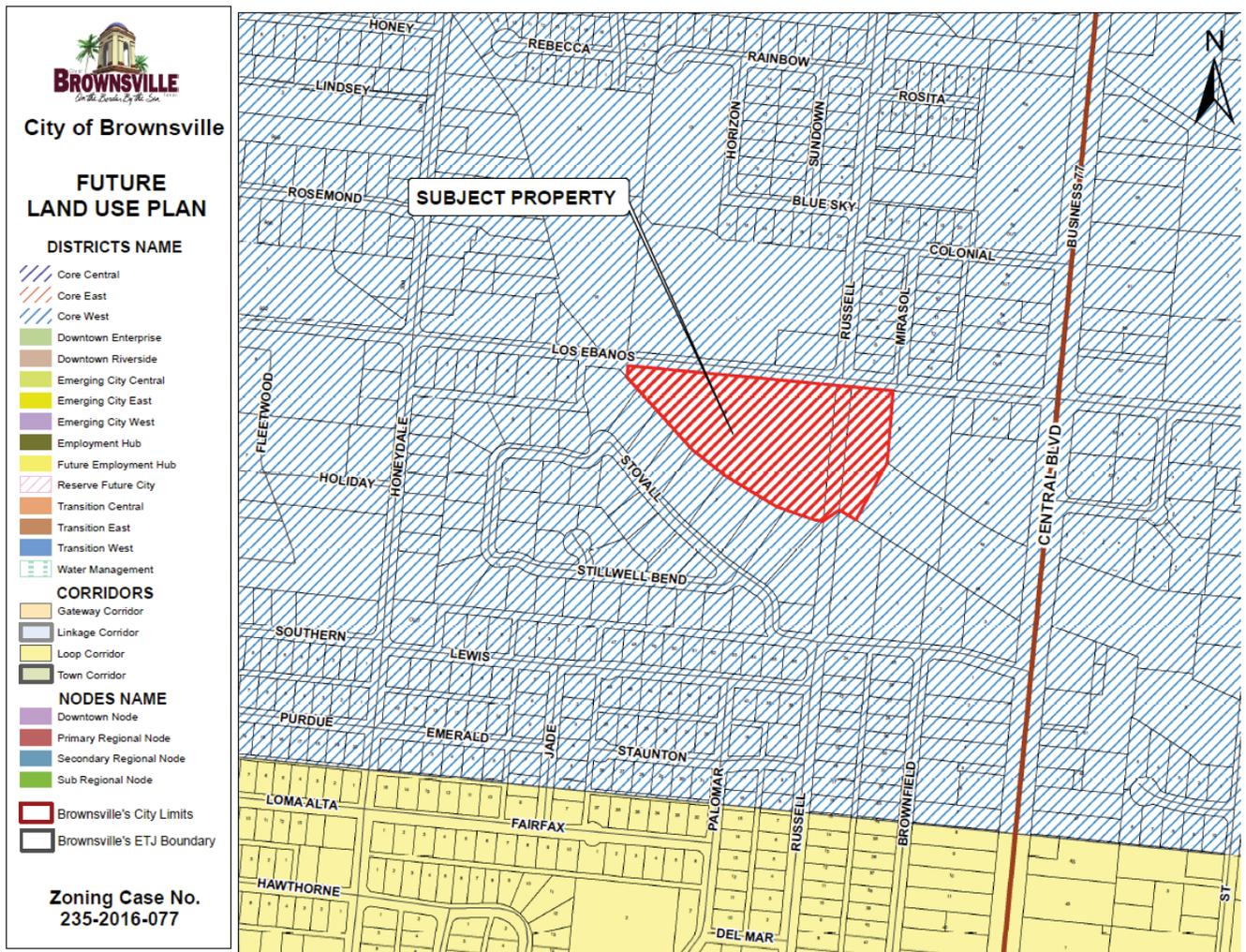


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Core West District”. According to this plan, the Core West District’s land use is predominately residential, with substantial allotments of community facilities and institutional uses. Only small portions of commercial and institutional uses are permitted, and these uses should be neighborhood and service oriented. Residential uses should have an average density of 3 dwelling units per acre and should consist of mostly single family homes. There is a large amount of flexibility permitted for residential and institutional uses to ensure that these uses are able to become and remain prominent. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Core West District)

The following map illustrates the Future Land Use Map. The subject property is within the Core West District.



E. Review Criteria

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

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

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

The area surrounding the subject property is developed primarily of single family homes and businesses. It is the opinion of staff that the proposed zoning would generally be compatible.

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

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

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

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

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support the request to rezone from “Dwelling A” to “Apartment A”.



Submit

AGENDA REQUEST FORM

Item Number: **8.**

COMMISSION MEETING DATE: 9/20/2014

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: <u>20</u>	<input checked="" type="checkbox"/> Public Hearing <input 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:

Public Hearing and ACTION on Ordinance Number 2016-1217-D, amending Ordinance Number 2009-1217-C of April 21, 2009 by: (A) adopting the maximum allowable and actual water and wastewater impact fees; (B) providing for certain qualified exemptions; (C) providing for severability; and (D) providing for an effective date.

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: _____

ORDINANCE NUMBER 2016-1217-D

An Ordinance amending Ord. No. 2009-1217-C of April 21, 2009 by: (A) adopting the maximum allowable and actual water and wastewater impact fees; (B) providing for certain qualified exemptions; (C) providing for severability; and (D) providing for an effective date.

WHEREAS, pursuant to Chapter 395 of the Texas Local Government Code, the City Commission of the City of Brownsville adopted the Maximum Allowable Water and Wastewater Impact Fees by passage of Ordinance No. 2009-1217-C on April, 21, 2009; and

WHEREAS, Chapter 395 of the Texas Local Government Code establishes the requirements and processes for a municipality to follow when amending its existing Land Use Assumptions Plan, Capital Improvements Plan, and Impact Fees, including: the development of an amended Land Use Assumptions Plan that forecasts the current demand within the water and wastewater service area for a ten-year prospective planning period and evaluates the existing capacity of service area water and wastewater systems; the preparation of an amended Capital Improvements Plan that determines the infrastructure necessary to serve the projected demand; the calculation of amended maximum allowable water and wastewater impact fees based on the eligible projects within the amended Capital Improvements Plan; the implementation of certain qualified exemptions from paying impact fees in accordance with State law; and the establishment of a Capital Improvements Advisory Committee to monitor the development of and to recommend said amended Plans and Impact Fees to the City Commission; and

WHEREAS, the City's current Capital Improvements Advisory Committee has monitored the development of and has recommended the adoption of an amended Land Use Assumption Plan, Capital Improvements Plan, and amended maximum allowable Impact Fees based on these amended Plans and in accordance with Chapter 395 of the Texas Local Government Code; and

WHEREAS, on July 28th 2016, the City's present Capital Improvements Advisory Committee made written recommendations to the City Commission for potential updated revisions to the 2009 Land Use Assumptions Plan, 2009 Capital Improvements Plan, and Maximum Allowable Water and Wastewater Impact Fees, all as comprehensively summarized in the "2016 Report on Water and Wastewater Impact Fees" prepared by Arcadis for the City of Brownsville and Brownsville Public Utilities Board, submitted and presented to the City Commission on

September 20, 2016 and included herewith for reference as Exhibit "A"; and

WHEREAS, all procedural requirements for the passage of this Ordinance have been met; and

WHEREAS, the City Commission, in accordance with Chapter 395 of the Texas Local Government Code, formally ordered a Public Hearing for Sept 20, 2016 to discuss and review the proposed updates and revisions to the Land Use Assumptions Plan, Capital Improvements Plan, and Impact Fees; and

WHEREAS, pursuant to the cumulative input of the Capital Improvements Advisory Committee, the Brownsville Public Utilities Board and its consultants, the general public and subsequent deliberations of the City Commission,

BE IT ORDAINED BY THE CITY OF BROWNSVILLE:

- (1) The 2009 Maximum Allowable Water Impact Fee of \$1,389.00 per Equivalent Service Unit ("ESU") for Priority 1 and 2 water system projects and the 2009 Maximum Allowable Wastewater Impact Fee of \$2,097 per ESU which were applicable within the Brownsville Public Utility Board's Certificated Water and Wastewater Service Area pursuant to Ordinance No. 2009-1217-C of April 21, 2009, are hereby updated, revised and amended to provide for a Zonal Impact Fee Rate Structure where the maximum allowable are as follows:

Max.Allowable Impact Fee	Water	Wastewater
Area 1	\$362	\$556
Area 2&3	\$1,438	\$1,974

- (2) The actual 2009 Water and Wastewater Impact Fees within the Brownsville Public Utility Board's Certificated Water and Wastewater Service Area pursuant to Ordinance No. 2009-1217-C of April 21, 2009, are hereby updated, revised and amended to eliminate and are hereby adopted as follows:

Adopted Impact Fee	Water	Wastewater
Area 1	\$362	\$556
Area 2&3	\$1,036	\$1,564

- (3) Additionally, it is further hereby provided pursuant to the enabling language found in Texas Local Government Code Sections 395.016(9) and 395.022(a) (b) respectively, and as may be amended, that the City of Brownsville may reduce or waive an impact fee for any service unit that would qualify as affordable housing under 42 U.S.C. Section 12745, as amended, once the service unit is constructed. The City's Planning Department will administer this provision and direct the Brownsville Public Utilities Board in writing accordingly.

Further, other political subdivisions and governmental entities may choose to voluntarily pay impact fees to the Brownsville Public Utilities Board on behalf of the City of Brownsville, if the terms of any negotiated written contract call for such voluntary payment.

The Brownsville Independent School District is specifically not required to pay impact fees to the Brownsville Public Utilities Board on behalf of the City unless the District Board knowingly consents to the voluntary payment of said impact fees in a written contractual instrument for reasons deemed advisable by the District's Board of Trustees.

- (4) Any and all remaining portions of Ordinance No. 2009-1217-C which do not conflict with the contents of this October 4, 2016 amending Ordinance shall remain in full force and effect, otherwise any conflicting portions of the above referenced Ordinances are hereby repealed.
- (5) This Ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Brownsville, Texas and this Ordinance shall not operate to repeal or effect any of such other ordinances, except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance. In which event, such conflicting provisions, if any, in such other ordinance or ordinances are hereby repealed.
- (6) The 2009 Water and Wastewater Capital Improvements Plan for water and wastewater capital improvements and facility expansions within the Brownsville Public Utility Board's Certificated Water and Wastewater Service Area adopted in Exhibit "A" of Ordinance No. 2009-1217-C on April 21, 2009, is amended, revised, and updated, and

incorporated into Ordinance No. 2016-1217-D.

- (7) If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, unenforceable or invalid, such holding shall not affect the validity of the remaining portions of this Ordinance.

- (8) All of the regulations provided in this Ordinance are hereby declared to be governmental and for the health, safety and welfare of the general public.

Passed and Approved on this the _____ day of October, 2016.

Antonio "Tony" Martinez
Mayor

Attest:

Michael Lopez
City Secretary

Approved as to form and legality

Mark Sossi
City Attorney

"Approved as to Form and Legality
This 13 day of SEPT 2016
T. SAMPECK
Title ASST CITY ATTY
Office of the Brownsville City Attorney"

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.



Submit

AGENDA REQUEST FORM

Item Number: **10.**

COMMISSION MEETING DATE: 10/4/16

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 type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
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Brief Description of Agenda Item:

Consideration and ACTION to award the contract to Facilities USA, LLP for the Market Square Building-Bell Tower & Dome rehabilitation. (Constanza Miner - Planning Director of Operations)

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:** _____



09/12/16

Mr. Robert Luna, Director
Purchasing Department
City of Brownsville
1001 E. Elizabeth St.
Brownsville TX 78520

Re: Market Square Building Bell Tower & Dome
Rehabilitation Project
Project # MSR-43-0916

Dear Mr. Luna:

This letter serves as recommendation letter from the Planning Department to the Purchasing Department to award the contract for construction of the above referenced project to the only responsive and responsible bidder – Facilities USA, LLP. This recommendation is based on the review of the bid forms submitted and the confirmation by Mr. Francisco Rendon, General Manager of Facilities USA, LLP, that all work has been bid in conformance with the project plans and specifications.

The acceptance of the base bid in the amount of \$217,800.00 combined with the environmental abatement services in the amount of \$5,800.00 from Facilities USA, LLP will result in a total contract sum of \$223,600.00 which is 1% below the Architect's estimated project cost of \$225,000.00.

If you have any questions, please contact me at your earliest convenience.

Thank you,

Constanza Miner

Director of Operations | Planning & Zoning Division

Telephone: 956-548-6150



PURCHASING & CONTRACT SERVICES DEPARTMENT PROCUREMENT ANALYSIS

Date: September 19, 2016
To: Mr. Charlie Cabler, City Manager
CC: Mr. Pete Gonzalez, Deputy Assistant City Manager
Ms. Ruth Osuna, Assistant City Manager
Mr. Michael Lopez, Assistant City Manager
Ms. Constanza Miner, Director of Operations / Planning & Zoning Division
Mr. Lupe Granado III, Finance Director
From: Mr. Roberto C. Luna Jr., Purchasing & Contracting Director
Subject: Agenda item for City Commission meeting of October 4, 2016
"Consideration and Action to Award a Contract for the "Market Square Building Bell Tower & Dome Rehabilitation Project". Project # MSR-43-0916

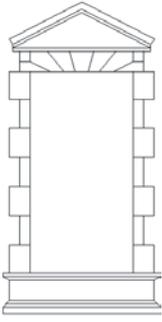
At the request of Planning Department Director, Constanza Miner, the Purchasing & Contract Services office solicited request for bids for the aforementioned project.

Project milestones were accomplished as follows:

1. The legal advertisement appeared in *The Brownsville Herald* two times on July 17, 2016 and July 24, 2016 and was posted to the BidNet Direct system website.
2. A total of three (3) pre-bid meetings were conducted on July 27, 2016, August 3, 2016 and August 25, 2016 at the Purchasing & Contract Services conference bid room. A total of only three (3) vendors were represented at the pre-bid meeting.
3. Sealed formal bids were received for the subject project on September 8th, 2016^h, 2016 at the Purchasing & Contract Services Department. A total of one (1) bid was received and publicly opened. The purchasing department tabulated the bids received for review and approval by City Commission.
4. A cost/price analysis was conducted by the project architect in charge of the design Roberto Ruiz. As a result of this process, a recommendation letter was submitted by the project architect for City Commission review and approval.

Procurement Summary

1. The lowest responsive and responsible bidder meeting the qualifications and cost estimate for this project is **Facilities USA, LLC.** from Brownsville, Texas for a total rehabilitation cost in the amount of **\$223,600.00.** for Market Square Building Bell Tower & Dome Rehabilitation Project.
 2. Completion time for this rehabilitation project shall be 165 consecutive calendar days.
 3. Funding for this project is available through account 45-8110-9219-02.
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Roberto J. Ruiz *Architect, Incorporated*

615 West Tandy Road · Brownsville, Texas 78520

09/09/16

Mr. Robert Luna, Director
Purchasing Department
City of Brownsville
1001 Elizabeth
Brownsville TX 78520

Re: Market Square Building Bell Tower & Dome
Rehabilitation Project
Project # MSR-43-0916

Dear Mr. Luna:

This letter will serve as my recommendation to the City of Brownsville to award the contract for construction of the above referenced project to the lowest responsive and responsible bidder – Facilities USA, LLP, based on the review of the bid forms submitted and the confirmation by Mr. Francisco Rendon, General Manager of Facilities USA, LLP, that all work has been bid in conformance with the project plans and specifications.

The acceptance of the base bid in the amount of \$217,800.00 combined with the environmental abatement services in the amount of \$5,800.00 from Facilities USA, LLP will result in a total contract sum of \$223,600.00 which is 01% below the Architect's estimated project cost of \$225,000.00.

If you have any questions, please contact me at your earliest convenience.

Thank you,

Roberto J. Ruiz

**Invitation for Bids for Market Square Building Bell
Tower & Dome Rehabilitation Project
BID # MSR-43-0916
CITY OF BROWNSVILLE**



BID TABULATION

09/8/16

3:00 PM

	BIDDER	BASE BASE BID AMOUNT - CONCRETE DOME	ALTERNATE BID NO.1- GFRC DOME	ENVIRONMENTAL ABATEMENT - BID PER ADDENDUM NO.4	ARCHITECT'S ESTIMATE	BID BOND	ADDENDUM NO. 1	ADDENDUM NO. 2	ADDENDUM NO. 3	ADDENDUM NO. 4
					\$225,000.00					
NO. 1	FACILITIES USA LTD	\$217,800.00	\$238,000.00	\$5,800.00		YES	YES	YES	YES	YES
NO. 2										
NO. 3										
NO. 4										
NO. 5										

COMBINED TOTAL OF BASE BID AMOUNT FOR CONCRETE DOME AND ENVIRONMENTAL ABATEMENT = \$223,600 = 01% BELOW ARCHITECT'S ESTIMATE