



1111 Bayou
La Marque, Texas 77568
409.938.9202

Mayor Bobby Hocking
Mayor Pro- Tem Keith Bell- District A

Councilmember Chris Lane- District B
Councilmember Connie Trube- District C
Councilmember Clint Brown- District D

OFFICIALLY POSTED ON THE
WEB:

DATE: 1.22.15 TIME: 6:15 p.m.

**CITY OF LA MARQUE
CITY COUNCIL
WORKSHOP
AGENDA**

Notice is hereby given that the City Council of the City of La Marque, Texas will conduct a Workshop Meeting on Monday, January 26, 2015 at 1:00 p.m. at 1109-B Bayou Road for the purpose of considering the following agenda:

(1) CALL MEETING TO ORDER

(2) ROLL CALL

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

(4) NEW BUSINESS

- a. Discuss 2013 Audit Management Letter, including staff's responses of progress made to date
– S. Kou
- b. Discuss Water Audit – S. Kou/L. Rumburg
- c. Discuss Sanitary Sewer Overflow Project (SSO) – L. Rumburg/Cobb Fendley Engineers
- d. Discuss Streets Improvements Project – L. Rumburg/Cobb Fendley Engineers
- e. Discuss CDBG/Disaster Projects – L. Rumburg/D. Baker (Public Management)

(5) ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice of meeting was posted at 1109-B Bayou Road, La Marque, Texas on or before January 22, 2015 before 6:00 p.m.



1111 Bayou
La Marque, Texas 77568
409.938.9202

Robin Eldridge, TRMC
City Clerk

• • • • • This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or • • • • • interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's office at (409) 938- • • • • • 9259, or Fax (409) 935-0401, or e-mail cityclerk@cityoflamarque.org for further information. • • • • •

Our findings and additional comments are as follows:

CURRENT YEAR MATTERS

Significant Deficiencies

2013-1. SHOP INVENTORY

Criteria

The City is responsible for the accurate recording and monitoring of all of its inventories.

Condition

The City did not perform a shop inventory count at fiscal year-end. A subsequent inventory count was performed after the fiscal year-end. The inventory count that was performed excluded unit costs. These cost figures were subsequently added in order to determine a monetary balance.

Effect

The lack of detailed reporting and tracking of inventory could lead to misstated account balances and the misappropriation of assets going undetected.

Cause

The City did not follow established procedures by performing a shop inventory count at year-end. The City also did not obtain individual costs as of year-end.

Recommendation

The City should follow established procedures by performing a shop inventory count at year-end. Reports should also include individual costs for each item of inventory in order to determine the monetary balance.

Corrective Action Plan

Accomplished. Inventory count was taken on 9/30/14 and unit cost was submitted to Finance for year end.

2013-2. PURCHASING PROCEDURES – ECONOMIC DEVELOPMENT CORPORATION

Criteria

The Economic Development Corporation (the “Corporation”) should ensure purchasing procedures are being followed as documented in the purchasing policy and adopted by City Council.

Condition

It was noted that the Corporation obtained services from a vendor prior to submitting a purchase order request. The policy requires purchase order requests to be approved prior to having any work performed. The purchase order request and request for payment were turned into the finance department at the same time.

Effect

If the purchasing policy is not being followed, there is an increased risk of the Corporation doing business with a vendor who has a conflicting interest, doing business with an unapproved vendor, and unauthorized payments.

Cause

The Corporation did not follow the approved purchasing policy in the instance noted above.

Recommendation

The Corporation should not allow vendors to perform services prior to obtaining an approved purchase order request.

Corrective Action Plan

The City shall have a dedicated trained employee in the finance department assist the Corporation's director with clerical tasks to ensure proper paper flows are submitted in a timely manner.

Corrective Action Plan

In progress. Staff has been assigned this responsibility but is in the process of being trained. Estimated time to accomplish is September 30, 2015.

Other Matters

2013-3. AUTHORIZED CHECK SIGNERS

Criteria

The City should ensure that internal controls are being followed in regards to the authorization and approval monitoring of cash disbursements.

Condition

City resolution R-2012-1184 (effective during the fiscal year under audit) requires two signatures to negotiate any City of La Marque bank transactions. It was noted during the audit that multiple checks were issued with only one signature and those checks were accepted and processed by banks.

Effect

The lack of authorization and monitoring controls over cash disbursements could increase the risk of errors and the misappropriation of assets going undetected.

Cause

A second check signer was not available on the day the checks were printed and issued.

Recommendation

The City should implement policies or procedures to prevent checks from being issued with only one signature.

Corrective Action Plan

Accomplished. The City approved a resolution to require two signatures on all City checks. Checks have been reviewed to ensure compliance.

MATTERS PREVIOUSLY REPORTED

Material Weaknesses

2012-1. CASH MANAGEMENT

Criteria

Grant contracts state that requests for the advance of funds shall be limited to the minimum amounts needed for effective operations of programs under the applicable contract, and shall be timed as closely as possible to be in accord with actual cash requirements. The grantee shall establish procedures to minimize the time elapsing between the transfer of funds from the granting agency to the grantee and shall ensure that such funds are disbursed as soon as administratively possible.

Condition

It was noted during single audit testing that, in some instances, advance grant proceeds were not remitted to vendors within a reasonable period of time (one advance was not remitted until 18 days after it was received).

Effect

Failure to follow the cash management requirements established in OMB Circular A-133 could result in non-compliance.

Cause

The City is not alerted by the U.S. Treasury or granting agency when draw requests are deposited into its bank account. The City did not establish procedures to track these deposits. As a result, the City received deposits on multiple draws during the year and did not identify these deposits in a timely manner.

Recommendation

The City should establish procedures to minimize the lag time between when advance funds are deposited into the City's bank account and when the related vendors are paid.

Corrective Action Plan

Accomplished. The accountant checks daily online for wires/ACH payments received into the City's pooled cash account.

2012-3. GRANT ADMINISTRATION

Criteria

The City is responsible for administering and satisfying the compliance requirements associated with grants that it has been awarded and accepted.

Condition

A schedule of expenditures of federal awards could not be produced by the City.

Effect

The lack of a centralized grant administrator and a grant policy could lead to the noncompliance with grant requirements and inadequate reporting.

Cause

The City has not adopted a grant policy or established a centralized grant administration function. It was noted during the audit that the City does not have a policy for the tracking and recording of grants.

Recommendation

The City should establish a policy for the tracking and recording of grants. The City should assign an individual as the grant administrator. All grant related activity should be reported to this individual. The grant administrator should track and maintain records of all grant related activity and correspondence with granting agencies. This individual should be alerted by department heads whenever a new grant is awarded. The grant administrator should be responsible for the preparation of the schedule of expenditures of federal awards.

Corrective Action Plan

Accomplished. Centralized grants function has been transferred from Public Works to Finance effective 10/1/14. A grant policy to establish centralized grants activities was approved by Council during fiscal year 2013-14. Due to major personnel and structural changes in both Finance and Public Works, staff is resolving past issues to ensure clean reporting as of 9/30/14.

2012-6. ECONOMIC DEVELOPMENT CORPORATION INVENTORY

Criteria

The Economic Development Corporation (the “Corporation”) is responsible for the accurate recording and monitoring of all of its inventories.

Condition

The Corporation was unable to produce a detailed inventory listing of the properties being held for resale that reconciled to the related general ledger account. A detailed listing of prior year inventory had to be requested by City management from the prior City auditors.

Effect

The lack of detailed reporting and tracking of inventory could lead to misstated account balances.

Cause

The Corporation does not have a current inventory detail that reconciles to the general ledger or procedures in place to perform a reconciliation of inventory.

Recommendation

The Corporation should adopt a formal process for the recordkeeping and monitoring of inventory. The Corporation should review documentation of property purchases and create a detailed schedule which lists the properties and historical costs individually. This schedule should be reconciled to the related general ledger account at year-end.

Corrective Action Plan

Accomplished. City staff has been working with EDC Director to reconcile fixed assets to General Ledger.

2012-7. MONTH END PROCEDURES

Criteria

The City should ensure that there are formal procedures in place to reconcile balance sheet accounts to subsidiary ledgers.

Condition

It was noted during the audit that balance sheet accounts (i.e. receivables and payables) are not being reconciled to the detailed subsidiary ledgers. It was also noted that the City does not have procedures in which management reviews and reconciles detailed subledgers to their respective general ledger accounts. As a result, a large number of adjusting journal entries were required to accurately state account balances. In addition, multiple transaction types were not consistently being recorded in the same balance sheet accounts. It was also noted that the City has been recording transactions within the wrong account classification (i.e. municipal court transactions in which the City gets to keep a portion of fees as revenues and must remit the other portion to the State were all being recorded in a liability account).

Effect

The lack of consistent monthly procedures could lead to misstated account balances resulting in over/understated assets, liabilities, revenues, and expenditures.

Cause

The City has not established formal procedures to reconcile balance sheet accounts to detailed subsidiary ledgers.

Recommendation

The City should establish procedures in which management reviews and reconciles all detailed ledgers to the general ledger accounts. The City should also provide staff with adequate training and oversight to ensure the proper recording of transactions.

Corrective Action Plan

In progress. As August 2014, with qualified staff arrival to the city, Finance began with some reconciliation procedures in place to ensure proper financial recording in general ledger and other database systems. Due to late arrival of new staff as well as major “clean up” in Utility Billing department after the special audit, Certain procedures in various areas have not been fully developed yet.

Estimated time to accomplish: 9/30/2015.

2012-8. DELINQUENT ACCOUNTS

Criteria

The City is responsible for ensuring they are reporting all activity of the City in accordance with generally accepted accounting principles.

Condition

It was noted that reviews of delinquent receivables related to utility billing and mowing/demolition are not being performed. As a result, the City has not established a method for the reasonable estimation of allowance for doubtful accounts. The City has not written off delinquent account balances in many years.

Effect

The lack of review procedures and proper reporting could lead to the overstatement of assets and revenues.

Cause

The City has not determined and written off delinquent accounts that are deemed uncollectible.

Recommendation

The City should identify a reasonable estimate for the allowance for doubtful accounts based on the historical collections. The City should also determine which delinquent accounts they deem uncollectible and write those off.

Corrective Action Plan

In progress. Due to past issues just recently cleaned up in the Utility Billing department, staff needs to verify accuracy of data in database and determine best approach to write off without significantly impact the financial statements.

Estimated time to accomplish: 9/30/15.

2012-9. CAPITAL ASSETS

Criteria

The City is responsible for the recognition and monitoring of all capital assets.

Condition

The finance department used expense disbursements to monitor and identify capital additions. Capital asset listings are not being sent to department heads to verify the existence of the assets and whether the assets are impaired or obsolete. It was also noted the City does not perform periodic inventories of capital assets. The method of capital asset disposal was left largely up to department heads, as was alerting finance to disposal of assets.

Effect

The combination of the absences of a policy and procedures could result in a lack of accuracy in capital asset valuation and failure to uncover loss, impairment, theft, or misappropriation of City assets.

Cause

The City does not have a formal policy to actively monitor the addition, tracking, condition, and disposal of capital assets.

Recommendation

The City should develop and implement procedures to track the purchase, movement between departments, retirement, sale, and disposal of capital assets. The City should also inventory capital assets at least annually to

verify they are still in use and serviceable. Additionally, the City should consider tagging assets with a unique number in order to facilitate tracking of capital assets.

Corrective Action Plan

In Progress. Capital assets policy as well as a few other policies are part of Finance goals and objectives in fiscal year 2015. Due to lack of employees and department heads from various departments including Finance throughout the year, it was difficult to have someone with history knowledge to verify facts in each appropriate department.

Estimated time to accomplish: 9/30/2015.

Significant Deficiencies

2012-12. SEGREGATION OF DUTIES

Criteria

Segregation of duties refers to assigning tasks among personnel so that no one person handles substantially all aspects of a transaction.

Condition

The City has two utility billing employees who collect payments and also have the ability to adjust/transfer customer accounts. The City does not have a formal process for the review, approval, and documentation of utility billing account adjustments/transfers.

Effect

The lack of segregation of duties could lead to unauthorized changes in the financial system going undetected and make the City vulnerable to the misappropriation of assets.

Cause

The extent to which the City can segregate duties is limited based on the number of personnel, their skill set and work load, and the organizational structure of the City.

Recommendation

As with other cities and corporations of the same staff size, there are instances where additional controls could be put in place if more personnel were available and further segregation in duties could be achieved. There are inherent inefficiencies with full segregation of duties and inherent risk with the lack of segregation of duties. The cost versus benefits for both should be considered. The City should explore opportunities to mitigate their exposure to the inherent risks of limited segregation of duties through the use of restricted software access, change logs, etc.

Corrective Action Plan

Partially accomplished. Due to limited staffing in a small city our size, Finance went through a major restructuring to allow proper segregation of duties the best we can to prevent fraud and other irregularities from reoccurring within the City. Certain internal procedures have been set to allow for routine reconciliations. There are still some limitations where Finance staff is unable to perform proper internal auditing function.

Estimated time to accomplish: 9/30/15.

Other Matters

2012-20. SHOP MAINTENANCE ALLOCATION

Findings

It was noted through inquiry with management that the City does not have procedures for the accurate allocation of revenues and expenditures related to the shop maintenance activity (department ten within the general fund). The shop maintenance department provides services to multiple departments and funds, both governmental and business-type. Lack of procedures could lead to inconsistent reporting.

Recommendation

The City should develop procedures for the accurate allocation of shop maintenance activity provided to the various funds and departments to ensure correct and consistent accounting treatment.

Management's Response

In Progress. The City is searching for inventory software to allow better tracking of inventories and work orders. Once good reporting is in place, the City will be able to properly account for cost associated to each user department.

Estimated time to accomplish: 9/30/15.

2012-22. ESCHEATING CHECKS

Background

Under Texas State *Property Code Chapter 72, Subchapter B. § 72.101*, property is presumed abandoned if the owner of the property does not claim the property within three years. Under Texas State *Property Code Chapter 74, Subchapter D. § 74.301*, each holder who on March 1 holds property that is presumed abandoned under Chapter 72 shall deliver the property to the comptroller on or before the following July 1 accompanied by the report required to be filed under Section 74.101. Under Texas State *Property Code Chapter 74, Subchapter B. § 74.101*, each holder who on March 1 holds property that is presumed abandoned under Chapter 72 of this code shall file a report of that property on or before the following July 1.

Findings

It was noted during the audit that the City has outstanding checks dating back to 2001 that have not been escheated.

Recommendation

The City should establish a policy for the escheating of all applicable outstanding checks.

Management's Response

Partially accomplished. Previous staff was trained to perform annual task to file to State. New staff is acknowledging work done from past employee to continue the process.

Estimated time to accomplish: 9/30/15.

2012-23. EXPENDITURES IN EXCESS OF APPROPRIATIONS

Findings

As disclosed in the notes to the financial statements, expenditures exceeded appropriations at the legal level of control in multiple departments/functions.

Recommendation

The City should ensure expenditures do not exceed appropriations approved by City Council in accordance with the local government code. If the original authorization is insufficient, an amendment should be proposed to the City Council in sufficient time so as not to impede the City's normal procurement process.

Management's Response

Partially accomplished: City recently went through high turn over of management positions from various departments.

Estimated time to accomplish: 9/30/15.

2012-26. UNASSIGNED FUND BALANCE

Background

According to the City's fund balance policy, the City will strive to maintain an unassigned fund balance of not less than 25 percent of the budgeted operational expenditures in all City funds. The purpose of the unassigned balance is to alleviate significant unanticipated budget shortfalls and to ensure the orderly provisions of services to citizens. The policy states if unassigned fund balance falls below the goal or has a deficiency, the City will seek to reduce expenditures prior to increasing revenues to replenish fund balance within a reasonable timeframe.

Finding

As of September 30, 2013, the City's unassigned fund balance was roughly 16.3 percent of the budgeted operational expenditures of all City funds.

Recommendation

In accordance with the City's fund balance policy, the City should seek to reduce expenditures prior to increasing revenues to replenish fund balance within a reasonable period of time.

Management's Response

Accomplished. The City finally reached the 90 days contingency in fund balance.



CITY COUNCIL AGENDA FORM

Meeting Date: August 11, 2014

Agenda item: 9a

Prepared by: Les Rumburg

Reviewed by: Carol Buttler

Department: Public Works

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding the award of bid #CFA 1312-026-2 to Sewer Services of Texas, Inc. in the amount of \$60,519.80 for the 2014 Sanitary Sewer Investigation.



Attachments for reference

1. Engineer's Recommendation
2. Bid Tabulation

Staff Briefing:

- In accordance with the 2014 Sanitary Sewer Overflow Initiative filed with TCEQ, the city retained services of Cobb Fendley to provide bid documents to perform a Sanitary Sewer Investigation in various parts of the city to identify improvements needed to comply with the Agreement with TCEQ.
- Five (5) bids were received and opened on July 30, 2014.
- Low bid was submitted by Sewer Services of Texas, Inc. in the amount of \$60,519.80.

History (if applicable):

- On June 27 and August 7, 2012, an investigation was conducted on the City's Wastewater Treatment Facilities and Walnut Lift Station by the Texas Commission on Environmental Quality, in which evidence of sanitary sewer overflows (SSO's) were documented.
- Based on findings in the investigation, the City's facility was selected to participate in the SSO initiative, which is intended to assist municipalities with addressing SSO's that might escalate to such a degree as to cause a negative impact on human health and/or the environment.
- In September of 2012 city staff agreed to enter into the SSOs program to forgo enforcement actions against the city for sewer over flows and possible monetary fines.
- May 2, 2013 – Enforcement Case Number 46605 SSO Program was approved by TCEQ and forwarded back to the City for Council's adoption.
- June, 10, 2013 - SSO Program adopted and approved by City Council.
- December 9, 2013 – city council approved a Consulting Engineering Services Agreement with Cobb Fendley to provide engineering design services for the 2104 Sanitary Sewer Investigation.

Target Implementation: August 2014

Significant Action Dates: August 2014



CITY COUNCIL AGENDA FORM

Action:

☐

Ordinance

☐

Resolution

☐

Proclamation

☐

Special Presentation

☐

Finance Report

☐

Public Hearing

☒

Construction Contract and Specifications

Cost Details:	
Budgeted	\$0.00
Actual Bid	\$60,519.80
Estimated Expenditure	\$60,519.80
Acct. Name	R&M-Sewer
Line Items #	02-3011-22-00

☒

Check box if there is no conflict with City Charter, ordinances, resolutions, or policies.

Staff's Recommendation: Motion to award bid #CFA 1312-026-2 to Sewer Services of Texas, Inc. in the amount of \$60,519.80 for the 2014 Sanitary Sewer Investigation.

Fiscal Impact:

- \$ 60,519.80

Sanitary Sewer Overflow (SSO) Agreement

- August 11, 2014 – Agenda Request awarding bid for Sanitary Sewer Investigation to Sewer Services of Texas, Inc. for \$60,519.80.Sewer
- February 13, 2014 – First Annual Progress Report.
- February 5, 2014 – Letter to TCEQ requesting time extension for submission of Annual Report.
- December 9, 2013 – Agenda Request to enter into a consulting agreement to provide engineering services for a sanitary sewer investigation with Cobb Fendley.
- June 10, 2013 – Agenda Request for approval of Agreement. Recommends funding of \$7.4 M of combined city and grant funding.
- May 31, 2013 – Email between La Marque staff and TCEQ staff.
- May 2, 2013 – Letter from TCEQ recommending La Marque enter into the Sanitary Sewer Overflow (SSO) Initiative and enter into an Agreement for compliance.
- February 25, 2013 – Agenda Request to present the proposed TCEQ SSO plan of Action. Recommends funding of \$7.4 M of combined city and grant funding.
- February 19, 2013 – Email between TCEQ and city staff discussing changes to the proposed SSO Action Plan.
- September 24, 2012 – TCEQ letter of Confirmation of Participation in the SSO Initiative.
- August 14, 2012 – Letter from TEEQ inviting the city to participate in the SSO Initiative.

Bryan W. Shaw, Ph.D., Chairman
Carlos Rubinstein, Commissioner
Toby Baker, Commissioner
Zak Covar, Executive Director



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

May 2, 2013

CERTIFIED MAIL - RETURN RECEIPT REQUESTED 91 7108 2133 3935 2174 8746

The Honorable Bobby Hocking
Mayor of City of La Marque
City of La Marque
1111 Bayou Road
La Marque, Texas 77568

Re: Sanitary Sewer Overflow ("SSO") Initiative
City of La Marque, Galveston County
RN101917284
Enforcement Case No. 46605

55-39-17-01:17

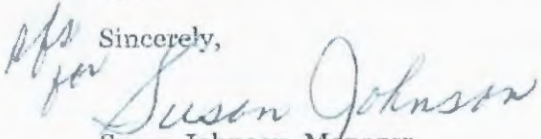
Dear Mayor Hocking:

In June and August of 2012, a member of our regional staff conducted a record review of the City of La Marque ("City") to determine compliance with applicable laws and regulations pertaining to wastewater collection systems. Based on a letter dated January 31, 2013 from Mr. Michael Morgan, Public Works Director, it was recommended that the City be placed into the Sanitary Sewer Overflow ("SSO") Initiative Program.

We propose that the Texas Commission on Environmental Quality ("Commission" or "TCEQ") and the City enter into the enclosed Agreement. The Agreement lists the deficiencies addressed by this action and any specific technical requirements necessary to resolve the deficiencies. Please review the Agreement, affix your signature and the date, and return it to this office within 30 days after the date of this letter. A copy of the Agreement is provided for your files. Also, enclosed for your convenience is a return envelope.

If you observe any inaccuracies in the document, please contact us immediately so that an amended Agreement can be considered within the 30-day deadline. If you have any questions, please contact Mr. Harvey Wilson of my staff at Harvey.Wilson@tceq.texas.gov or (512) 239-0321.

Sincerely,


Susan Johnson, Manager
Enforcement Division
Texas Commission on Environmental Quality

SJ/hw

Enclosures: Original Agreement with Attachments, Return Envelope

cc: Manager, Water Section, Houston Regional Office, TCEQ
Ms. Carol Butler, City Manager, 1111 Bayou Road, La Marque, Texas 77568
P.O. Box 13087 • Austin, Texas 78711-3087 • 512-239-1000 • tceq.texas.gov

Texas Commission on Environmental Quality

AGREEMENT

**CITY OF LA MARQUE
RN10191728
Enforcement Case No. 46605
Galveston County, Texas**

The Texas Commission on Environmental Quality ("Commission" or "TCEQ") is the state agency charged with enforcing TEX. WATER CODE ch. 26 (the "Code") and the regulations promulgated pursuant to the Code.

The City of La Marque ("the City") owns and operates a wastewater collection system located in Galveston County, Texas (the "System"). The System consists of approximately 401,280 linear feet of collection lines, 21 lift stations, and 833 manholes.

The City has reported four unauthorized discharges totaling approximately 100,000 gallons during the period between April 1, 2011, and March 31, 2013. The majority of these discharges were due to deteriorated collection lines which allowed inflow and infiltration of rain water, subsequently creating blockage of sewer lines. The City will be required to rehabilitate the System to insure a reduction of risk to the public health and the environment and to comply with Commission requirements.

PROVISIONS

In response to these deficiencies and in an effort to eliminate the potential threat to public health, the City and the Commission have entered into an Agreement. This Agreement formalizes the commitments made by the City in the Plans submitted to the TCEQ dated January 31, 2013 (see Attachment A). The provisions of this Agreement are as follows:

1. The Executive Director recognizes that the City has:
 - a. Performed a sanitary sewer system evaluation;
 - b. Rehabilitated 65,000 linear feet of sewer lines;
 - c. Rehabilitated 3,500 vertical feet of manhole openings;
 - d. Installed 28 new manholes;
 - e. Made 365 repairs at specific points in the collection system;
 - f. Replaced one generator at the sewer treatment plant and positioned generators at two lift stations;

- g. Identified 85,000 linear feet of sewer lines that need to be rehabilitated; and
 - h. Identified 185 manholes that need to be rehabilitated.
2. By December 31, 2013, the City shall;
- a. Inspect and repair 80 manholes. All damaged lids shall be replaced, all manhole lids shall be raised above the water flow line of the surrounding area, rain guards shall be installed, and all voids around pipe penetrations shall be filled;
 - b. Inspect and clean at least 40,000 linear feet of sewer pipe by CCTV, smoke testing, or jetting, and provide root and debris control by chemical or mechanical means, and specify in the annual report a listing of the cracked, collapsed, or broken sewer lines in need of being repaired or replaced within this 40,000 linear feet; and
 - c. Inspect each of the 21 operating lift stations and the pumps and emergency power generators at least once each month and remove any fats, oils and grease ("FOG") deposits or debris deposits.
3. By December 31, 2014, the City shall;
- a. Inspect and repair an additional 80 manholes. All damaged lids shall be replaced, all manhole lids shall be raised above the water flow line of the surrounding area, rain guards shall be installed, and all voids around pipe penetrations shall be filled;
 - b. Inspect and clean an additional 40,000 feet of sewer pipe by CCTV, smoke testing, or jetting, and provide root and debris control by chemical or mechanical means, and specify in the annual report a listing of the cracked, collapsed, or broken sewer lines in need of being repaired or replaced within this 40,000 linear feet; and
 - c. Repair or replace the cracked, collapsed, or broken lines identified in 2.b and noted in the 2013 annual report;
 - d. Inspect each of the operating lift stations and the pumps and emergency power generators at least once each month and remove any FOG or debris deposits; and
 - e. Install new sewer lines in the Hathaway and Walnut collection basins.

4. By December 31, 2015, the City shall;
 - a. Inspect and repair an additional 80 manholes. All damaged lids shall be replaced, all manhole lids shall be raised above the water flow line of the surrounding area, rain guards shall be installed, and all voids around pipe penetrations shall be filled;
 - b. Inspect and clean an additional 40,000 feet of sewer pipe by CCTV, smoke testing, or jetting, and provide root and debris control by chemical or mechanical means, and specify in the annual report a listing of the cracked, collapsed, or broken sewer lines in need of being repaired or replaced within this 40,000 linear feet; and
 - c. Repair or replace any cracked, collapsed, or broken lines identified in 3.b and noted in the 2014 annual report;
 - d. Inspect each of the operating lift stations and the pumps and emergency power generators at least once each month and remove any FOG or debris deposits; and
 - e. Install new sewer lines in the West Gravity and Duroux collection basins.
5. By December 31, 2016, the City shall;
 - a. Inspect and repair an additional 80 manholes. All damaged lids shall be replaced, all manhole lids shall be raised above the water flow line of the surrounding area, rain guards shall be installed, and all voids around pipe penetrations shall be filled;
 - b. Inspect and clean an additional 40,000 feet of sewer pipe by CCTV, smoke testing, or jetting, and provide root and debris control by chemical or mechanical means, and specify in the annual report a listing of the cracked, collapsed, or broken sewer lines in need of being repaired or replaced within this 40,000 linear feet; and
 - c. Repair or replace any cracked, collapsed, or broken lines identified in 4.b and noted in the 2015 annual report;
 - d. Inspect each of the operating lift stations and the pumps and emergency power generators at least once each month and remove any FOG or debris deposits; and
 - e. Install new sewer lines in the Camp Circle collection basin.
6. By December 31, 2017, the City shall;
 - a. Inspect and repair an additional 80 manholes. All damaged lids shall be

replaced, all manhole lids shall be raised above the water flow line of the surrounding area, rain guards shall be installed, and all voids around pipe penetrations shall be filled;

- b. Inspect and clean an additional 40,000 feet of sewer pipe by CCTV, smoke testing, or jetting, and provide root and debris control by chemical or mechanical means, and specify in the annual report a listing of the cracked, collapsed, or broken sewer lines in need of being repaired or replaced within this 40,000 linear feet; and
- c. Repair or replace any cracked, collapsed, or broken lines identified in 5.b and noted in the 2016 annual report;
- d. Inspect each of the operating lift stations and the pumps and emergency power generators at least once each month and remove any FOG or debris deposits; and
- e. Install new sewer in the McKinney Extension collection basin.

7. By December 31, 2018, the City shall;

- a. Inspect and repair an additional 80 manholes. All damaged lids shall be replaced, all manhole lids shall be raised above the water flow line of the surrounding area, rain guards shall be installed, and all voids around pipe penetrations shall be filled;
- b. Inspect and clean an additional 40,000 feet of sewer pipe by CCTV, smoke testing, or jetting, and provide root and debris control by chemical or mechanical means, and specify in the annual report a listing of the cracked, collapsed, or broken sewer lines in need of being repaired or replaced within this 40,000 linear feet;
- c. Repair or replace any cracked, collapsed, or broken lines as identified in 6.b and noted in the 2017 annual report;
- d. Inspect each of the operating lift stations and the pumps and emergency power generators at least once each month and remove any FOG or debris deposits;
- e. Install new sewer lines in the East Gravity collection basin.

8. By December 31, 2019, the City shall;

- a. Inspect and repair an additional 80 manholes. All damaged lids shall be replaced, all manhole lids shall be raised above the water flow line of the surrounding area, rain guards shall be installed, and all voids around pipe penetrations shall be filled;

- b. Inspect and clean an additional 40,000 feet of sewer pipe by CCTV, smoke testing, or jetting, and provide root and debris control by chemical or mechanical means, and specify in the annual report a listing of the cracked, collapsed, or broken sewer lines in need of being repaired or replaced within this 40,000 linear feet;
 - c. Repair or replace any cracked, collapsed, or broken lines as identified in 7.b and noted in the 2018 annual report;
 - c. Inspect each of the operating lift stations and the pumps and emergency power generators at least once each month and remove any FOG or debris deposits; and
 - d. Install new sewer lines in the First Street, Scott Street, Highway 3, and East collection basins.
9. By December 31, 2020, the City shall;
- a. Inspect and repair an additional 80 manholes. All damaged lids shall be replaced, all manhole lids shall be raised above the water flow line of the surrounding area, rain guards shall be installed, and all voids around pipe penetrations shall be filled;
 - b. Inspect and clean an additional 40,000 feet of sewer pipe by CCTV, smoke testing, or jetting, and provide root and debris control by chemical or mechanical means, and specify in the annual report a listing of the cracked, collapsed, or broken sewer lines in need of being repaired or replaced within this 40,000 linear feet;
 - c. Repair or replace any cracked, collapsed, or broken lines identified in 8.b and noted in the 2019 annual report;
 - d. Inspect each of the operating lift stations and the pumps and emergency power generators at least once each month and remove any FOG or debris deposits; and
 - e. Install new sewer lines in the Ross Street collection basin.
10. By December 31, 2021, the City shall;
- a. Inspect and repair an additional 80 manholes. All damaged lids shall be replaced, all manhole lids shall be raised above the water flow line of the surrounding area, rain guards shall be installed, and all voids around pipe penetrations shall be filled;
 - b. Inspect and clean an additional 40,000 feet of sewer pipe by CCTV, smoke

testing, or jetting, and provide root and debris control by chemical or mechanical means, and specify in the annual report a listing of the cracked, collapsed, or broken sewer lines in need of being repaired or replaced within this 40,000 linear feet; and

- c. Repair or replace any cracked, collapsed, or broken lines identified in 9.b and noted in the 2020 annual report;
- d. Inspect each of the operating lift stations and the pumps and emergency power generators at least once each month and remove any FOG or debris deposits; and
- e. Repair and rehabilitate all of the sewer lines in the Delaney, Volney, Jackson, Shady lane, and Vauthler collection basins.

11. By December 31, 2022, the City shall;

- a. Inspect and repair an additional 80 manholes. All damaged lids shall be replaced, all manhole lids shall be raised above the water flow line of the surrounding area, rain guards shall be installed, and all voids around pipe penetrations shall be filled;
- b. Inspect and clean an additional 40,000 feet of sewer pipe by CCIV, smoke testing, or jetting, and provide root and debris control by chemical or mechanical means, and specify in the annual report a listing of the cracked, collapsed, or broken sewer lines in need of being repaired or replaced within this 40,000 linear feet; and
- c. Repair or replace any cracked, collapsed, or broken lines identified in 10.b and noted in the 2021 annual report;
- d. Inspect each of the operating lift stations and the pumps and emergency power generators at least once each month and remove any FOG or debris deposits; and
- e. Repair and rehabilitate all of sewer lines in the Salt Grass, Mark 45, Highway 519, Highway 2004, and Beatrice collection basins.

12. The City shall evaluate the effectiveness of its corrective actions by continually monitoring the flow in the collection System and comparing the flow before and after any wet period and monitoring the number and volume of unauthorized discharges and comparing the number and volume of discharges in the current year to previous years.

13. On December 31, 2013, and on an annual basis thereafter, the City shall submit a report to the Commission that contains information regarding the progress of the corrective actions contained in Provision Nos. 2 through 11. The reports shall include specific corrective actions that were completed during the reporting period, as well as any

proposed corrective actions that were delayed or not completed, including explanations why the actions were delayed or not completed, in accordance with the attached TCEQ SSO Agreement Annual Progress Report (Attachment B).

14. By March 31, 2023, the City shall submit a written Final Report that contains the following:
 - a. A summary of all corrective actions that have been completed in accordance with the Provisions in this Agreement;
 - b. A summary of all Provisions in this Agreement that were not completed, including reasons why specific corrective actions were delayed or not completed; and
 - c. A description of the overall improvement the corrective actions had on the System.
15. The Executive Director may grant an extension or modification to any provision of this Agreement upon a written and substantiated showing of good cause. All requests for extensions or modifications by the City shall be made in writing to the TCEQ. Extensions or modifications are not effective until the City receives written approval from the TCEQ. The determination of what constitutes good cause rests solely with the TCEQ.
16. The City shall submit copies of all correspondence, reports, and documentation required by Provision Nos. 12, 13 and 14 to:

Order Compliance Team
Enforcement Division, MC 149A
Texas Commission on Environmental Quality
P.O. Box 13087
Austin, Texas 78711-3087

with a copy to:

Manager, Water Section
Houston Regional Office
Texas Commission on Environmental Quality
5425 Polk Street, Suite H
Houston, Texas 77023-1452

Bryan W. Shaw, Ph.D., Chairman
Carlos Rabinstein, Commissioner
Toby Baker, Commissioner
Zak Covat, Executive Director



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

August 14, 2012

CERTIFIED MAIL 7010 2780 0002 1299 1997
RETURN RECEIPT REQUESTED

Michael Morgan, Director of Public Works
City of La Marque
1111 Bayou Road
La Marque, Texas 77568

Re: **Sanitary Sewer Overflow Initiative - Notice of Intent to Participate**
City of La Marque Westside Wastewater Treatment Facility, La Marque (Galveston County), Texas
Regulated Entity No. 101917284, TCEQ ID No. WQ0010410003, and EPA ID No. TX0114821

Dear Mr. Morgan:

1 On June 27 and August 7, 2012, a complaint investigation was conducted at the above referenced facility by Heather Maloney and Kim Laird, in which evidence of sanitary sewer overflows (SSOs) were documented. Based on the findings in the investigation, your facility was selected to participate in the SSO Initiative, which is intended to assist municipalities with addressing SSOs that might escalate to such a degree as to cause a negative impact on human health and/or the environment. Participation in this outreach initiative is entirely voluntary. We are providing you more detailed information about the SSO Initiative in the enclosed document (*SSO Initiative: Information for Prospective Participants* (GI 389)). If you would like to schedule a meeting to discuss the SSO Initiative, please contact the Houston Region Office within 14 days.

Paper around the man hole.

Should you choose to participate in the SSO Initiative, you will be required to sign and submit a Notice of Intent to Participate in the SSO Initiative form (also enclosed) to the Houston Region Office within 30 days of the date of this letter. If we do not hear from you within 30 days, the offer to participate in the SSO Initiative will be rescinded, and a Notice of Enforcement will be issued for the documented SSOs.

This

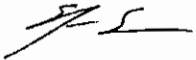
Mr. Michael Morgan

Page 2

August 14, 2012

If you or members of your staff have any questions, please feel free to contact Ms. Maloney in the Houston Region Office at (713) 767-3776.

Sincerely,



Elizabeth Sears
Team Leader
Water Quality Management
Houston Region Office

EWS/HMM/cs

Enclosures: SSO Initiative Information for Prospective Participants (GI 389)
Notice of Intent to Participate in the SSO Initiative Form (TCEQ 20630)



1111 Bayou
La Marque, Texas 77568
409.938.9202

Regular Meeting | 1
Monday, February 25, 2013

***MINUTES
CITY COUNCIL MEETING
FEBRUARY 25, 2013***

(1) CALL MEETING TO ORDER

Mayor Hocking called the meeting to order at 6:00 p.m.

(2) ROLL CALL

Councilmember Brown
Councilmember Trube
Councilmember Osteen
Mayor Pro-Tem Bell
Mayor Hocking

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Hocking led the Invocation and followed with the Pledge of Allegiance to the Flag.

(4) MINUTES

- a. Workshop Meeting, February 11, 2013
- b. Regular Meeting, February 11, 2013

Mayor Pro-Tem Bell made a motion to approve the minutes of the Workshop Meeting, February 11, 2013 and the Regular Meeting, February 11, 2013. Councilmember Osteen seconded the motion. Minutes were approved unanimously as written.

(5) CITIZEN'S PARTICIPATION

Comments from the Public (At this time, any person with city-related business who has signed up may speak to Council (limited to three (3) minutes). In compliance with Texas Open Meeting Act the City Council may not deliberate on comments. Personal attacks will not be allowed, and personnel matters should be addressed to the City Manager during normal business hours.

No one signed up to address City Council at this time.

(6) PRESENTATION

- a. Presentation –Certificates of Appreciation

At this time, Mayor Hocking asked Councilmember Trube step forward and present the certificates of appreciations to Ms. Lois Carelock and Mr. Morris Dagerath.

(7) NEW BUSINESS

- a. Presentation/discussion/possible action – authorizing the City Manager to enter into agreement - National League of Cities (NLC) Service Line Warranty Program –City Manager C. Buttler



1111 Bayou
La Marque, Texas 77568
409.938.9202

Regular Meeting | 2
Monday, February 25, 2013

City Manager Buttler introduced Brian Davis. Mr. Davis informed City Council that he had met with Councilmember Trube, Public Works Director Morgan and City Manager Buttler on this program and was asked to make a presentation to City Council. Mr. Davis discussed the program and fees. There are two contracts presented for Council consideration. The first contract stipulates that 12% of every dollar will be given back to the City. The second contract foregoes the 12% and discount of \$.50 is given to the participant.

Councilmember Osteen made the motion to authorize the City Manager to enter into an agreement with NLC and give the discount to the participant. Councilmember Trube seconded the motion. Motion carried with 3 AYES – 2 NAYES

(Councilmember Osteen and Councilmember Brown)

b. Discussion/possible action – authorizing the addition of one (1) Traffic Enforcement Officer and one (1) Traffic Enforcement vehicle- Police Chief R. Aragon

Mayor Pro-Tem Bell made a motion to authorize the addition of one (1) Traffic Enforcement Officer and one (1) Traffic Enforcement vehicle. Councilmember Brown seconded the motion.

Discussion was held on how successful the program has been since its inception. Councilmember Osteen stated that he did not realize the number of calls that the police department is responding to. The average is 54 calls. Councilmember Trube questioned the amount of revenue the city has received and voiced concerns about public works. During the budget, it was discussed that if the City was able to locate any funds, it would be used to add more public works employees.

The motion passed with one NAY (Councilmember Trube)

c. Discussion/possible action – Resolution **R-2013-004** submitting a grant application to the Office of the Governor, Criminal Justice Division – Police Chief R. Aragon

Mayor Pro-Tem Bell made a motion to approve R-2013-004. Councilmember Brown seconded the motion.

Councilmember Osteen stated that this grant, if awarded, would fund an additional officer and vehicle to assist with the “hot spots” within La Marque. The first year, the grant would fund a 100% and second year 80%.

The motion passed with one NAY (Councilmember Trube)

d. Presentation/discussion/possible action - Texas Commission on Environmental Quality (TCEQ)

Sanitary Sewer Overflows (SSO) Plan of Action – 10 year plan - Public Works Director M. Morgan
Public Works Director Morgan stated that this is a voluntary program for the City of La Marque which will take place over 10 years. There had been Mayor Hocking stated that this item had been the topic of discussion during the Workshop held earlier this evening.

Mayor Pro-Tem Bell made a motion to approve the TCEQ Sanitary Sewer Overflows (SSO) Plan of Action – 10 year program. Councilmember Trube seconded the motion.

Motion carried unanimously.

e. Discussion/possible action – appointments to Boards/Commissions- City Manager C. Buttler
City Council was informed of several vacancies on Boards/Commissions back in January. There is a vacancy on the Building & Standards Commission due to the resignation of Mr. Broze, a vacancy –



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La Marque, Texas 77568
409.938.9202

Regular Meeting | 3
Monday, February 25, 2013

alternate on the Board of Adjustments due to the passing of Mr. Rex and the Cemetery Chairman had submitted a letter to Mayor Pro-Tem Bell requesting the removal of a member due to excessive absences.

At this time, one application for the Building & Standards Commission has been received from Ms. Deanie Barrett. This is a District An appointment. Mayor Pro-Tem Bell made a motion to appoint Ms. Barrett to the Building and Standards Commission. Councilmember Trube seconded the motion. Motion carried unanimously.

f. Discussion/possible action – accept Quarterly Investment Report ending December 31, 2012-
Interim Finance Director

City Manager Buttler informed City Council that based on the information presented in the report, there is not a great deal of change based on the economy.

Councilmember Trube made a motion to accept the Quarterly Investment Report ending December 31, 2012. Mayor Pro-Tem Bell seconded the motion. Motion passed unanimously.

(8) CITY MANAGER REPORT – No Council Action Necessary

- Administration
- Development Services
- Public Safety
- Judicial
- Public Works
- Economic Development Corporation
- Finance

Councilmember Osteen asked for information regarding page 62 on LMFD training. Training was provided by Emergency Management for the administrative assistants.

Councilmember Trube voiced concerns that the Police Department is overseeing the Fire Department. City Manager Buttler indicated that the plan is to create depth within the city. Currently, there is no one to back up anyone if the need arises. The training encompasses training for law enforcement, fire department and emergency management.

Councilmember Trube asked about an ordinance on seismic testing. City Manager Buttler informed City Council that she was waiting for a call back and should have an ordinance prepared for the next meeting.

Councilmember Trube stated that City Council did not receive the maintenance report on city vehicles.

Councilmember Osteen asked the reason for increase in utility revenue. Councilmember Osteen asked if there had been a fee increased. City Manager Buttler informed City Council that the fees had not been increased.

Mayor Pro-Tem Bell stated that he had noticed the library hours had been changed and asked how the hours had been determined. City Manager Buttler stated that she had met with the remaining staff and they felt that this would allow the library to maintain its accreditation and meet the needs of the community. Mayor Pro-Tem Bell asked City Manager to review the hours and see if the hours could be



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La Marque, Texas 77568
409.938.9202

Regular Meeting | 4
Monday, February 25, 2013

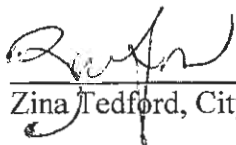
extended on Saturdays. Most of our children are in school during the week and want them to have a place where they can use their time productively on the weekends.

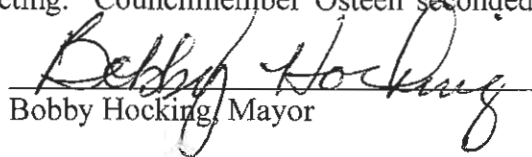
(9) REQUESTS AND ANNOUNCEMENTS

Mayor Pro-Tem Bell requested a proclamation on behalf of Michael Jordan on safety and awareness. Mayor Pro-Tem Bell also encouraged citizens to get involved by applying for city boards/commissions.

(10) ADJOURNMENT

Councilmember Trube made a motion to adjourn the meeting. Councilmember Osteen seconded the motion. The meeting adjourned at 8:19 p.m.


Zina Tedford, City Clerk


Bobby Hocking, Mayor



CITY COUNCIL AGENDA FORM

Meeting Date: December 15, 2014

Agenda item: _____

Prepared by: Cyndi Efirid

Reviewed by: Carol Buttler

Department: Public Works

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding authorizing City Manager to enter into an agreement with Cobb Fendley to proceed with the bidding/construction process for the 2014-2015 Streets Project



Attachments for reference

1. CobbFendley Exhibit A- Scope of Services & Compensation, including proposed subcontractor

Staff Briefing: N/A

History:

- August 26, 2014 – City Council gave favorable approval to Streets Program; awaiting final approval 2014-2015 City budget.
- September 15, 2014 – submitted an alternative street for consideration
- September 22, 2014 – Council adopted budget for 2014-2015 which included the Street Program
- October 27, 2014 – Met with Cobb Fendley representatives to initiate the bid process

Target Implementation: March 2015

Significant Action Dates:

August 26, 2014 – City Council gave favorable approval to Street Program

Action:

☐

Ordinance

☐

Resolution

☐

Proclamation

☐

Special Presentation

☐

Finance Report

☐

Public Hearing

☒

Other - Agreement

☒

Check box if there is no conflict with City Charter, ordinances, resolutions, or policies.

Cost Details:

Budgeted	407,062.00
Actual Bid	
Estimated Expenditure	52,900.00
Acct. Name	2005 Bonds
Line Items #	
Other Funding	



CITY COUNCIL AGENDA FORM

Staff's Recommendation: Motion to authorize City Manager to enter into an agreement with Cobb Fendley to proceed with the bidding/construction process for the 2014-2015 Streets Project

Fiscal Impact:

Construction Cost (Estimate)- \$419,563.21

Engineering Cost- \$52,900.00

EXHIBIT A SCOPE OF SERVICES & COMPENSATION

Cobb, Fendley & Associates, Inc.
Proposal for Professional Engineering Services
City of La Marque - Street Rehabilitation Project

Project/Limits

The project includes the mill and asphalt overlay rehabilitation and base repairs as identified during construction for the following streets:

- North Campus Heights – T-shaped street (Approx. 1,110-ft)
- Volney Street – From North of Kirby Drive to south of Prairie Street (Approx. 1,800-ft)
- Dalian Street – From Bayou Road to Howell Avenue (Approx. 1,870-ft)
- Maxwell Street – From Bayou Road to unpaved portion (Approx. 2,100-ft)
- Martin Luther King Jr Boulevard – From Ross Street to south of Shady Lane and from Banana Street to Oak Street (Approx. 3,650 ft)
- Partridge Street – From Garrett Street to Fleming Street and Fleming Street to Dead End (Approx. 1,800 ft)

Attachments

1. Maps of Project Limits
2. Itemized Opinion of Probable Construction Cost

SCOPE OF SERVICES

General

Design, Bid, and Construction Phase engineering services necessary to rehabilitate the streets listed above.

Sub Consultants

CobbFendley shall subcontract the construction materials testing to perform the tasks described in the scope of services. Below is a list of the consultants that we will be using for this project:

- Construction Materials Testing – Terracon Consultants

Construction Estimate

The preliminary opinion of probable construction costs for this project is \$419,563. An itemized estimate is attached.

Schedule of Services

CobbFendley will begin work on this project once the contract has been signed and a notice to proceed (NTP) letter is provided by the City. CobbFendley will provide construction documents for bidding purposes within 3 months of the date on the NTP letter.

BASIC SERVICES

Cobb, Fendley & Associates, Inc. (CobbFendley) will provide the following engineering services as part of its basic service. The specific items of service include:

Design Phase

CobbFendley will:

1. Coordinate with other governmental entities which are impacted by the project and obtain necessary approvals, signatures or letters of no objection.
2. Coordinate with City Staff regarding design criteria and pertinent information regarding the project.
3. Provide construction plan drawings, along with any needed cross sections and details, of the proposed project for construction. Plan set will include, at a minimum, the following:
 - Cover Sheet
 - Construction Notes
 - SWPPP Layout(s)
 - Detail Sheet(s)
 - Typical Cross Sections
 - Plan Sheets
 - Traffic Control/Detour Plan(s)
4. Prepare construction phase Traffic Control Plan (TCP) and Detour Plan that will accommodate the traffic through the project(s) during the construction phases.
5. Prepare contract bidding documents consisting of technical specifications (City of La Marque specifications) and contract documents outlining the construction contract requirements.
6. Prepare a 50% submittal and a 95% submittal of the construction documents for the City to review and provide comments. Once all comments are received by all entities involved, CobbFendley will finalize the construction documents for bidding.
7. Provide construction cost estimates at the following stages of design: preliminary, 50% submittal, 95% submittal and prior to bid (final).

Bid Phase

CobbFendley will:

1. Assist the City in obtaining bids for the project.
2. Address questions from potential bidders concerning the Project's construction documents and prepare addendums as necessary.
3. Attend and conduct a pre-bid meeting for potential bidders.
4. Evaluate the bids and qualifications of the apparent low bidder and provide a recommendation of award letter to City Staff.
5. Distribute digital plans and specifications for contractors on CivCast, an internet base bidding system.
6. Provide the City with hard copy set of plans and specifications as requested.

Construction Phase

CobbFendley will:

1. Attend and conduct a pre-construction conference for the project.
2. Review and respond to all submittals and request for information (RFI's) regarding the project improvements as required by the contract.
3. Review and process monthly pay applications and prepare change orders as necessary.
4. Make periodic site visits to observe the progress and quality of work are in accordance with the Contract Documents.
5. Conduct a final inspection of the project and prepare a punch list for the Contractor.

ADDITIONAL SERVICES

Construction Materials Testing

Construction materials testing will be performed by Terracon in accordance with the attached proposal.

Exclusions from the Scope Services:

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

- Performing utility record research on existing underground utilities, overhead utilities and pipeline crossings within project limits.
- Providing full time or part time on-site field representative (inspector) for the construction phase.
- Bidding project more than one time
- Any other services not specifically included within the description of the Basic Services or Additional Services as described above.

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

BASIS OF COMPENSATION

BASIC SERVICES

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

1. DESIGN PHASE (<i>Lump Sum</i>)	<u>\$33,515</u>
2. BID PHASE SERVICES (<i>Lump Sum</i>)	<u>\$3,000</u>
3. CONSTRUCTION PHASE – CONSTR. ADMIN (<i>Lump Sum</i>)	<u>\$5,490</u>
Subtotal (<i>Not to Exceed</i>)	\$42,000

Reimbursable Expenses

1. Reproduction, mileage, delivery charges, etc.	\$1,000
--	----------------

ADDITIONAL SERVICES

1. Materials Testing by Terracon (incl 10% markup)	<u>\$9,900</u>
Subtotal, Additional Services	\$9,900

TOTAL, Basic & Additional Svcs Including Reimbursables **\$52,900**

The Compensation for any other Additional Services which the City desires to be added to the work scope of the project shall be negotiated. Reimbursable items are included. Subconsultant invoices will be subject to a 10% administration charge. Services will be charged according to those personnel directly involved in providing the service, and will be rounded to the nearest half hour.

The following streets were identified as priority candidates for rehabilitation, by City Council District, as follows:

District A - North Campus Heights

District B – Volney

District C – Dalian Street

District D – Winding Way and Banana Street

Mayor - Maxwell

A visual survey was conducted, and street lengths and widths were measured. Additionally, observations and recommendations were formulated, as outlined below. Following the discussion a detailed cost estimated is provided, with two (2) options.

North Campus Heights

Street is a T – shaped street, paved in asphalt with concrete curb and gutter. The upper portion of the T has cul de sacs located on each end. The lower portion of the T measured 370 ft. long by 28 ft. wide. The upper portion measured 740 ft. long by 28 ft. wide. The cul de sacs were approximately 40 ft. wide. Calculated total square yards is 3,650. General asphalt condition is poor, with severe weathering of asphalt surface, exposing aggregate. Recommend milling 2 inches and overlay with 1.5 inches HMAC, Type D Asphalt. Estimate approximately 288 tons of asphalt. Cost estimate is \$37,640.

Volney

Street is partially asphalt paved, partially gravel. Paved portion measures 1,360 ft. long by 22 ft. wide. Unpaved portion is 420 ft. long by 22 ft. wide. Calculated total square yardage is 1,027 for the unpaved portion and 3,325 for the paved section. Asphalt condition is poor, with visible base failure and cracking. Unpaved portion is good. Recommend 2 inch milling of asphalt paving followed with 1.5 inch overlay. Unpaved portion should be blade leveled and crowned, followed by overlay with 2.0 inches HMAC, Type D Asphalt. Estimate approximately 370 tons asphalt. Cost estimate is \$44,520.

Dalian Street

Street is paved in asphalt, and is 1,850 ft. long by 24 ft. wide, for a total of 4,930 square yards. Asphalt condition is poor, with minor base failure and severe cracking and surface aging. Recommend 2 inch milling and 1.5 inch overlay with HMAC, Type D Asphalt. Estimate approximately 388 tons asphalt. Cost estimate is \$49,760.

Maxwell

Street is paved in asphalt, with a portion partially missing. The first portion of the street is in good condition. Repairs were measured from the missing pavement section to Bayou Road, and is 2,100 ft. long by 20 ft. wide, for a total of 4,667 square yards. Asphalt condition is poor, with minor base failure and severe cracking and surface aging. Recommend 2 inch milling and 2.0 inch overlay with HMAC, Type D Asphalt. Estimate approximately 490 tons asphalt. Cost estimate is \$65,218.

Banana Street

Street is paved in asphalt, and is 1,400 ft. long by 24 ft. wide, for a total of 3,360 square yards. Asphalt condition is good, with no visible base failure or cracking. Surface condition shows aging. No rehabilitation is recommended at this time. However, if desired, a 1.5 inch overlay with HMAC, Type D Asphalt. No milling is required. Estimate approximately 294 tons asphalt. Cost estimate is \$23,520.

Winding Way

Street is paved in concrete, with no curb or gutter. Street measures 1,500 ft. long by 20 ft. wide, for a total of 3,000 square yards. Condition is fair, with minor edge failure and severely weathered surface. However, street is not experiencing base failure or severe cracking. Because the surface cannot be overlaid with asphalt without cracks and other defects reflecting through over time, the entire pavement must be removed and replaced. It is doubtful if the subgrade is any stabilization or base due the age, therefore the subgrade must be stabilized and new concrete pavement must be installed. As shown in the follow-up detailed cost estimate, several additional costs are required to replace this street. Total cost to remove existing concrete, stabilize subgrade and replace with 6 inch reinforced concrete is \$246,670.

Discussion

Total cost to rehabilitate the streets selected for Districts A, B, C and the Mayor total 197,138. Total cost for the 2 streets selected for District D is \$270,190. Neither street selected for District D is in poor shape. A review of the Street Condition report presented to the council in the spring reveals a more suitable candidate for rehabilitation, and a significantly reduced cost. The following is a discussion of Martin Luther King Blvd.

Martin Luther King Blvd.

Street stretches from Ross Street to Oak Street. One portion in the center is in good to fair shape, therefore on the portions in poor condition are recommended for rehabilitation. The first portion stretches from Ross Street to a point 54 feet south of Shady lane, and measures 1,048 ft. long by 20 ft. wide, for a total of 2,096 square yards. The second portion runs from Banana Street to Oak Street, and measures 2,575 ft. long by 20 ft. wide, for a total of 5,150 square yards. Both sections total 7,246 square yards. Asphalt condition is poor, with minor base failure and severe cracking and surface aging. Recommend 2 inch milling and 1.5 inch overlay with HMAC, Type D Asphalt. Estimate approximately 490 tons asphalt. Cost estimate is \$82,924.

Option 1 – Original Proposed Streets

North Campus Heights – 3,650 SY

2" Mill – 3,650 SY@ \$4.00/SY \$14,600

1.5 " overlay – 288 tons @ \$80/T 23,040

Total \$37,640

Volney Street – 3,325 SY Paved – 1,027 SY Unpaved

2" Mill 3,325 SY @ \$4.00/SY \$13,300

1.5 " overlay – 262 tons @ \$80/T 20,960

2.0 " overlay – 108 tons @ \$95/T 10,260

Total \$44,520

Dalian Street – 4,930 SY

2" Mill – 4,930 SY@ \$4.00/SY \$18,720

1.5 " overlay – 388 tons @ \$80/T 31,040

Total \$49,760

Maxwell Street – 4,667 SY

2" Mill – 4,667 SY@ \$4.00/SY \$18,668

2.0 " overlay – 490 tons @ \$95/T 46,550

Total \$65,218

Banana Street – 3,733 SY

1.5 " overlay – 294 tons @ \$80/T \$ 23,520

Total \$23,520

Winding Way – 3,334 SY

Mobilize	\$15,000	
Traffic Control	15,000	
Remove Existing Concrete 3,334 SY @ \$6.00/SY	20,004	
Stabilize Subgrade 3,334 SY @ \$5.00/SY	16,670	
Lime – 76 Tons @175.00/Ton	13,300	
6 inch reinforced concrete 3,334 SY @ \$50/SY	<u>166,700</u>	
Total		\$246,670

Misc. Expenses

Mobilization for Asphalt Streets	\$25,000	
Testing (Asphalt and Concrete)	20,000	
Engineering	<u>70,000</u>	
Total		\$115,000

Grand Total Option 1 **\$582,328**

Option 2 – Delete Winding Way and Banana Street and substitute Martin Luther King Blvd.

North Campus Heights		\$37,640
Volney Street		44,520
Dalian Street		49,760
Maxwell Street		65,218
Martin Luther King Blvd. – 8,051 SY		
2" Mill – 8,051 SY@ \$4.00/SY	\$32,204	
1.5 " overlay – 634 tons @ \$80/T	<u>50,720</u>	
Total		\$82,924
Misc. Expenses		
Mobilization for Asphalt Streets	\$25,000	
Testing (Asphalt)	10,000	
Engineering	<u>42,000</u>	
Total		<u>\$ 77,000</u>
Grand Total Option 2		<u>\$357,062</u>



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**City of La Marque
Special Meeting Minutes
December 15, 2014**

Minutes of the Special Meeting of the City Council of the City of La Marque, Texas that was conducted on Monday, December 15, 2014 at 6:00 p.m. at 1109-B Bayou Road for purpose of considering the following agenda:

(1) Mayor Hocking called the meeting to order at 6:00 pm.

(2) ROLL CALL

Mayor Hocking
Mayor Pro-Tem Bell
Councilmember Lane
Councilmember Brown
Councilmember Trube

City Manager Buttler
City Attorney Ortego
City Clerk Eldridge

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Bell dispensed the invocation and led the Pledge of Allegiance.

(4) PRESENTATION

- a. Introduction of New Employee- Brittany Smith, Police Officer
- b. Introduction of New Employees-Rosemary Bell, Court Clerk and Jill Cutchin, Deputy Court Clerk
- c. Swear in and Administer Oath to Vicki King as the new Chief of Police

Mayor Hocking asked that Item 4a be addressed after the new Police Chief is sworn in. Municipal Court Judge Stephen Baker introduced and welcomed the new Deputy Court Clerk Jill Cutchin and also the new Municipal Court Clerk Rosemary Bell, who just recently achieved the certification of Court Clerk, Level III, which is the highest level of certification as a Municipal Court Clerk in the State of Texas. There is only one other Court Clerk in Galveston County that holds this Certification.

Judge Baker then introduced Vicki King, the new Police Chief for the City of La Marque and proceeded to administer the Oath of Office to her. Ms. Kings daughter pinned her badge on her. Chief King introduced and welcomed Brittany Smith, a new City of La Marque Police Officer, who has a TCLEOSE certification.



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Ms. King introduced family members present which included her sisters, two grandsons, granddaughter, niece, daughter and son in law and her mother, and acknowledged several other friends and colleagues that were also present.

"I am honored to be here as part of the La Marque family. Every officer in this room, I consider a brother or a sister, and we work and bond together to serve the citizens to enhance the quality of life for everyone in this room."

(5) CITIZEN'S PARTICIPATION

There were none.

(6) PUBLIC HEARING

- a. Conduct Public Hearing to hear public input regarding Ordinance No. **O-2014-0023**, amending Section 74.24 (a), Planning and Zoning Commission (a) Organization of Planning and Zoning Commission of the City of La Marque Code of Ordinances by authorizing City Council to appoint five (5) members and two (2) alternates to the Planning and Zoning Commission, per City Charter Amendment

Mayor Hocking closed the Special Meeting and opened the Public Hearing at 6:13 p.m.

No one spoke for or against.

Mayor Hocking closed the Public Hearing and reconvened to the Special meeting at 6:13 p.m.

(7) OLD BUSINESS

- a. Discussion/possible action regarding Ordinance No. **O-2014-0023**, amending Section 74.24 (a), Planning and Zoning Commission (a) Organization of Planning and Zoning Commission of the City of La Marque Code of Ordinances by authorizing City Council to appoint five (5) members and two (2) alternates to the Planning and Zoning Commission, per City Charter Amendment **THIS IS THE SECOND AND FINAL READING.**

**** Councilmember Bell made a motion to adopt Ordinance No. O-2014-0023.**

**** Councilmember Lane seconded the motion. MOTION CARRIED UNANIMOUSLY.**

- b. Discussion/possible action regarding the award of the purchase of portable and mobile radio equipment to Motorola in the amount of \$218,696.60 – Interim Police Chief K. Jackson

Mayor Hocking announced that there was going to be a reception immediately following the City Council meeting to welcome the new Police Chief and invited all to stay for cake and coffee.



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Councilmember Brown asked Lieutenant Jackson if he was on an advisory board or involved in the bidding process of the radios. To which Mr. Jackson commented that he was the lead on the creation of the RFP, based on assistance of Galveston County Emergency Communications and stated that he had also received some guidance from the City Manager. Discussion continued on portable radios, mainly the APX 4500 series, and the difference in the prices from each of the vendors. Mr. Brown asked if the radios from Motorola had been cap-tested.

George Ebelt, the Senior Account Manager for Motorola Solutions, reported that the APEX platforms, which includes the 7000 and the 4000's radios had been cap tested. "We were the first to do cap testing in the Project 25."

Councilmember Brown asked if Harris County was using the 4500's for testers, since they weren't for sale yet. Mr. Ebelt answered that the Harris County Sheriff's Department is predominately using the APEX 6000 portable radios and the APEX 6500 in mobile radios.

Councilmember Brown asked about the 4500's, and stated that this series is what the City wanted. Mr. Ebelt stated that the 4500 is next to the lowest tier mobile. "The mid-tier offers more features and more talk group capacity. I gave the City pricing on the low, medium and high tiers so that the City would be able to choose what best meets the needs of public safety."

Councilmember Brown continued by saying that the City wanted the lower tier version, that the City isn't that big, and that the lower tier radios have at least forty channels, then asked if the low tier has an encryption in it.

Mr. Ebelt answered "Yes, it does."

Councilmember Brown commented, "It is five hundred dollars higher than the regular radio, and it says in it in the specs."

Mr. Ebelt responded and said, "What I offered the City of La Marque was to provide the encryption in the radios that needed it, free of charge, so, that shouldn't be a concern to the City."

Mr. Brown responded "It is a concern to me. We had another company come in and it was kicked out for nonconformance of a finance package. So, you come in and offer free encryptions. That doesn't look good on your part."

Mr. Ebelt continued, "Why is that? We offered the same with the City of Dickinson in 1989, to help them out with their financial situation. It is a common practice for us to throw in features."



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Mr. Brown continued, "To me that is not good business."

Mr. Ebelt continued, "It is a five hundred dollar option, and I am offering it to the City for free of charge. We are offering a better package than what we do for the majority of the region."

Discussion continued about the price of the mics, the remote speaker mics, and that they were the same level of mic that most of the others were using within the region.

Councilmember Brown reported "When it comes time to vote, I am going to have to abstain, because I know this man personally, that has the radios. I have known him for twenty years. It's not right for me to vote for those radios, he couldn't compete here with the financial package."

Mr. Ebelt commented, "I would like to thank the City of La Marque for the opportunity to provide radio communications for your public safety groups, both Fire and Police. We responded initially, with our H-GAC offering, which is a non-bid. It is a bid through H-GAC Cooperative Purchasing. You guys put out a formal bid. We are without reproach, I have been doing this in Galveston County for over twenty years. I appreciate the opportunity. I have been working with you guys for a long time and you all have been Motorola customers for a long time, and I appreciate your business."

Councilmember Lane commented, "I have been presented with enough information to make a proper decision."

Councilmember Bell, "I had asked that this item be tabled so that the new Police Chief would have an opportunity to weigh in on this discussion that we have been having about radios. I have been a firefighter for seventeen years, and I understand the value of communication systems particularly in emergencies and in disasters. If you could give us a feel for your understanding and your preference as a police officer, with your communication systems."

Police Chief King commented, "Police radio communications are the single most important item that a police officer carries. It is more important than a weapon. It is more important than the bullets in his gun, the handcuffs that they carry or whatever else they may carry. The radios are the single most important thing. They are our lifeline. If they don't work, you don't get served and someone is going to get hurt. Many of the lives lost as the first responders in 9-11 were due to radios not working or not being able to communicate with each other. We are a small town and we have financial constraints that some of the other cities don't have, I understand this. In the case of an emergency, we will all be working together, with Texas City, Hitchcock, Dickinson and Galveston, we are not an island to ourselves. There is an advantage to all of us working from the same platform. It is essential that we are all able to communicate. I would advocate the Motorola product, the one that I have used my entire career."



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Further discussion included the City Manager going over the complete bidding process that was followed during this proposal for radios. Fire Chief Grimm was also questioned as his preference as far as radios were concerned. "I fully embrace and endorse this recommendation. I feel that Motorola is by far, the most superior of the two."

Councilmember Brown asked that a pre-job conference be scheduled in the future for these types of bidding processes, so that the City Council doesn't have to come out and air this out in the public.

** Councilmember Bell made a motion to award the bid of the purchase of portable and mobile radio equipment to Motorola in the amount of \$218,696.60.

** Councilmember Lane seconded the motion. **MOTION CARRIED WITH A VOTE OF 3 TO 1, WITH COUNCILMEMBER TRUBE OPPOSING AND 1 WITH COUNCILMEMBER BROWN ABSTAINING.**

Councilmember Brown repeated his reason for abstaining, which was that he was personal friends with one of the vendors (D & G) and his family.

(8) NEW BUSINESS

a. Discussion/possible action to approve a Post Issuance Compliance Policy and Procedure Manual on City of La Marque debts

** Councilmember Trube made a motion to approve a Post Issuance Compliance Policy and Procedure Manual on City of La Marque debts

** Councilmember Bell seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

b. Discussion/possible action to approve a set of Disclosure Procedures to ensure compliance with Federal and State securities laws

** Councilmember Lane made a motion to approve a set of Disclosure Procedures to ensure compliance with Federal and State securities laws

** Councilmember Bell seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

c. Discussion/possible action regarding authorizing City Manager to enter into an agreement with Cobb Fendley to proceed with the bidding/construction process for the 2014-2015 Streets Project

** Councilmember Lane made a motion authorizing City Manager to enter into an agreement with Cobb Fendley to proceed with the bidding/construction process for the 2014-2015 Streets Project

** Councilmember Bell seconded the motion. **MOTION CARRIED UNANIMOUSLY.**



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Mrs. Trube asked questions concerning whether anyone was aware of the conditions of the water and sewer lines below the streets, pipelines, a stipulation as to not have contractors working in the rain, and what the proposed contract entails and overtime of the contractors.

Brad Matlock of Cobb Fendley responded, "What we provided in the documents was our estimated cost based on our experience with some of the projects that we have done in the area within the past few months. We were asked by staff to remove a portion of the top and bring in new asphalt as a surface only, which is to mill and an overlay these streets. This is what we were asked to do. We have not been provided with any geotechnical reports. This price in the contract does not include any prices of the base of any of these streets."

City Manager Carol Buttler suggested that based on the supposed condition of some of the streets, and that all of the streets on this list are fairly equal in deterioration. We need to know if the city is interested in concrete or asphalt on some or all of the streets. We should meet with Cobb Fendley representatives and look at what a full design would be, then bring it back to City Council before we go out for a formal bid."

Mr. Matlock added, "I know what you want, and we can provide this. We can get you the full details to reconstruct, which, the reconstruction of all these roads will be at a higher price. I just want you all to be prepared for that. It will be City Council's decision of what roads get done and with what amount of money. I would rather you all wait until we get a proposal together, because what I provided tonight was just to get a bid together to get a contractor to do an overlay."

Councilmembers Lane and Bell both withdrew their motions. Motion was made by Councilmember Bell to table this item and seconded by Councilmember Lane. **MOTION CARRIED UNANIMOUSLY.**

- d. Discussion/possible action regarding the reappointment of Don Johnson to the Harris-Galveston-Subsidence for a two-year term

Mayor Hocking asked that this item be tabled until the first meeting in January. Councilmember Bell seconded. **MOTION CARRIED UNANIMOUSLY.**

(9) EXECUTIVE SESSION

There was no Executive Session

(10) REQUESTS AND ANNOUNCEMENTS

Councilmember Trube thanked all for attending. Welcomed Chief King to the City of La Marque. Shared the Bill of Rights, the first amendment. Wished everyone a Merry Christmas.

Councilmember Brown shared with everyone a Christmas sleigh that he has had built by Farmers and shared pictures with everyone. The Christmas Parade Marshall will ride and it will also be used for other activities.



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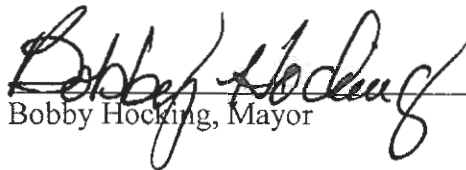
Councilmember Lane wished all a very Merry Christmas and a Happy New Year, and asked for a prayer for our country and our City and said the best is yet to come for the City of La Marque.

Mayor Pro-Tem Bell acknowledged the presence of the President of La Marque School Board, Nakeisha Paul, and said that prayers are with her and the school district along with support. "We have made history tonight. We have just sworn in the first female Police Chief in our City's history. I am extremely proud of you and I am excited about your leadership."

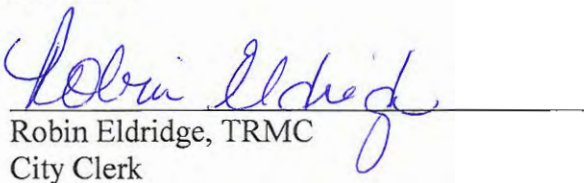
Mayor Hocking Congratulated Chief King also on her new position. "We are very fortunate that you came our way. We look forward to the improvements that you will make in our Police Department" Thanked her family for sticking with her and supporting her. He thanked David Pennington and the wonderful job that was done with the "Wreaths across America" ceremony, held this past Saturday. A special prayer for the family of Fred Heinemann, one of the founders of A & A Machines, who recently passed. Then wish everyone a very Merry Christmas.

(11) ADJOURNMENT

Councilmember Trube made a motion to adjourn. Councilmember Lane seconded the motion. **MOTION CARRIED UNANIMOUSLY.**


Bobby Hocking, Mayor

ATTEST:


Robin Eldridge, TRMC
City Clerk



CITY COUNCIL AGENDA FORM

Meeting Date: April 14, 2014

Agenda item: 4

Prepared by: Mike Morgan

Reviewed by: Carol Buttler

Department: Public Works

AGENDA ITEM DESCRIPTION: Discussion – Discussion of Street Improvements Project and provide City Manager with direction



Attachments:

1. Alphabetical lists of streets by Districts A, B, C, and D.

Staff Briefing:

- Public Works Staff has conducted and identified street reconstruction needs within each District.
- The information enclosed is to help City Council better understand potential complaints and road issues within their Districts.
- Within each District, staff has indicated where the majority of the complaints regarding street conditions are originating from.
- Included for the awareness of unrepaired streets identified in the original 2010-2011 Project I Program for rehabilitation and completed streets from the 2010-2011 Street Improvement Program.
- From this information, we would like for a list of streets to be identified by City Council to give direction to Staff as to their preferred streets that require rehabilitation within each District.
- Within the Districts, there are roads requiring major reconstruction that will be costly.
- \$350,000.00 has been budgeted FY 2013-2014 for street improvements. This amount will only cover the cost of one (1) large project such as Lawndale and Partridge, or Martin Luther King Boulevard or Maxwell and Bayou Ext.
- We could possibly do around 10 smaller roads with milling, patching and overlaying of the old street if City Council agrees.
- This information will be forwarded to Cobb Fendley Engineering with direction of City Council to develop a contract cost Scope of Services for reconstruction of each Street.
- Once a contract for services is developed, staff will bring it back to City Council for final approval.

History (if applicable):

- In the past, the City of La Marque has completed asphalt road repairs with the use of City staff. As experienced staff members and equipment diminished, the work was completed through the County interlocal agreement.
- **In 2006** - the Galveston County ended the interlocal agreement.
- **In 2010** - City staff developed a new Capital Road Program that was revised from an older program developed by Public Management.



CITY COUNCIL AGENDA FORM

- This information was forwarded LJA Engineering to develop projects for milling, patching and overlaying of some of the older streets.
- To save money, no preliminary engineering was conducted to evaluate sub soil conditions under the older streets.
- **May, 2011** - LJA Engineering released the Street Improvement Program Projects 1, 2 and 3.
- **July 11, 2011** - Project 1 (West La Marque) approved by City Council.
- **August 2011** - contracts were approved and construction started with the three programs.
- **September 26, 2011** - questions arose at the City Council meeting where LJA Engineering and City Staff discussed the road conditions and how the disrepair has accelerated on several streets in Project 1.
- **November 14, 2011** - Change Order 1 in the amount of \$133,000.00 was approved by City Council.
- Later in November, the work continued with Project 1. A dispute developed over Engineering and workmanship pertaining to Newman Road.
- **February, 2013** - City Council resolved the dispute and the funds that were designated for Newman Road were retained in the City's Capital Projects Fund.

Target Implementation: April 14, 2014 City Council Workshop

Significant Action Dates:

January 11, 2013 - A draft list of the updated street program was given to the City Manager and forwarded to City Council for review.

Action:

☐

Ordinance

☐

Resolution

☐

Proclamation

☐

Special Presentation

☐

Finance Report

☐

Public Hearing

☒

Work Shop/direction

Cost Details:

Street Capital Project Budget	\$350,000.00
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☒

Check box if there is no conflict with City Charter, ordinances, resolutions, or policies.

Staff's Recommendation: No action required, workshop only. Provide City Manager with direction.

Fiscal Impact: The use of the Capital Projects Funds will be reduced in order to complete the needed road repairs.

District A Streets

A	Albert St.	
A	Anita St.	
A	Ashley	
A	Bellview St.	
A	Bernice St.	
A	Boss St. (E. of Lake)	
A	Boss St. (W. of Lake)	
A	Brookshire St.	<u>Poor Condition</u>
A	Brown	<u>Poor Condition</u>
A	Camp Circle	
A	Campus Heights (North)	<u>Poor Condition</u>
A	Campus Heights (South)	
A	Casey	
A	Delany Rd. (N. of 1765- I-45)	
A	Edgar St.	<u>Poor Condition</u>
A	Garrett St. (Casey-Landale)	
A	Harlton N. (Casey -Deadend)	<u>Gravel Road</u>
A	Hoover	
A	Jackson - (E. of Lake)	
A	Jackson - (W. of Lake)	
A	Jefferson St.	
A	John Dr.	
A	Johnson St.	
A	Kansas St. (East of Lake)	
A	Kansas St. (West of Lake)	
A	Katherine St.	
A	Kenneth St.	
A	Lake Park Dr.	
A	Lake Rd (1765-Cedar)	
A	Lawndale (Fleming to Garrett)	<u>Poor Condition</u>
A	Layman Dr.	
A	Lindon St.	
A	Mar Ann St.	
A	Margot St.	
A	Mc Arthur Dr.	
A	Mc Kinney Dr.	
A	Mc Kinney Ext.(Fwy-Deadend)	
A	Pirtle St. (North of Cedar-Dead End)	
A	Nashby St.(Bayou-Porter)	
A	Newman Rd. (1765-I-45)	
A	Over	<u>Fair Condition</u>
A	Patricia St.	
A	Petroleum St.	
A	Porter St.	
A	Preston	
A	Raymond (Ashley-Virg.)	

A	Raymond St. (Virg.-Kath)		
A	Raymond St. (Kath.-Pat)		
A	Richard Cts.		
A	Roosevelt St.		
A	Rosadele St.		
A	Rosalee St. (E. of Lake)		
A	Rosalee St. (W. of Lake)		
A	Pirtle St. (North of Cedar to Deadend)		
A	Sparks St.		
A	Steveroy St.		
A	Stewart St.		
A	Stonewall St. (E. of Lake)		
A	Stonewall St. (W. of Lake)		
A	Taft St.		<u>Poor Condition</u>
A	Taylor Dr.		
A	Thompson St.		
A	Union St.		
A	Vauthier Rd. (1765-Ceader)		<u>Fair Condition</u>
A	Velma Place		<u>Poor Condition</u>
A	Verkin St.		
A	Veronica St. (N. of Cedar)		
A	Virginia St. (E. of Westward)		
A	Virginia St. (W. of Westward)		<u>Poor Condition</u>
A	Westward Ave. (1765-Cedar)		
A,B,D	Cedar Dr. (Lilac-I-45)		
A,C,D	Bayou Rd. (1765 - Magnolia)		<u>Base Failure Road Bulking</u>
A,B	Fleming St.		
A,B	Garrett St. (Landale-Partrdge)		
A,B	Harlton St. (N. of Lawndale)		<u>Fair Condition</u>
A,B	Kirby Dr.		
A,B	Lawndale (Garrett to Delany)		<u>Poor Condition</u>
A,B	Partridge St.		<u>Poor Condition</u>
A,D	1st St. (Bayou-Lilac)		
A,D	Lilac St.		

8 Incomplete Streets identified in the May 2011 program

4 Citizen complaints concerned with condition

13 New completed in 2011

District A

A	Albert St.
A	Anita St.
A	Ashley
A	Bellview St.
A	Bernice St.
A	Boss St. (E. of Lake)
A	Boss St (W. of Lake)
A	Brookshire St.
A	Brown
A	Camp Circle
A	Campus Heights (North)
A	Campus Heights (South)
A	Casey
A	Delany Rd. (N of 1765- I-45)
A	Edgar St.
A	Garrett St. (Casey-Landale)
A	Harlton N. (Casey -Deadend)
A	Hoover
A	Jackson - (E. of Lake)
A	Jackson - (W. of Lake)
A	Jefferson St
A	John Dr.
A	Johnson St.
A	Kansas St. (East of Lake)
A	Kansas St (West of Lake)
A	Katherine St.
A	Kenneth St.
A	Lake Park Dr.
A	Lake Rd (1765-Cedar)
A	Lawndale (Fleming to Garrett)
A	Layman Dr.
A	Lindon St.
A	Mar Ann St.
A	Margot St
A	Mc Arthur Dr.
A	Mc Kinney Dr.
A	Mc Kinney Ext. (Fwy-Deadend)
A	Pirtle St (North of Cedar-Dead End)
A	Nashby St (Bayou-Porter)
A	Newman Rd. (1765-I-45)
A	Over
A	Patricia St.
A	Petroleum St.
A	Porter St

A	Preston
A	Raymond (Ashley-Virg)
A	Raymond St. (Virg.-Kath)
A	Raymond St. (Kath.-Pat)
A	Richard Cts
A	Roosevelt St.
A	Rosadele St.
A	Rosalee St. (E. of Lake)
A	Rosalee St. (W. of Lake)
A	Pirtle St. (North of Cedar to Deadend)
A	Sparks St.
A	Steveroy St
A	Stewart St
A	Stonewall St. (E. of Lake)
A	Stonewall St (W. of Lake)
A	Taft St.
A	Taylor Dr.
A	Thompson St.
A	Union St
A	Vauthier Rd. (1765-Ceader)
A	Velma Place
A	Verkin St.
A	Veronica St. (N. of Cedar)
A	Virginia St. (E. of Westward)
A	Virginia St (W. of Westward)
A	Westward Ave. (1765-Cedar)
A,B	Fleming St
A,B	Garrett St. (Landale-Partrdge)
A,B	Harlton St (N. of Lawndale)
A,B	Kirby Dr.
A,B	Lawndale (Garrett to Delany)
A,B	Partridge St.
A,B,D	Cedar Dr (Lilac-I-45)
A,C,D	Bayou Rd. (1765 - Magnolia)
A,D	1st St. Bayou to Lilac
A,D	Lilac St

District B

B	Austin Dr.
B	Bonham Dr
B	Bowie Dr.
B	Brazos Ave.
B	Burnett Dr.
B	Byrd
B	Chimney Corners
B	Clark Dr.

B Clover Bend
 B Colorado
 B Crockett Dr.
 B Delany Rd. (S. of 1765-Citylimet)
 B Dowling Circle
 B Duroux Rd. (N. I-45)
 B Duroux Rd. (N. I-45)
 B Duroux Rd. (S. I-45 - Main)
 B Duroux Rd. (S. Main - Bayou)
 B Edgewood Dr.
 B Fairwood
 B Fannin Dr.
 B Goliad St.
 B Grebb St.
 B Harlton St. (S. of Lawndale)
 B Houston Dr. N.(Lake-Lamar)
 B Houston Dr. S.
 B Houston Dr. W.(Lamar-Magnolia)
 B Hutto St.
 B Jeridona St.
 B Kennedy
 B Lake Road (Cedar-Magnolia)
 B LaMar Dr. (Magnolia-Cedar)
 B Lazy Lane
 B Logan St.
 B Meadow Ln. (W. of Lake)
 B Melody Dr.
 B Merry Ln.
 B Milam St.
 B Mitchel St.
 B Moss St.
 B Newman Rd. (I-45- South of 519)
 B Pecos St.
 B Perthius Dr.
 B Perthius Farm Rd.
 B Pine Circle
 B Pine Forest
 B Pine Shadows
 B Prairie St.
 B Pyrtle (South of Cedar)
 B Rose Lane
 B Rosewood Lane
 B Strawn
 B Travis Cts.
 B Vauthier Rd. (Cedar-519)
 B Veronica St. (S. of Cedar)
 B Volney Rd.
 B Walker Rd.
 B Westward Ave. (Cedar-Fwy)

B Westwood Circle
 B Williams Dr.
 B,C Lake Road (Magnolia-519)
 B,C Magnolia St. (Lake-Coloradow)
 B,C Westward Ave. (Fwy-Main)
 B,C Westward Ave.(Main-Woodland)

District C

C 3rd St. (South of Poplar)
 C 4th Ave (S. of Main)
 C 5th Ave (S of Main)
 C 6th Ave. (S.of Main)
 C 7th Ave. (S. of Main)
 C 8th Ave (S of Main)
 C 9th Ave.
 C 10th Ave (N. of Main)
 C 10th Ave. (S. of Main)
 C 11th Ave
 C 12th Ave. (N. of Main)
 C 12th Ave (S. of Main)
 C Ash St.
 C Bayou Rd (Magnolia-Main)
 C Bayou Rd. (Main-Fwy.)
 C Bayou Rd Ext (Fwy to Maxwell St)
 C Bayou Rd Ext (Maxwell to Deadend)
 C Beech St
 C Beyris St.
 C Bogatto St.
 C Briar Ln
 C Broadmoor Cir.
 C Carriage Lane
 C Cedar Dr (Laurel-Forman)
 C Charity St.
 C Colonial Dr.
 C Corbett St.
 C Dalian St.
 C Delmar Dr.
 C Dolrege
 C Downey St.
 C Edna St
 C Eriksson Ave.
 C Florence St.
 C Foreman St (Neuman-Magnolia)
 C Franklin St. (S. of I-45)
 C Franklin St. (S. of Main)
 C Glendale St.

C	Howell (519-Holly)
C	Howell (Threlkeld- Cedar)
C	Irada St.
C	Irene St.
C	Lenz Dr.
C	Little St.
C	Lonestar Ln.
C	Longridge Dr.
C	Lowe St.
C	Magnolia St. (Fwy-Lake)
C	Magnolia St. (Bayou-Howell)
C	Mahan Park Rd.
C	Maxwell St.
C	May St.
C	Meadow Ln. (E. of Lake)
C	Montgomery St.
C	Mora Ln.
C	Municipal Dr.
C	Norman St.
C	Oaklawn Dr.
C	Oleander Circle
C	Oleander Dr.
C	Orange St. (12th Ave.-9th)
C	Palm St. (Main -Walnut)
C	Palm St. (Ross-Main)
C	Pessara St.
C	Plum St. (12th-10th)
C	Poplar St.
C	Possum Trot
C	Prune St. (12th-10th Ave.)
C	Redbud Ln.
C	Ross Ave. (Howell-Laurel)
C	Ryan St.
C	Scott St. (Lake-Bayou)
C	Scott St. (Bayou-Howell)
C	Scott St. (Howell-Laurel)
C	Southlawn Circle
C	Sycamore St. (Ross-Holly)
C	Sycamore St. (Ross-Scott)
C	Sylvia St.
C	Trinity Circle
C	Walnut (7th Ave.-4th Ave)
C	Walnut (Palm-8th Ave)
C	Westward Ave.(Woodland-Deadend)
C	Woodland St. (Lake-Trinity)
C	Woodland (Trinity-Westward)
C	Yupon (Laura-Cedar)
C,D	Cedar Dr. (Forman-Bayou)
C,D	Foreman St. (Cedar-Neuman)

C,D	Holly St. (Laurel-Howell)
C,D	Howell (Holly-Threlkeld)
C,D	Laurel (Bayou-First)
C,D	Laurel (First-Cedar)
C,D	Laurel (First-Cedar)
C,D	Laurel (Cedar-Ross)
C,D	Laurel (Ross-Mont.)
C,D	Laurel (Mont.-Main)
C,D	Magnolia St. (Coloradow-Bayou)
C,D	Neuman St.
C,D	Sunset Lane
C,D	Threlkeld Lane
C,D	Yupon (Sunset-Laura)

District D

D	1st Ave
D	1st St. Bayou To FM 1765
D	2nd St. (Between ave A and D)
D	2nd St. (Between Laurel and Hwy 3)
D	Marten Luther King Boulevard
D	3rd St (Between A and B)
D	4th Ave (N of Oak)
D	4th Ave. (S. of Oak)
D	5th Ave. (N of Oak)
D	6th Ave (N of Main)
D	7th Ave. (N. of Main)
D	Amato St.
D	Marten Luther King
D	Ave A
D	Ave. B
D	Ave. C
D	Ave. D
D	Azalea Cts. (N. of Holly)
D	Azalea Cts. (S of Holly)
D	Azalea Dr. (W. of Ross)
D	Azalea Dr. (E. of Ross)
D	Banana St.
D	Beatrice St.
D	Benson St. (From Laurel)
D	Blackstone
D	Bluebonnet Dr.
D	Carolyn St.
D	Carter Lane
D	Cedar Dr. (1765-Laurel)
D	Cedar Dr. (Bayou-Lilac)
D	Cherry St.

D	Chestnut
D	Chip St.
D	Circle Dr (Geo-Aza)
D	Circle Dr. (FM 1765-George)
D	Cora St.
D	Coronado Circle
D	Cypress
D	Demolay Dr.
D	Elaine St. (E. of Ross)
D	Elaine St. (W. of Ross)
D	Eleanor St.
D	Elm
D	Elmo St.
D	Estates Dr.
D	Evergreen
D	Franlee St.
D	George St.
D	Grafton
D	Hackberry St.
D	Hathaway St.
D	Hawthorne
D	Holly St. (Elaine-Maple)
D	Holly St. (Maple-Hwy 3)
D	Holly St. (Hwy 3-Laurel)
D	Holman St. (N. of Azalea)
D	Holman St. (S. of Azalea)
D	Honeysuckle Dr.
D	Honeysuckle (Ross-Holman)
D	Honeysuckle (Holman-Circle)
D	Honeysuckle (Ross-Holman)
D	Horseshoe Bend
D	Hudler St.
D	Industrial St.
D	Kirsten St.
D	Larcom Lane
D	Lee Dr.
D	Linton St.
D	Lyric Ln.
D	Maple St. (Cedar-Ross)
D	Maple St. (Ross-Banana)
D	Meyer St.
D	Muriel Dr.
D	Nanlee St.
D	Oak St. (1765-Cedar)
D	Oak St. (Cedar-Ross)
D	Oak St. (Ross-Main)
D	Orange St. (Laurel-Hwy 3)
D	Park St.
D	Parr Lane

D	Pear St. (E. of Oak)
D	Pear St. (W. of Oak)
D	Plum St. (Oak-1st ave.)
D	Prune (Laurel-Hwy3)
D	Prune St. (3rd-1st.)
D	Retama St.
D	Rhodora St.
D	Robbie St. (E. of Ross)
D	Robbie St. (W. of Ross)
D	Rosedale St.
D	Ross Ave. (Laurel-1765)
D	Ross Ext.
D	Ruslee St.
D	Saralee
D	Shady Lane (E. of Maple)
D	Shady Lane (W. of Maple)
D	Shirley Dr.
D	Spruce St.
D	Stubbs St.
D	Studio Dr.
D	Tallow Square
D	Westerlage St.
D	Winding Way
D	Winnie St.
D	Wisteria St.
D	Yupon (Hwy 3- Sunset)

District B Streets

B	Avenue A (North of 1764)		<u>Fair Condition</u>
B	Austin Dr.		
B	Bonham Dr.		
B	Bowie Dr.		
B	Brazos Ave.		
B	Burnett Dr.		<u>Poor Condition</u>
B	Byrd		
B	Chimney Corners		<u>Poor Condition</u>
B	Clark Dr.		<u>Poor Condition</u>
B	Clover Bend		
B	Colorado		
B	Crockett Dr.		
B	Delany Rd. (S. of 1765-Citylimet)		
B	Dowling Circle		
B	Duroux Rd. (N. I-45)		
B	Duroux Rd. (S. I-45 - Main)		
B	Duroux Rd. (S. Main - Bayou)		<u>Poor Condition</u>
B	Edgewood Dr.		
B	Fairwood		
B	Fannin Dr.		
B	Goliad St.		
B	Grebb St.		
B	Harlton St. (S. of Lawndale)		<u>Fair Condition</u>
B	Houston Dr. N.(Lake-Lamar)		
B	Houston Dr. S.		
B	Houston Dr. W.(Lamar-Magnolia)		
B	Hutto St.		<u>Poor Condition</u>
B	Jeridona St.		
B	Kennedy		
B	Lake Road (Cedar-Magnolia)		
B	LaMar Dr. (Magnolia-Cedar)		
B	Lazy Lane		
B	Logan St.		<u>Poor Condition</u>
B	Meadow Ln. (W. of Lake)		<u>Poor Condition</u>
B	Melody Dr.		
B	Merry Ln.		
B	Milam St.		
B	Mitchell Ln.		<u>Fair Condition</u>
B	Moss St.		
B	Newman Rd. (I-45- South of 519)		
B	Pecos St.		
B	Perthius Dr.		
B	Perthius Farm Rd.		
B	Pine Circle		<u>Fair Condition</u>
B	Pine Forest		

B	Pine Shadows		
B	Prairie St.		
B	Pyrtle (South of Cedar)		
B	Rose Lane		<u>Poor Condition</u>
B	Rosewood Lane		
B	Strawn		<u>Gravel Road</u>
B	Travis Cts.		
B	Vauthier Rd. (Cedar-519)		
B	Veronica St. (S. of Cedar)		
B	Volney Rd.		<u>Gravel Road</u>
B	Walker Rd.		<u>Poor Condition</u>
B	Westward Ave. (Cedar-Fwy)		
B	Westwood Circle		<u>Concrete Curve failing apart</u>
B	Williams Dr.		
A,B,D	Cedar Dr. (Lilac-I-45)		
A,B	Fleming St.		
A,B	Garrett St. (Landale-Partridge)		
A,B	Harlton St. (N. of Lawndale)		<u>Fair Condition</u>
A,B	Kirby Dr.		
A,B	Lawndale (Garrett to Delany)		<u>Poor Condition</u>
A,B	Partridge St.		<u>Poor Condition</u>
B,C	Lake Road (Magnolia-519)		
B,C	Magnolia St. (Lake-Coloradow)		
B,C	Westward Ave. (Fwy-Main)		
B,C	Westward Ave. (Main-Woodland)		

11 Incomplete Streets identified in the May 2011 program

4 Citizen complaints concerned with condition

6 New completed in 2011

District C Streets

C	3rd St. (South of Poplar)		
C	4th Ave. (S. of Main)		
C	5th Ave. (S. of Main)		
C	6th Ave (S of Main)		
C	7th Ave. (S. of Main)		
C	8th Ave. (S. of Main)		
C	9th Ave		<u>Poor Condition</u>
C	10th Ave. (N. of Main)		
C	10th Ave. (S. of Main)		
C	11th Ave.		
C	12th Ave. (N. of Main)		
C	12th Ave. (S of Main)		
C	Ash St.		
C	Bayou Rd. (Magnolia-Main)		
C	Bayou Rd. (Main-Fwy)		
C	Bayou Rd Ext (Fwy to Maxwell St)		
C	Bayou Rd Ext (Maxwell to Deadend)		<u>Poor Condition</u>
C	Beech St		
C	Beyris St		
C	Bogatto St.		
C	Briar Ln		
C	Broadmoor Cir		
C	Carriage Lane		<u>Poor Condition</u>
C	Cedar Dr. (Laurel-Forman)		
C	Charity St.		
C	Colonial Dr		
C	Corbett St.		
C	Dalian St.		<u>Poor Condition</u>
C	Delmar Dr		
C	Dolrege		
C	Downey St.		<u>Fair Condition</u>
C	Edna St.		
C	Eriksson Ave		
C	Florence St.		
C	Foreman St. (Neuman-Magnola)		
C	Franklin St (S of I-45)		
C	Franklin St. (S. of Main)		
C	Glendale St.		
C	Howell (519-Holly)		
C	Howell (Threlkeld- Cedar)		
C	Irada St.		
C	Irene St.		
C	Lenz Dr.		
C	Little St		
C	Lonestar Ln.		
C	Longridge Dr.		

C	Lowe St.		
C	Magnolia St. (Fwy-Lake)		
C	Magnolia St. (Bayou-Howell)		
C	Mahan Park Rd.		
C	Maxwell St.		<u>Poor Condition</u>
C	May St.		
C	Meadow Ln. (E. of Lake)		
C	Montgomery St.		
C	Mora Ln.		
C	Municipal Dr.		
C	Norman St.		<u>Poor Condition</u>
C	Oaklawn Dr.		
C	Oleander Circle		
C	Oleander Dr.		<u>Poor Condition</u>
C	Orange St. (12th Ave.-9th)		
C	Palm St. (Main -Walnut)		
C	Palm St. (Ross-Main)		
C	Pessara St.		<u>Poor Condition</u>
C	Plum St. (12th-10th)		
C	Poplar St.		
C	Possum Trot		
C	Prune St. (12th-10th Ave.)		
C	Redbud Ln.		
C	Ross Ave. (Howell-Laurel)		
C	Ryan St.		<u>Poor Condition</u>
C	Scott St. (Lake-Bayou)		<u>Poor Condition</u>
C	Scott St. (Bayou-Howell)		
C	Scott St. (Howell-Laurel)		
C	Southlawn Circle		
C	Sycamore St. (Ross-Holly)		
C	Sycamore St. (Ross-Scott)		
C	Sylvia St.		
C	Trinity Circle		
C	Walnut (7th Ave.-4th Ave)		
C	Walnut (Palm-8th Ave)		
C	Westward Ave.(Woodland-Deadend)		<u>Poor Condition</u>
C	Woodland St. (Lake-Trinity)		
C	Woodland (Trinity-Westward)		
C	Yupon (Laura-Cedar)		
A,C,D	Bayou Rd. (1765 - Magnolia)		<u>Base Failure Road Bulking</u>
B,C	Lake Road (Magnolia-519)		
B,C	Magnolia St. (Lake-Coloradow)		
B,C	Westward Ave. (Fwy-Main)		
B,C	Westward Ave.(Main-Woodland)		
C,D	Cedar Dr. (Forman-Bayou)		
C,D	Foreman St. (Cedar-Neuman)		
C,D	Holly St. (Laurel-Howell)		
C,D	Howell (Holly-Threlkeld)		
C,D	Laurel (Bayou-First)		

C,D	Laurel (Fitst-Ceader)
C,D	Laurel (Cedar-Ross)
C,D	Laurel (Ross-Mont)
C,D	Laurel (Mont.-Main)
C,D	Magnolia St. (Coloradow-Bayou)
C,D	Neuman St.
C,D	Sunset Lane
C,D	Threlkeld Lane
C,D	Yupon (Sunset-Laura)

0	Incomplete Streets identified in the May 2011 program
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5	Citizen complaints concerned with condition
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4	New completed in 2011
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District D Streets

D	1st Ave.	
D	1st St. Bayou To FM 1765	
D	2nd St. (Between ave A and D)	
D	2nd St. (Between Laurel and Hwy 3)	
D	3rd St. (Between A and B)	
D	4th Ave. (N. of Oak)	
D	4th Ave. (S. of Oak)	
D	5th Ave. (N. of Oak)	
D	6th Ave. (N. of Main)	
D	7th Ave. (N. of Main)	
D	Amato St.	
D	Ave. A	
D	Ave. B	
D	Ave. C	
D	Ave. D	
D	Azalea Cts. (N. of Holly)	<u>Poor Condition</u>
D	Azalea Cts. (S. of Holly)	<u>Poor Condition</u>
D	Azalea Dr. (W. of Ross)	
D	Azalea Dr. (E. of Ross)	
D	Banana St.	<u>Fair Condition</u>
D	Beatrice St.	
D	Benson St. (From Laurel)	
D	Blackstone	<u>Poor Condition</u>
D	Bluebonnet Dr.	
D	Carolyn St.	
D	Carter Lane	<u>Poor Condition</u>
D	Cedar Dr. (1765-Laurel)	
D	Cedar Dr. (Bayou-Lilac)	
D	Cherry St.	
D	Chestnut	
D	Chip St.	
D	Circle Dr (Geo-Aza)	
D	Circle Dr. (FM 1765-George)	
D	Cora St.	
D	Coronado Circle	
D	Cypress	
D	Demolay Dr.	<u>Poor Condition</u>
D	Elaine St. (E. of Ross)	
D	Elaine St. (W. of Ross)	
D	Eleanor St.	
D	Elm	
D	Elmo St.	
D	Estates Dr.	
D	Evergreen	
D	Franlee St.	
D	George St.	

D	Grafton		
D	Hackberry St.		
D	Hathaway St.		
D	Hawthorne		
D	Holly St. (Elaine-Maple)		
D	Holly St. (Maple-Hwy 3)		
D	Holly St. (Hwy 3-Laurel)		
D	Holman St. (N of Azalea)		
D	Holman St. (S. of Azalea)		
D	Honeysuckle Dr.		
D	Honeysuckle (Ross-Holman)		
D	Honeysuckle (Holman-Circle)		<u>Poor Condition</u>
D	Honeysuckle (Ross-Holman)		
D	Horseshoe Bend		
D	Hudler St.		
D	Industrial St		
D	Kirsten St.		
D	Larcom Lane		
D	Lee Dr.		
D	Linton St		
D	Lyric Ln.		
D	Marten Luther King Boulevard		<u>Poor Condition</u>
D	Marten Luther King		
D	Maple St (Cedar-Ross)		
D	Maple St. (Ross-Banana)		
D	Meyer St		
D	Muriel Dr.		
D	Nanlee St.		<u>Poor Condition</u>
D	Oak St. (1765-Cedar)		
D	Oak St. (Cedar-Ross)		
D	Oak St (Ross-Main)		
D	Orange St. (Laurel-Hwy 3)		
D	Park St.		
D	Parr Lane		
D	Pear St. (E. of Oak)		
D	Pear St. (W. of Oak)		
D	Plum St. (Oak-1st ave.)		
D	Prune (Laurel-Hwy3)		
D	Prune St. (3rd-1st.)		
D	Retama St		
D	Rhodora St.		
D	Robbie St. (E. of Ross)		
D	Robbie St. (W. of Ross)		
D	Rosedale St.		
D	Ross Ave. (Laurel-1765)		
D	Ross Ext.		
D	Ruslee St.		
D	Saralee		

D Shady Lane (E. of Maple)
 D Shady Lane (W. of Maple)
 D Shirley Dr.
 D Spruce St.
 D Stubbs St.
 D Studio Dr.
 D Tallow Square
 D Westerlage St.
 D Winding Way
 D Winnie St.
 D Wisteria St.
 D Yupon (Hwy 3- Sunset)
 A,B,D Cedar Dr. (Lilac-I-45)
 A,C,D Bayou Rd. (1765 - Magnolia)
 A,D 1st St. (Bayou-Lilac)
 A,D Lilac St.
 C,D Cedar Dr. (Forman-Bayou)
 C,D Foreman St. (Cedar-Neuman)
 C,D Holly St. (Laurel-Howell)
 C,D Howell (Holly-Threlkeld)
 C,D Laurel (Bayou-First)
 C,D Laurel (First-Cedar)
 C,D Laurel (Cedar-Ross)
 C,D Laurel (Ross-Mont.)
 C,D Laurel (Mont.-Main)
 C,D Magnolia St. (Coloradow-Bayou)
 C,D Neuman St.
 C,D Sunset Lane
 C,D Threlkeld Lane
 C,D Yupon (Sunset-Laura)

Base Failure Road Bulking

0 Incomplete Streets identified in the May 2011 program

3 Citizen complaints concerned with condition

15 New/ completed in 2011



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**City of La Marque
Workshop Minutes
April 14, 2014**

Minutes of the City Council Workshop Meeting of the City of La Marque, Texas that was conducted on Monday, April 14, 2014 at 3:30 p.m. at 1109-B Bayou Road for purpose of considering the following agenda:

(1) Mayor Hocking called the meeting to order at 3:30 pm.

(2) ROLL CALL

**Mayor Hocking
Mayor Pro-Tem Bell
Councilmember Brown
Councilmember Trube
Councilmember Osteen**

**City Manager Buttler
City Attorney Ortego
City Clerk Eldridge**

(3) Mayor Hocking postponed the invocation and the Pledge of Allegiance until the regular meeting at 6:00 p.m.

(4) Discussion – Discussion of Street Improvements Project and provide City Manager with direction-

Public Works Direct Mike Morgan presented in the packet the latest assessment of the streets that need improvements. He reported that the engineering costs alone would probably consume up the majority of the money that was budgeted for the street improvements project. He then suggested maybe two streets from each District be given as suggested streets to receive improvements. Some of the streets already have cost analysis, previously prepared, but it was noted, that those costs from awhile back, and may not be accurate at this time. The first street Councilmember Bell of District "A" suggested was Campus Heights. The estimate cost to overlay only, was \$30,000.00 to \$35,000.00. "That would be my number one priority, but, I am willing to tackle a street in the spirit of cooperation, a street that has multiple districts in it, and that would be Bayou. It is a main thoroughfare, high traffic, well-traveled street. I'd be willing to submit those two streets, initially, then wait to hear form the rest of Council has a chance to speak."

Councilmember Osteen asked, "The \$350,000, is that money left over and is there any reason why we haven't spent it before now? "

Mr. Morgan said, "It is my understanding, that it is the original money that was left over from the bonds from 2007 and 2006, I believe. Some of it was in reserve for Cedar Drive."



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City Manager Carol Buttler commented, "It was my understanding when we spoke about street improvements last year, most of the streets were in this end of town, there were a couple of through streets and the goals that were very important was to get those completed, to see what was left. When it came to budget, we just carried that money over to be used on streets, until we used the money. We need to use that money within a certain period of time. Evidently, there were some delays with the start. Mr. Osteen asked if the \$350,000.00 included the \$170,000.00 set aside for Newman Road. He said that that money should stay in District A, and that he spent a lot of time getting that money reimbursed and that street ran in front of his business.

Councilmember Osteen added, "The only street that I have is Volney Road, every citizen should have a paved street". That portion was said to have a cost analysis of around \$20,000.00.

It was discussed that Bayou Road would be a big project, and that it should be discussed in the budget process. Also recommended was to do less streets and get the engineering done on them, put more materials on them so the city doesn't have to come back in three or four years and redo them. Mr. Morgan agreed to pick a few streets per district, let the engineer look at those then come back to City Council with what it would cost do the engineering and design for those streets.

Recommendation was made to hold back the refunded \$170, 000.00 for District A.

Councilmember Trube asked whether it had been considered to have streets that are in need of repairing or improving, to be done in brick. It was determined that the costs associated with this would double.

Councilmember Trube added Dalian to the list of streets and then Maxwell, which is the street leading to Highland Bayou Park. A cost analysis of \$35,000.00 was said it would cost for Dalian. She then recommended that if there was any money left over, the city should replace or repair to their original condition some of the driveways and sidewalks that have been destroyed by the City in the process of replacing lines. Mr. Morgan replied that several driveways and sidewalks have been replaced recently.

Councilmember Brown added a portion of Banana Street to the list, which would include paving a portion of the driveways abutting Banana Street to both Savage Tank and also Farmers businesses. There was no cost analysis available for this. They would look into this area. A two block section of Martin Luther King Drive. It was said that most of that road was just patch over patch, it was said that this alone could cost \$300,000.00. Then they discussed a few of the streets after turning left off of Banana Street, just two blocks in need of being resurfaced. Texas Avenue and Wind Way, bout fifty feet section. Maxwell and Martin Luther King and Bayou were suggested to be added to the second round of streets to be improved. Discussion continued as to depending on what condition Maxwell is in once the pipeline is placed in this area, as per agreement for Dow Pipeline to restore the street to its normal stage. It was directed for the Public Works Director to get with the engineers for possible giving us some quality site bids related to



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the repairs and improvements of Campus Heights North, Volney, and Dalian Streets along with the fifty foot section of Wind Way.

For informational purposes, looking into the use of brick in certain areas of the City was given as direction, with Bayou Street mentioned, as a possible street. Further discussion included with the possibility of working with a consultant to help the city see five, ten or fifteen years down the road.

Mayor Hocking recessed the first portion of the meeting at 4:16 p.m.

Mayor Hocking reconvened o to the second portion of the meeting at 5:15 p, m.

(5) Discussion – Discussion with the Cemetery Board regarding the fence surrounding the La Marque Cemetery and provide City Manager with direction.

Cemetery Board Chairman David Pennington, Board members Bim Crowder and Peggy Phillips were also in attendance along with Pastor Doug of Paul's Union Church.

Councilmember Brown and Pastor Doug shared photos of the existing fence surrounding the La Marque Cemetery. The Cemetery Board met and decided that they would like to go with the same type of fence that is currently there, which is a six foot, commercial grade, chain link fence. Long the back side of the cemetery where it backs up to houses, they would like to see some barbed wire over the top of the fence to protect some of those houses. They were looking at heavy two inch line posts, with knees. They had also discussed an ornamental front, but it is not something that they have to have, or maybe an arch over the existing brick wall. In 2013, the estimate was \$37,265.00. Pastor Doug said his only concern was when they were talking about putting in a gate. The church actually paved the parking area, and it was part of the agreement that they would have access to the parking. The church is trying to prevent any issues from occurring. It was discussed that there need not be a gate, unless the city is planning on setting up certain times that the cemetery can be accessed; recommending from dusk to dawn. It was further discussed that this could be added to the cemetery rules or in ordinance form. Discussion continued about the shrubbery that will remain after the existing fence comes down and whether or not the neighbors want that buffer there to keep from viewing a cemetery. It was talked about that the old posts and fence could be taken in as scrap metal and can use that to help purchase the new fence if needed. It was further discussed that a new survey be obtained to see if the cemetery is utilizing all of the property that they are supposed to be using. In some areas it is up to ten feet short. A few of the homeowners have replaced their fences, and have encroached onto the cemetery area. A survey of this area should be included in the bid proposal.

Councilmember Brown showed more pictures clearly showing that some of the homeowners have fenced in parts of the right of way along the cemetery in certain areas. Other concerns included dogs that are currently in homeowner's yards, and what needs to be done to control them, when the fence is removed. Pictures also revealed that trees have grown into the existing fence in some areas. Part of the fence is hanging almost to the ground in some of the pictures in a particular area of the fence, and then added, "Whoever replaces this fence will have a big job to do."



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Councilmember Osteen asked, "With all of the homeowners that tie into this cemetery fence, who is going to move their fence back?"

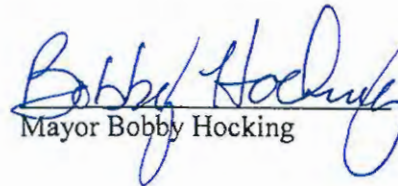
It was determined that the first thing to do is to obtain a survey, and if it is found that the owners have tied into this fence, it will be the homeowners cost and responsibility to replace the fence to where it needs to be situated on their property.

It was the consensus to bring back the proposed fence (s) bid packet also and the "dusk to dawn" verbiage addition to the cemetery rules and regulations.

(6) ADJOURNMENT

** Councilmember Trube made a motion to adjourn at 5:33 p.m.

** Mayor Hocking seconded the motion. **MOTION CARRIED UNANIMOUSLY**


Mayor Bobby Hocking

ATTEST:


Robin Eldridge, TRMC
City Clerk