



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 Robert Michetich- District C
Councilmember Clent Brown- District D

OFFICIALLY POSTED ON THE WEB: DATE: 5.6.16 TIME: 1:00 p.m.
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ORDINANCE NO. O-2016-007
RESOLUTION NO. R-2016-008

CITY COUNCIL REGULAR AGENDA

Notice is hereby given that the City Council of the City of La Marque, Texas will conduct a Regular Meeting on **Monday, May 9, 2016** at 6:00 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) PRESENTATIONS, PROCLAMATIONS AND RECOGNITIONS**
 - a. Presentation – La Marque Clean City Commission – Anti-Litter Poster and Essay Contest Winners
 - b. Clean City Report- Nancy Polk Chairman- Clean City Committee
 - c. Public Recognition of City Employees:
LA MARQUE POLICE DEPARTMENT:
Lieutenant Shawn Spruill
Lieutenant Chad Waggoner
“Police Officer of the Year” – Jesse Guzman
PUBLIC SERVICES DEPARTMENT:
Field Foreman Joe Mose
Maintenance Technician Roy Robinson
- (5) CITIZEN’S PARTICIPATION (Limited to three minutes per person)**

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 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.



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(6) **CONSENT AGENDA** *(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)*

- a. Special Workshop City Council Minutes of April 11, 2016.
- b. Regular City Council Minutes of April 11, 2016.
- c. Discussion/possible action regarding amending the Workshop Minutes of March 7, 2016.

(7) **PUBLIC HEARING (S)**

- a. Conduct Public Hearing to hear public input regarding Ordinance No. **O-2016-005**, authorizing the Issuance and Sale of the City of La Marque, Texas, Tax and Revenue Certificates of Obligation, Series 2016; Levying a Tax and Providing for the Security and Payment Thereof; and Enacting Other Provisions Relating Thereto.

(8) **OLD BUSINESS**

- a. Discussion/possible action regarding Ordinance No. **O-2016-005**, authorizing the Issuance and Sale of the City of La Marque, Texas, Tax and Revenue Certificates of Obligation, Series 2016; Levying a Tax and Providing for the Security and Payment Thereof; and Enacting Other Provisions Relating Thereto – Finance Director S. Kou. **THIS IS THE FIRST AND FINAL READING.** (As per Section 1201.028 Texas Government Code)

(9) **NEW BUSINESS**

- a. Discussion/possible action regarding Ordinance No. **O-2016-006**, approving the recommendation as forwarded from Planning and Zoning Commission for a rezoning classification from R-1 Residential to C-1 General Commercial, for a 21.39 acre portion of a 217.0 acre tract, described as ABST 2 SF AUSTIN LEAGUE (south of Mitchell, east of FM 2004) – Public Services Director L. Rumburg **THIS IS THE FIRST READING.**
- b. Discussion/possible action regarding Resolution No. **R-2016-007**, approving the issuance of Bonds by the Galveston County Municipal Utility District #68 – City Manager C. Buttler
- c. Discussion/possible action regarding adopting Resolution No. **R-2016-008** denying CenterPoint’s application to amend its Distribution Cost Recovery Factor (“DCRF”) to Increase Distribution Rates within the City of La Marque – City Manager C. Buttler
- d. Discussion/possible action regarding Ordinance No. **O-2016-007** to amend 2015-16 Budget for police, development services, legal services expenditures by decreasing General Fund and Utility Fund, Fund balances and increase certain expenditures to individual budget accounts in General Fund and Utility Fund as set forth in attached Exhibit “A” – Finance Director S. Kou **THIS IS THE FIRST READING**
- e. Discussion/possible action regarding authorizing the Police Chief to increase the K-9 patrol



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program by one (1) K-9 team by acquiring an additional K-9 police service animal. The project will be effective and funded no later than October 1, 2016 – Police Chief K. Jackson

- f. Receive staff report/discussion regarding operations and maintenance as outlined in the City's 2002 "Drainage Study" – Public Services Director L. Rumburg
- g. Discussion/possible action regarding a Social Media Policy for the City of La Marque – Councilmember Lane

(10) AWARDS OF BIDS/CONTRACTS

- a. Discussion/possible action regarding award of Bid # LM 05-16 "Aeration Basin Cleaning" to Polston Applied Technologies in an amount Not-To-Exceed \$40,000 – Public Services L. Rumburg
- b. Discussion/possible action regarding approval of disaster debris clearance and removal contractors Crowder Gulf and TFR, respectively, as awarded through H-GAC Request for Proposals – City Manager C. Buttler/Emergency Management Coordinator C. Warren
- c. Discussion/possible action regarding ratifying the City Manager's approval of a Change Order to the demolition contract, previously awarded to Grant Mackay, Inc., for 1101 Delmar (La Marque School) in the amount of \$22,227.00. – City Manager C. Buttler
- d. Discussion/possible action regarding award of Bid #LM 06-16 to **BTLS** for Lawn Care Maintenance of City Parks in the amount of \$18,620.00 – Emergency Management Coordinator C. Warren
- e. Discussion/possible action regarding authorizing the City Manager to continue with special legal counsel for a personnel related investigation at a cost not to exceed \$35,000 – City Manager C. Buttler
- f. Discussion/possible action regarding the purchase of a brush truck through BuyBoard for the amount of \$147,982.00 – Mayor Hocking

(11) CITY MANAGER'S REPORT

- **Judicial**
- **Police Department**
- **Fire Department**
- **Library**
- **Public Works**
- **Animal Services**
- **Financials**

(12) EXECUTIVE SESSION



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The City Council for the City of La Marque, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.086 (Economic Development)

1. 551.072 (Deliberations about Real Property)

(13) Discussion/possible action regarding item discussed in the Executive Session

1. Provide City Manager with direction to proceed with a formal real estate property appraisal to determine fair market value.

(14) REQUESTS AND ANNOUNCEMENTS

Requests by Mayor and Council Members for items to be placed on future City Council agendas and announcements on city events/community interests TEX. GOV'T CODE §551.415. (b), "items of community interest" includes:

- (1) expressions of thanks, congratulations, or condolence;
- (2) information regarding holiday schedules;
- (3) an honorary or salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutory recognition for purposes of this subdivision;
- (4) a reminder about an upcoming event organized or sponsored by the governing body;
- (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality or county; and
- (6) announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after the posting of the agenda.

(15) ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice of meeting was posted at 1109-B Bayou Road, La Marque, Texas on or before May 6, 2016 before 5:00 p.m.

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.



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**City of La Marque
Workshop Minutes
April 11, 2016**

Minutes of the Regular Meeting Minutes of La Marque City Council held on Monday, April 11, 2016 at 4:00 p.m. at 1109-B Bayou Road for the purpose of considering the following agenda:

- (1) Mayor Hocking called the Workshop Meeting to order at 4:00 p.m.
- (2) **ROLL CALL**
Mayor Hocking
Mayor Pro-Tem Bell
Councilmember Chris Lane
Councilmember Robert Michetich
Councilmember Clent Brown
City Manager Carol Buttler
City Attorney Ellis Ortego
City Clerk Robin Eldridge
- (3) **INVOCATION AND PLEDGE OF ALLEGIANCE**
Mayor Hocking deferred the invocation and pledge for the Regular meeting but asked for God's blessings
- (4) **NEW BUSINESS**
 - a. Discussion/possible action regarding the nightly ending time of the large scale entertainment event within the City limits to be held on October 29, and 30, 2016, upon approval by City staff of a formal event application.

Sally Briggs, General Manager of Gulf Greyhound Park began, "I have with me here tonight Joe Quin, the Assistant General Manager and Jennie Senter, the President of the Texas City-La Marque Chamber, and Mike Long with the production company of Something Wicked, which happens to be the concert that we are hoping to hold in our parking lot. A little background, as most of you know, we do not offer live racing anymore as of January 1st. We are hoping to bring live racing back toward the middle of 2017. We have been looking at ways to be bring in more revenues, as well as simulcast. Simulcast is where we are bringing in signals from horse and dog tracks who are running live, and you actually can bet on them. We were approached by the producers of the Something Wicked venue and after meeting with them several times, we thought it would be profitable, as most of you know, we do have a huge parking lot. At their request, we set up a meeting with the City of La Marque, the City of Texas City as well as the Galveston County Sheriff's Department, to go over this. We want the City's blessing. We did have a meeting about six weeks ago, and met at the tracks, and it was well received, unfortunately, the producers are getting ready for a large venue they are



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having this weekend, and were unable to come tonight. We would like to go until midnight with the performance, because as most of you know if you have teenage or young adult children they don't go out until nine o'clock or so. At that meeting, your Chief of Police, Kirk Jackson went over the noise ordinance and that had us concerned so, this is one of the reasons that we did want to address this. I did talk to the Mayor, Friday afternoon, and we told him we felt like we need to let them go until midnight or it could be a deal breaker for us."

Mike Long of "Something Wicked" approached and Councilmember Bell asked to know where the name comes from.

Mr. Long said that "Something Wicked comes from the kids today, they talk about "wicked" being cool. It is kind of a play on words, it also went with the Halloween theme that we have with the festival. So it's like something cool, but with a Halloween theme."

Further discussion included the other themes that they promote, the number of concerts performed by this company on an annual basis, which was 270 all throughout Texas, one venue being in Houston and one in Austin they are beginning this summer.

"This music festival is one in our portfolio and it has been very successful and we are excited to hopefully bring it to La Marque, and give you guy some really good impact from the festival, it will create lots of jobs, bring a lot of people to the area. Hopefully, we can figure out something with you guys."

Councilmember Bell asked, "Do all of your concerts have a wicked Halloween theme, or what could be possibly considered inappropriate?"

Mr. Long responded, "No, this is just the Halloween event it takes place at that time of the year. We deal with some of the biggest artists in the world. I think the largest DJ Calvin Harris made around 66 million dollars last year. This is the new rock star, we bring these people from all over the world.

Councilmember Bell asked if they had a police call volume associated with the Halloween events to see what the City would actually be dealing with. To which he was told by Mr. Long that they do keep all the detailed records of all the incidents. They have a command center that they route everything through. Further discussion included maybe providing data on attendees whether more are young teenagers versus some other shady type persons.

All of the shows and events are performed in Texas, with an average attendance varying anywhere from 500 to 20,000 persons daily. It was recommended that any donations be given to the City as a whole, not specifically one organization. If it comes down to a



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business decision, verification would be sought as to the financial claims presented and projections for La Marque.

Mayor Hocking shared, “Our City festival, each October, ends at 10:00 p.m. We did this as a courtesy to the surrounding neighborhoods, and those are not as in this close of proximity as they are at the Dog Park.” Then he referred to a conversation that he and another representative had at the last Council meeting, when they were negotiating the ending time, where he understood 11:00 p.m. was the deal.

Mayor Hocking continued, “I guess 11:00 p.m. is the sticking point here. The term “deal breaker” was used, is this the case, is, this the deal breaker?”

Mr. Long commented, “We would have to go back to the table and discuss it with everyone to see if it does. Our customer is used to the event closing at midnight, so I would have to discuss it with the other partners, but we would definitely, 100% prefer midnight, if possible.”

Councilmember Michetich said he had looked at the videos online, and from the weather last year, he can see why they are looking for another venue. “I think what has gotten out in our community, not only the ending time, but this has never been an area that has put on such a music event. I am in favor of events at the Dog Tracks and music events, but this might be a tough one for a lot of our constituents. We have to take into consideration the neighborhoods. I am all for it, but I have to respect the time constraints.”

Mr. Long added that they had done a concert in Galveston along the beach, if the City wanted to talk to them.

It was said that the time wouldn’t change from 11:00 p.m. and that the gentleman could check with his partners and return at the 6:00 p.m. at the regular meeting for the voting.

(5) ADJOURNMENT

Councilmember Bell made a motion to adjourn the Workshop at 4:22 p.m.
Councilmember Lane seconded the motion. The Workshop adjourned.

Bobby Hocking, Mayor

Robin Eldridge, TRMC
City Clerk



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**City of La Marque
Regular Meeting Minutes
April 11, 2016**

Minutes of the Regular Meeting Minutes of La Marque City Council held on Monday, April 11, 2016 at 6:00 p.m. at 1109-B Bayou Road for the purpose of considering the following agenda:

- (1) Mayor Hocking called the Regular Meeting to order at 6:00 p.m.
- (2) **ROLL CALL**
Mayor Hocking
Mayor Pro-Tem Bell
Councilmember Chris Lane
Councilmember Robert Michetich
Councilmember Clent Brown
City Manager Carol Buttler
City Attorney Ellis Ortego
City Clerk Robin Eldridge
- (3) **INVOCATION AND PLEDGE OF ALLEGIANCE**
Mayor Pro-Tem Bell led the invocation and the Pledge of Allegiance
- (4) **PRESENTATIONS, PROCLAMATIONS AND RECOGNITIONS**
 - a. Proclamation - April as "Safe Digging Month"
Mayor Hocking presented Aaron Brunson and Steve Gordon of CenterPoint Energy a proclamation for the month of April to be proclaimed as "Safe Digging Month"
- (5) **CITIZEN'S PARTICIPATION**
 1. Rick Harmon asked if the City was ever going to fix Cedar Drive from Avenue C to Texas Avenue. He said that it was like a wash board. Also reported that the "garage" across from City Hall needed to be addressed. He stated that he had spoken to Chief Jackson already about the music.
 2. Geraldine Sam asked Council if they were concerned with all of the City or just parts. Asked that the issue of renaming Bayou Park be brought before City Council for a vote. She also expressed her concern for the increase in crime within the City. Asked if they were spread too thin and what can be done to help them. She said it was time to address some of these issues, referring to a few crimes and shootings that had taken place recently.
 3. David Pennington shared pictures of flooded streets and areas that occurred from the year before, which highlighted some of the worse flooded streets after five inches of rain. He



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further stated that he had not seen a lot of drainage ditch maintenance lately. Asked what City Council planned to do to remedy this situation.

(6) MINUTES

- a. Special Workshop City Council Minutes of March 7, 2016.
- b. Regular City Council Minutes of March 14, 2016.

Councilmember Bell made a motion to approve the Special Workshop minutes of March 7, 2016 and Regular minutes of March 14, 2016. Councilmember Michetich seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

(7) OLD BUSINESS

- a. Discussion/possible action regarding the nightly ending time of a large scale entertainment event within the city limits to be held on October 29 and 30, 2016, upon approval by City staff of a formal event application.

Councilmember Lane made a motion to end the event at 11:00 p.m.

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

(8) CONTRACTS/AGREEMENTS/AWARD OF BIDS

- a. Discussion/possible action regarding approval of a Performance Contract Agreement (PCA) with Siemens Industry, Inc. for Water / Sewer / Wastewater Treatment Plant Capital Improvements Projects (including Leak Detection) funded through proposed Certificates of Obligations.

Councilmember Michetich made a motion to approve the Performance Contract Agreement (PCA) with Siemens Industry, Inc. for Water / Sewer / Wastewater Treatment Plant Capital Improvements Projects (including Leak Detection) funded through proposed Certificates of Obligations.

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

Councilmember Bell referred to page ninety-one of the proposed contract and asked for clarification of the reason for seeking for a third party to review specifically for the portion pertaining to the engineering review of wastewater treatment plant improvements (utility cost reduction measure).

Public Services Director Le Rumburg replied, "First, the third party legal review is a legal requirement, to make sure that the savings costs that Siemens is projecting is accurate, that the energy savings is there as well as the projected savings (utility cost reduction measures)." This is the only portion out of everything that Siemens is providing that legally requires a third party legal review.



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Councilmember Bell clarified with the City Manager that the removal and replacement of seventy five water meters was in the original Letter of Intent, but that those services will not be performed at this time; and that concentration is focused on the wastewater treatment plant and leak detections.

- b. Discussion/possible action regarding acceptance and approval of proposal from ARKK Engineers to conduct a **Water System Modeling and Planning Study** for the City of La Marque.

Councilmember Bell made a motion to accept and approve the proposal from ARKK Engineers to conduct a **Water System Modeling and Planning Study** for the City of La Marque.

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

- c. Discussion/possible action regarding award of Bid #LM 03-16 to Lopez Landscaping Services for Mowing and Debris Clean-Up in the amount of \$60,000.00.

Councilmember Lane made a motion to award Bid #LM 03-16 to Lopez Landscaping Services for Mowing and Debris Clean-Up in the amount of \$60,000.00.

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

(9) NEW BUSINESS

- a. Discussion/possible action regarding the recommendation by Planning and Zoning Commission to accept proposed Final Plat of Landing at Delany Cove Sec. 3 being 8.4 acres of land containing 40 lots (50 X 120 typical) and Five reserves in two blocks out of the Stephen F. Austin League A-2, City of La Marque, Galveston, County, Texas, including a request for variance to Code Section 41-107(e), for the dimension of the lots to be reduced from 60' X 120' to 50' X 120' in size.

Councilmember Lane made a motion to approve the recommendation by Planning and Zoning Commission to accept proposed Final Plat of Landing at Delany Cove Sec. 3 being 8.4 acres of land containing 40 lots (50 X 120 typical) and Five reserves in two blocks out of the Stephen F. Austin League A-2, City of La Marque, Galveston, County, Texas, including a request for variance to Code Section 41-107(e), for the dimension of the lots to be reduced from 60' X 120' to 50' X 120' in size.

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

- b. Discussion/possible action regarding the recommendation of the Cemetery Board to transfer Plot 80, spaces 6 and 7 from Raymond Cotton to Stacy Joseph.



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Councilmember Bell made a motion to approve the recommendation of the Cemetery Board to transfer Plot 80, spaces 6 and 7 from Raymond Cotton to Stacy Joseph.

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

- c. Discussion/possible action authorizing the Information Technology Department to proceed with disposition of surplus property as described in the attachment by online public auction.

Councilmember Lane made a motion to authorize the Information Technology Department to proceed with disposition of surplus property as described in the attachment by online public auction.

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

- d. Discussion/possible action providing City Manager direction on a potential Inter-local agreement with Galveston County to address the 2015 Street Repair program.

Councilmember Lane made a motion to provide the City Manager with

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

Councilmember Bell asked, "Can we please have a concrete date?"

City Manager commented, "I believe the County has us scheduled for this summer."

Public Services Director Les Rumburg added, "With your approval tonight, we would develop the Interlocal Agreement and bring it back in May. He indicated to me that July or August they would be in the area."

Mayor Hocking added, "I would like to also recommend that there might possibly be two recommendations from the County. One would involve that there would be a little bit more base material. It's been brought to my attention that without that material, the roads would last possibly two to three years, and with that material it would extend the lives of the roads. It is not that much more money, that the City should consider using the extra base material."

Ms. Buttler then added, "Even though these are the streets that Council has listed and identified, Lawndale is one of the streets that we believe that we should add, as we have funding for streets. I believe Cedar near 1765 was the other location that we know that



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needs to be done, but we were going to see how much the bids came in and if there would any funding left, and I think we have Fleming also, so just so you know in case you are asked.

Mayor Hocking added Cedar from Highway 3 to Texas Avenue as mentioned earlier by a citizen.

(10) CITY MANAGER'S REPORT

- ☐ **Judicial**
- ☐ **Police Department**
- ☐ **Fire Department**
- ☐ **Library**
- ☐ **Connect Transit**
- ☐ **Public Works**
- ☐ **Animal Services**

(11) EXECUTIVE SESSION- It was the consensus of City Council to postpone the Executive Session until the May meeting.

(12) Discussion/possible action regarding item discussed in the Executive Session
No action needed

(13) REQUESTS AND ANNOUNCEMENTS

Councilmember Brown announced his condolences to the family of Larry Crow, a former Mayor of La Marque who suddenly passed away over the weekend. Also reported something that he read about trillions of dollars being taken away over the years from Social Security and encouraged all to contact their local leaders and/ or representatives.

Councilmember Michetich reported that today was International "Be Kind to Lawyers Day" and referred to our City Attorney

Councilmember Lane thanked all for attending and mentioned the passing of a young citizen and the shooting of another and sent condolences out to those families

Mayor Pro-Tem Bell sent condolences to the Crow family and thanked former Mayor and Police Chief Crow for his services, and to Barbara Jean Crow who was also a public servant working here in the City with young people. He then asked the City Manager to take action on at least defining for Ms. Sam what the City will or will not require of her as it relates to the petition, of whether she is grandfathered in the way we rename our parks. She needs clear direction from this City Council. In light of the violence that has occurred that we form a task force Police Chief, Code Enforcement Officer and EDC Director and any other council member ad as we grow, bring in elements of the community.



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Mayor Hocking offered heartfelt condolences to former Mayor and Police Chief and his wife and son Gene of Texas City. Concurred with others on the violence within the City, and the need for addressing.

(14) ADJOURNMENT

Councilmember Bell made a motion to adjourn the Regular meeting at 6:32 p.m.
Councilmember Lane seconded. The Meeting adjourned.

Bobby Hocking, Mayor

ATTEST:

Robin Eldridge, TRMC
City Clerk



CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016
 Prepared by: Robin Eldridge
 Department: City Clerk

Agenda item: 6c
 Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding amending the Workshop Minutes of City Council that were approved on April 11, 2016.



Attachments for reference

1. Original page in Workshop Minutes of March 7, 2016
2. Amendment to the Workshop Minutes of March 7, 2016
3. Page 2-15 of the Texas Municipal Clerks Handbook (Correction to Minutes)

Staff Briefing:

- The minutes from the City Council Workshop held on March 7, 2016 were approved on April 11, 2016, in the Regular City Council meeting
- Before scanning and placing on the website, the City Clerk noticed an error.
- Amendments can be made to minutes by following procedures found in the Texas Municipal Clerk's Handbook

History:

- From time to time, there are errors found in the minutes of open meetings, most of which have been found before the minutes were approved.
- There is a way to amend already approved minutes, which is found in the Texas Municipal Clerk's Handbook.

Target Implementation: May 9, 2016

Significant Action Dates:

- **3.7.2016** – City Council Workshop was held
- **4.11.2016** – City Council approved the minutes to the March 7, 2016 Workshop

Action:

☐

Ordinance

☐

Resolution

☐

Special Presentation

☐

Proclamation

☐

Finance Report

☐

Public Hearing

☐

Renaming of Park

☒

Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies or procedures

Cost Details:

Budgeted	
Actual Bid	
Estimated Expenditure	
Acct. Name(s)	
Line Items #	
Other Funding	



CITY COUNCIL AGENDA FORM

Staff's Recommendation: Motion to accept the amendment to the Workshop Minutes of City Council that were approved on April 11, 2016.

Fiscal Impact: N/A



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It was discussed that there could possibly be other available monies through entities including the Texas Water Development Board. In order to receive assistance, you have to show what the City is doing on its own to get in compliance with the State requirements.

Mayor Hocking asked what the

Mr. Rumburg commented, "I think the logical progression would be the replacement of the meters first then look for the leaks."

Councilmember Bell commented that he still wasn't convinced that the water meter replacement program was in the best interest for the citizens of La Marque or the City's biggest priority, at this particular time. "I think we can do other things before we get to this step."

It was mentioned that there is quite a bit of tampering with the meters that is taking place within the City. The meters have been a problem in the last few years.

Councilmember Bell added, "La Marque has neglected our infrastructure so, to the point that we are in a terrible predicament. I don't know that it is the right thing to do to immediately endeavor on a project to replace water meters when we have not even detected any leaks, nor have we developed any sort of plan on detection and replacement or repairing of any leaks. We are going straight to the homeowner and change out all the meters to make sure that they are paying their fair share for this water cost, when it is us as a citizenry, as a whole that have neglected our infrastructure for decades."

Mr. Nobles commented, "In every city, the taxpayers' burden is the infrastructure. Whether it is line replacement, fixing leaks or replacing meters. Staff is trying to come up with a long term plan to reduce the cost to operate the current system and work within the current budget. Water loss comes from many different areas, a billing error, meters, fire hydrants, or leaks in pipes, all of this being infrastructure."

Fire Chief Gerald Grimm stated he had been in two other cities prior to coming to La Marque, both of which did a meter replacement as part of their overall plan.

b. Funding for Siemens Projects – Finance Director S. Kou / Financial Advisor / Bond Counsel

Suzy Kou Finance Director stated, "In addition to what everyone is thinking, to increasing the revenues by more accurately reading your bills each month, the data can assist us, by enabling the utility billing team to track the leaks, loss of water immediately and stop it. If you don't the water keeps coming out and we, as the City has to pay Galveston County Water Authority, at the retail rate. It would also save the taxpayers money on the cost side. We are paying \$800,000.00 per year to GCWA to purchase water. We may end up paying \$600,000.00. There is our savings of



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It was discussed that there could possibly be other available monies through entities including the Texas Water Development Board. In order to receive assistance, you have to show what the City is doing on its own to get in compliance with the State requirements.

Mayor Hocking asked what the sequence of meters versus leak detection? You do the meters first, then look for the leaks?"

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Mr. Rumburg commented, "I think the logical progression would be the replacement of the meters first then look for the leaks."

Councilmember Bell commented that he still wasn't convinced that the water meter replacement program was in the best interest for the citizens of La Marque or the City's biggest priority, at this particular time. "I think we can do other things before we get to this step."

It was mentioned that there is quite a bit of tampering with the meters that is taking place within the City. The meters have been a problem in the last few years.

Councilmember Bell added, "La Marque has neglected our infrastructure so, to the point that we are in a terrible predicament. I don't know that it is the right thing to do to immediately endeavor on a project to replace water meters when we have not even detected any leaks, nor have we developed any sort of plan on detection and replacement or repairing of any leaks. We are going straight to the homeowner and change out all the meters to make sure that they are paying their fair share for this water cost, when it is us as a citizenry, as a whole that have neglected our infrastructure for decades."

Mr. Nobles commented, "In every city, the taxpayers' burden is the infrastructure. Whether it is line replacement, fixing leaks or replacing meters. Staff is trying to come up with a long term plan to reduce the cost to operate the current system and work within the current budget. Water loss comes from many different areas, a billing error, meters, fire hydrants, or leaks in pipes, all of this being infrastructure."

Fire Chief Gerald Grimm stated he had been in two other cities prior to coming to La Marque, both of which did a meter replacement as part of their overall plan.

b. Funding for Siemens Projects – Finance Director S. Kou / Financial Advisor / Bond Counsel

Suzy Kou Finance Director stated, "In addition to what everyone is thinking, to increasing the revenues by more accurately reading your bills each month, the data can assist us, by enabling the utility billing team to track the leaks, loss of water immediately and stop it. If you don't the water keeps coming out and we, as the City has to pay Galveston County Water Authority, at the retail rate. It would also save the

(h) Corrections to Minutes

- (1) A city council or commission has the right and duty to correct, revise, or amend its minutes. Do not become defensive when corrections to the minutes are offered. The art of hearing and writing actions develops with experience.
- (2) Minutes when first submitted to the council or commission are a draft only, and can be corrected or revised and then approved. Revisions should be made prior to being signed by the mayor and municipal clerk.
- (3) Once the minutes have been approved and signed, they can be amended by a motion and second with two-thirds majority vote. The amendment(s) should be reflected in the original set of minutes by marking in the margin with red ink, or by inserting a page with amendments reflected by crossing over words that have been deleted and underscoring words that have been added. With computer technology, the *red lining* method could be utilized. The amendment(s) should also be entered into the minutes of the meeting at which the amendment(s) was made.
- (4) It is important to remember that the minutes are not official until they have been approved by the council. The original minutes will be placed in a hardback binder, **file or in a document management system**. The permanent record should be preserved through use of a fireproof safe, vault, file cabinet or microfilm as dictated by the municipalities preservation plan. The municipal clerk is held responsible for the safe keeping of all minutes of the city.

(i) Excerpt from Minutes

Certified copies of minutes often are requested. The entire minutes of a meeting may be certified. If only a small section or one business matter is requested to be certified, the municipal clerk may certify only that portion. (An example of certification for minutes is shown on **Exhibit 2-J**.)

(j) Recording Aids and Minute Automation

- (1) Recording devices have become common even in the smallest communities.
- (2) There are ways to keep an accurate account of meetings and to write correct minutes. Some municipal clerks use charts or roll call sheets prepared in advance of the meeting. The forms will have the Council Members' names already printed for easy checking during vote proceedings. Space on the form allows for particular wording of a motion. The use of charts/roll call sheets to record the vote and making notations on each item facilitates the process of writing accurate minutes.
- (3) With the advance of technology and the wide use of computers, many municipal clerks forego the handwritten minute taking process to prepare their minutes on laptop computers. There is a variety of software available to



CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016
Prepared by: Suzy Kou
Department: Finance

Agenda item: 7a&8a
Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding Ordinance No. **O-2016-005**, Authorizing Issuance and Sale of the City of La Marque, Texas, Tax and Revenue Certificates of Obligation, Series 2016; Levying a Tax and Providing for the Security and Payment Thereof; and Enacting Other Provisions Relating Thereto. **THIS IS THE FIRST AND FINAL READING.** (per Texas Government Code 1201.028)

X

ATTACHED FOR REFERENCE:

1. Ordinance
2. Proposed list of capital projects
3. Preliminary amortization schedule

STAFF BRIEFING:

- Per Council workshop and previous meetings, City Council reached a consensus on top projects which will meet Goal 1.A and B, of Priority 1: Infrastructure Improvement Plan within the Strategic Economic and Community Development Plan, adopted by City Council.
- With assistance from City's Financial Advisor, Mr. Jim Gilley and City's Bond Counsel, Mr. Jonathan Frels, the City is able to fund these projects with no projected tax increase or utility rates increase to fund proposed debt.

HISTORY:

- **March 7, 2016** - Council workshop to discuss funding options.
- **April 11, 2016** – Council approved Resolution R-2016-006 for a Notice of Intent to issue \$10,000,000 Certificates of Obligation 2016.

TARGET IMPLEMENTATION: May 9, 2016 to approve issuance of \$10,000,000 Certificates of Obligation ordinance.

SIGNIFICANT ACTION DATES:

March 7, 2016 - City Council was presented at workshop the City's overall debt structures and funding options for bond projects.

April 11, 2016 – City Council approved Resolution R-2016-006 for a Notice of Intent to issue a \$10,000,000 Certificates of Obligation for proposed list of capital projects.

May 9, 2016 – City Council to consider and approve Ordinance No. O-2016-005, to issue a 2016 Certificates of Obligation for capital projects.



CITY COUNCIL AGENDA FORM

ACTION:

- | | |
|--|---|
| ☒ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☐ Other | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:	
Budgeted	-0-
Actual Bid	
Estimated Expenditure	Fiscal Year 2017-\$319,111
Acct. Name(s)	2016 CO Debt expenditure
Line Items #	
Other Funding	

STAFF'S RECOMMENDATION: Motion to approve Ordinance No. **O-2016-005**, Authorizing Issuance and Sale of the City of La Marque, Texas, Tax and Revenue Certificates of Obligation, Series 2016; Levying a Tax and Providing for the Security and Payment Thereof; and Enacting Other Provisions Relating Thereto. **THIS THE FIRST AND FINAL READING.** (Per Texas Government Code 1201.028)

FISCAL IMPACT: Fiscal Year 2017-\$391,111 (Estimated); Fiscal Year 2018- \$400,000 (Estimated); Subsequent years-funding will come from old debt retirement savings.

ORDINANCE NO. O-2016-005

AUTHORIZING THE
ISSUANCE OF

CITY OF LA MARQUE, TEXAS
TAX AND REVENUE CERTIFICATES OF OBLIGATION
SERIES 2016

Adopted: May 9, 2016

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AN ORDINANCE AUTHORIZING THE ISSUANCE AND SALE OF THE
CITY OF LA MARQUE, TEXAS, TAX AND REVENUE CERTIFICATES OF
OBLIGATION, SERIES 2016; LEVYING A TAX AND PROVIDING FOR
THE SECURITY AND PAYMENT THEREOF; AND ENACTING OTHER
PROVISIONS RELATING THERETO

THE STATE OF TEXAS §
COUNTY OF GALVESTON §
CITY OF LA MARQUE §

WHEREAS, under the provisions of Subchapter C, Chapter 271, Texas Local Government Code, as amended (the “Act”), the City of La Marque, Texas (the “City”), is authorized to issue certificates of obligation for the purposes specified in this Ordinance and for the payment of all or a portion of the contractual obligations for professional services, including that of engineers, attorneys, and financial advisors in connection therewith, and to sell the same for cash as herein provided; and

WHEREAS, the City is authorized to provide that such obligations will be payable from and secured by a direct and continuing annual ad valorem tax levied, within the limits prescribed by law, against all taxable property within the City, in combination with a limited pledge of a subordinate lien on the net revenues of the City’s water, sewer and waste water system (the “System”) in an amount not to exceed \$1,000 as authorized by the Act and Chapter 1502, Texas Government Code; and

WHEREAS, the City Council has found and determined that it is necessary and in the best interests of the City and its citizens that it issue such certificates of obligation authorized by this Ordinance; and

WHEREAS, pursuant to a resolution heretofore passed by this governing body, notice of intention to issue certificates of obligation of the City payable as provided in this Ordinance was published in a newspaper of general circulation in the City in accordance with the laws of the State of Texas, which notice provided that the principal amount of such certificates of obligation would not exceed \$10,000,000 and the proceeds would be used for the purpose of paying contractual obligations to be incurred for the purposes set forth in Section 3.1 hereof; and

WHEREAS, such notice provided that the City tentatively planned to consider the passage of an ordinance authorizing the issuance of the Certificates on May 9, 2016; and

WHEREAS, no petition of any kind has been filed with the City Clerk, any member of the City Council or any other official of the City, protesting the issuance of such certificates of obligation; and

WHEREAS, this City Council is now authorized and empowered to proceed with the issuance of said certificates of obligation and to sell the same for cash; and

WHEREAS, the meeting at which this Ordinance is considered is open to the public as required by law, and public notice of the time, place, and purpose of said meeting was given as required by Chapter 551, Texas Government Code, as amended; therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS:

ARTICLE I

DEFINITIONS AND OTHER PRELIMINARY MATTERS

Section 1.1. Definitions.

Unless otherwise expressly provided or unless the context clearly requires otherwise in this Ordinance, the following terms shall have the meanings specified below:

“Bond Counsel” means Bracewell LLP.

“Business Day” means a day that is not a Saturday, Sunday, legal holiday or other day on which banking institutions in the city where the Designated Payment/Transfer Office is located are required or authorized by law or executive order to close.

“Certificate” or “Certificates” means the City’s certificates of obligation entitled, “City of La Marque, Texas, Tax and Revenue Certificates of Obligation, Series 2016” authorized to be issued by Section 3.1 of this Ordinance.

“City” means the City of La Marque, Texas.

“Closing Date” means the date of the initial delivery of and payment for the Certificates.

“Code” means the Internal Revenue Code of 1986, as amended.

“Dated Date” means June 1, 2016.

“Debt Service Fund” means the debt service fund established by Section 2.2 of this Ordinance.

“Designated Payment/Transfer Office” means (i) with respect to the initial Paying Agent/Registrar named in this Ordinance, the Designated Payment/Transfer Office as designated in the Paying Agent/Registrar Agreement, or at such other location designated by the Paying Agent/Registrar and (ii) with respect to any successor Paying Agent/Registrar, the office of such successor designated and located as may be agreed upon by the City and such successor.

“DTC” means The Depository Trust Company of New York, New York, or any successor securities depository.

“DTC Participant” means brokers and dealers, banks, trust companies, clearing corporations and certain other organizations on whose behalf DTC was created to hold securities to facilitate the clearance and settlement of securities transactions among DTC Participants.

“EMMA” means the Electronic Municipal Market Access system.

“Fiscal Year” means such fiscal year as shall from time to time be set by the City Council.

“Initial Certificate” means the initial certificate authorized by Section 3.4 of this Ordinance.

“Initial Purchaser” means the initial purchaser of the Certificates identified in Section 7.1 of this Ordinance.

“Interest Payment Date” means the date or dates upon which interest on the principal of the Certificates is scheduled to be paid until their respective dates of maturity or prior redemption, such dates being June 1 and December 1 of each year, commencing on December 1, 2016.

“MSRB” means the Municipal Securities Rulemaking Board.

“Net Revenues” means the revenues to be derived from the System, after the payment of all operation and maintenance expenses thereof.

“Ordinance” as used herein and in the Certificates means this ordinance authorizing the Certificates.

“Owner” means the person who is the registered owner of a Certificate or Certificates, as shown in the Register.

“Paying Agent/Registrar” means initially BOKF, N.A. or any successor thereto as provided in this Ordinance.

“Paying Agent/Registrar Agreement” means the Paying Agent/Registrar Agreement between the Paying Agent/Registrar and the City relating to the Certificates.

“Record Date” means the fifteenth day of the month next preceding an Interest Payment Date.

“Register” means the bond register specified in Section 3.6(a) of this Ordinance.

“Representation Letter” means the Blanket Letter of Representations between the City and DTC.

“Rule” means SEC Rule 15c2-12, as amended from time to time.

“SEC” means the United States Securities and Exchange Commission.

“System” as used in this Ordinance means the City’s water, sewer and wastewater system.

“Unclaimed Payments” means money deposited with the Paying Agent/Registrar for the payment of principal, redemption premium, if any, or interest on the Certificates as the same becomes due and payable or money set aside for the payment of Certificates duly called for

redemption prior to maturity and remaining unclaimed by the Owners of such Certificates for 90 days after the applicable payment or redemption date.

Section 1.2. Findings.

The declarations, determinations, and findings declared, made, and found in the preamble to this Ordinance are hereby adopted, restated, and made a part of the operative provisions hereof.

Section 1.3. Table of Contents, Titles, and Headings.

The table of contents, titles, and headings of the Articles and Sections of this Ordinance have been inserted for convenience of reference only and are not to be considered a part hereof and shall not in any way modify or restrict any of the terms or provisions hereof and shall never be considered or given any effect in construing this Ordinance or any provision hereof or in ascertaining intent, if any question of intent should arise.

Section 1.4. Interpretation.

(a) Unless the context requires otherwise, words of the masculine gender shall be construed to include correlative words of the feminine and neuter genders and vice versa, and words of the singular number shall be construed to include correlative words of the plural number and vice versa.

(b) Any action required to be taken on a date which is not a Business Day shall be taken on the next succeeding Business Day and have the same effect as if taken on the date so required.

(c) This Ordinance and all the terms and provisions hereof shall be liberally construed to effectuate the purposes set forth herein to sustain the validity of this Ordinance.

(d) Article and section references shall mean references to articles and sections of this Ordinance unless otherwise designated.

ARTICLE II

TAX LEVY; DEBT SERVICE FUND; PLEDGE OF REVENUES

Section 2.1. Tax Levy.

(a) Pursuant to the authority granted by the Texas Constitution and the laws of the State of Texas, there shall be levied and there is hereby levied for the current year and for each succeeding year thereafter while any of the Certificates or any interest thereon is outstanding and unpaid, an ad valorem tax on each one hundred dollars valuation of taxable property within the City, at a rate sufficient, within the limit prescribed by law, to pay the debt service requirements of the Certificates, being (i) the interest on the Certificates, and (ii) a sinking fund for their redemption at maturity or a sinking fund of 2% per annum (whichever amount is greater), when due and payable, full allowance being made for delinquencies and costs of collection.

(b) The ad valorem tax thus levied shall be assessed and collected each year against all property appearing on the tax rolls of the City most recently approved in accordance with law and the money thus collected shall be deposited as collected to the Debt Service Fund.

(c) Said ad valorem tax, the collections therefrom, and all amounts on deposit in or required hereby to be deposited to the Debt Service Fund are hereby pledged and committed irrevocably to the payment of the principal of and interest on the Certificates when and as due and payable in accordance with their terms and this Ordinance and the payment of related costs.

Section 2.2. Debt Service Fund.

(a) The City hereby establishes a special fund or account to be designated the “City of La Marque, Texas, Tax and Revenue Certificates of Obligation, Series 2016, Debt Service Fund” (the “Debt Service Fund”) with said fund to be maintained at an official depository bank of the City separate and apart from all other funds and accounts of the City.

(b) Money on deposit in, or required by this Ordinance to be deposited to, the Debt Service Fund shall be used solely for the purpose of paying the interest on and principal of the Certificates when and as due and payable in accordance with their terms and this Ordinance.

(c) To pay debt service coming due on the Certificates prior to receipt of the taxes levied to pay such debt service, there is hereby appropriated from current funds on hand, which are hereby certified to be on hand and available for such purpose, an amount sufficient to pay such debt service, and such amount shall be used for no other purpose.

Section 2.3. Pledge of Revenues.

The Net Revenues to be derived from the operation of the System in an amount not to exceed One Thousand Dollars (\$1,000) are hereby pledged to the payment of the principal of and interest on the Certificates as the same come due; provided, however, that such pledge is and shall be junior and subordinate in all respects to the pledge of the Net Revenues to the payment of all outstanding obligations of the City and any obligation of the City, whether authorized heretofore or hereafter, which the City designates as having a pledge senior to the pledge of the Net Revenues to the payment of the Certificates. The City also reserves the right to issue, for any lawful purpose at any time, in one or more installments, bonds, certificates of obligation and other obligations of any kind payable in whole or in part from the Net Revenues, secured by a pledge of the Net Revenues that may be prior and superior in right to, on a parity with, or junior and subordinate to the pledge of Net Revenues securing the Certificates.

ARTICLE III

AUTHORIZATION; GENERAL TERMS AND PROVISIONS REGARDING THE CERTIFICATES

Section 3.1. Authorization.

The City’s “City of La Marque, Texas, Tax and Revenue Certificates of Obligation, Series 2016” are hereby authorized to be issued and delivered in accordance with the

Constitution and laws of the State of Texas, specifically Subchapter C, Chapter 271, Texas Local Government Code, as amended. The Certificates shall be issued in the aggregate principal amount of **[\$10,000,000]** for the costs associated with (i) the construction of improvements to and the rehabilitation and equipment of the City's water, sewer and wastewater system, (ii) the construction and equipment of a public safety building, and (iii) the cost of professional services incurred in connection therewith.

Section 3.2. Date, Denomination, Maturities, and Interest.

(a) The Certificates shall be dated the Dated Date. The Certificates shall be in fully registered form, without coupons, in the denomination of \$5,000 or any integral multiple thereof and shall be numbered separately from one upward, except the Initial Certificate, which shall be numbered I-1.

(b) The Certificates shall mature on December 1 in the years and in the principal amounts set forth in the following schedule:

<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
20	\$_____	_____%	20	\$_____	_____%
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____
20	_____	_____	20	_____	_____

(c) Interest shall accrue and be paid on each Certificate, respectively, until the principal amount thereof has been paid or provision for such payment has been made, from the later of the Closing Date or the most recent Interest Payment Date to which interest has been paid or provided for at the rate per annum for each respective maturity specified in the schedule contained in subsection (b) above. Such interest shall be payable semiannually on each Interest Payment Date, computed on the basis of a 360-day year composed of twelve 30-day months.

Section 3.3. Medium, Method, and Place of Payment.

(a) The principal of and interest on the Certificates shall be paid in lawful money of the United States of America.

(b) Interest on the Certificates shall be paid by check dated as of the Interest Payment Date, and sent United States mail, first class, postage prepaid, by the Paying Agent/Registrar to each Owner, as shown in the Register at the close of business on the Record Date, at the address of each such Owner as such appears in the Register or by such other customary banking arrangements acceptable to the Paying Agent/Registrar and the person to whom interest is to be paid; provided, however, that such person shall bear all risk and expense of such other customary banking arrangements.

(c) The principal of each Certificate shall be paid to the Owner thereof on the Maturity Date or upon prior redemption upon presentation and surrender of such Certificate at the Designated Payment/Transfer Office of the Paying Agent/Registrar.

(d) If the date for the payment of the principal of or interest on the Certificates is not a Business Day, the date for such payment shall be the next succeeding Business Day, and payment on such date shall for all purposes be deemed to have been made on the due date thereof as specified in this Section.

(e) In the event of a nonpayment of interest on a scheduled payment date, and for 30 days thereafter, a new record date for such interest payment (a "Special Record Date") will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the Special Record Date and of the special payment date of the past due interest (the "Special Payment Date," which shall be 15 days after the Special Record Date) shall be sent at least five Business Days prior to the Special Record Date by United States mail, first class, postage prepaid, to the address of each Owner of a Certificate appearing on the books of the Paying Agent/Registrar at the close of business on the fifteenth day next preceding the date of mailing of such notice.

(f) Unclaimed Payments shall be segregated in a special account and held in trust, uninvested by the Paying Agent/Registrar, for the account of the Owner of the Certificates to which the Unclaimed Payments pertain. Subject to Title 6, Texas Property Code, Unclaimed Payments remaining unclaimed by the Owners entitled thereto for three (3) years after the applicable payment or redemption date shall be applied to the next payment or payments on the Certificates thereafter coming due and, to the extent any such money remains after the retirement of all outstanding Certificates, shall be paid to the City to be used for any lawful purpose. Thereafter, neither the City, the Paying Agent/Registrar nor any other person shall be liable or responsible to any holders of such Certificates for any further payment of such unclaimed moneys or on account of any such Certificates, subject to Title 6, Texas Property Code.

Section 3.4. Execution and Registration of Certificates.

(a) The Certificates shall be executed on behalf of the City by the Mayor or Mayor Pro Tem and the City Clerk, by their manual or facsimile signatures, and the official seal of the City shall be impressed or placed in facsimile thereon. Such facsimile signatures on the Certificates shall have the same effect as if each of the Certificates had been signed manually and in person by each of said officers, and such facsimile seal on the Certificates shall have the same effect as if the official seal of the City had been manually impressed upon each of the Certificates.

(b) In the event that any officer of the City whose manual or facsimile signature appears on the Certificates ceases to be such officer before the authentication of such Certificates or before the delivery thereof, such manual or facsimile signature nevertheless shall be valid and sufficient for all purposes as if such officer had remained in such office.

(c) Except as provided below, no Certificate shall be valid or obligatory for any purpose or be entitled to any security or benefit of this Ordinance unless and until there appears thereon the Certificate of Paying Agent/Registrar substantially in the form provided herein, duly authenticated by manual execution by an officer or duly authorized signatory of the Paying Agent/Registrar. It shall not be required that the same officer or authorized signatory of the Paying Agent/Registrar sign the Certificate of Paying Agent/Registrar on all of the Certificates. In lieu of the executed Certificate of Paying Agent/Registrar described above, the Initial Certificate delivered at the Closing Date shall have attached thereto the Comptroller's Registration Certificate substantially in the form provided herein, manually executed by the Comptroller of Public Accounts of the State of Texas, or by his duly authorized agent, which certificate shall be evidence that the Initial Certificate has been duly approved by the Attorney General of the State of Texas and that it is a valid and binding obligation of the City, and has been registered by the Comptroller of Public Accounts of the State of Texas.

(d) On the Closing Date, one initial Certificate (the "Initial Certificate"), representing the entire principal amount of the Certificates, payable in stated installments to the Initial Purchaser or its designee, executed by manual or facsimile signature of the Mayor or Mayor Pro Tem and the City Clerk of the City, approved by the Attorney General of Texas, and registered and manually signed by the Comptroller of Public Accounts of the State of Texas, will be delivered to the Initial Purchaser or its designee. Upon payment for the Initial Certificate, the Paying Agent/Registrar shall cancel such Initial Certificate and deliver to DTC on behalf of the Initial Purchaser registered definitive Certificates as described in Section 3.9. To the extent the Paying Agent/Registrar is eligible to participate in DTC's FAST System, as evidenced by an agreement between the Paying Agent/Registrar and DTC, the Paying Agent/Registrar shall hold the definitive Bonds in safekeeping for DTC.

Section 3.5. Ownership.

(a) The City, the Paying Agent/Registrar and any other person may treat the Owner as the absolute owner of such Certificate for the purpose of making and receiving payment of the principal thereof, for the purpose of making and receiving payment of the interest thereon (subject to the provisions herein that the interest is to be paid to the person in whose name the Certificate is registered on the Record Date or Special Record Date, as applicable), and for all other purposes, whether or not such Certificate is overdue, and neither the City nor the Paying Agent/Registrar shall be bound by any notice or knowledge to the contrary.

(b) All payments made to the Owner of a Certificate shall be valid and effectual and shall discharge the liability of the City and the Paying Agent/Registrar upon such Certificate to the extent of the sums paid.

Section 3.6. Registration, Transfer, and Exchange.

(a) So long as any Certificates remain outstanding, the City shall cause the Paying Agent/Registrar to keep at its Designated Payment/Transfer Office a register (the "Register") in which, subject to such reasonable regulations as it may prescribe, the Paying Agent/Registrar shall provide for the registration and transfer of Certificates in accordance with this Ordinance.

(b) The ownership of a Certificate may be transferred only upon the presentation and surrender of the Certificate to the Paying Agent/Registrar at the Designated Payment/Transfer Office with such endorsement or other instrument of transfer and assignment as is acceptable to the Paying Agent/Registrar. No transfer of any Certificate shall be effective until entered in the Register.

(c) The Certificates shall be exchangeable upon the presentation and surrender thereof at the Designated Payment/Transfer Office for a Certificate or Certificates of the same maturity and interest rate and in any denomination or denominations of any integral multiple of \$5,000, and in an aggregate principal amount equal to the unpaid principal amount of the Certificates presented for exchange.

(d) The Paying Agent/Registrar is hereby authorized to authenticate and deliver Certificates transferred or exchanged in accordance with this Section. A new Certificate or Certificates will be delivered by the Paying Agent/Registrar, in lieu of the Certificate being transferred or exchanged, at the Designated Payment/Transfer Office, or sent by United States mail, first class, postage prepaid, to the Owner or his designee. Each Certificate delivered by the Paying Agent/Registrar in accordance with this Section shall constitute an original contractual obligation of the City and shall be entitled to the benefits and security of this Ordinance to the same extent as the Certificate or Certificates in lieu of which such Certificate is delivered.

(e) No service charge shall be made to the Owner for the initial registration, subsequent transfer, or exchange for a different denomination of any of the Certificates. The Paying Agent/Registrar, however, may require the Owner to pay a sum sufficient to cover any tax or other governmental charge that is authorized to be imposed in connection with the registration, transfer, or exchange of a Certificate.

(f) Neither the City nor the Paying Agent/Registrar shall be required to transfer or exchange any Certificate called for redemption, in whole or in part, within 45 days prior to the date fixed for redemption; provided, however, such limitation shall not be applicable to an exchange by the Owner of the uncalled balance of a Certificate.

Section 3.7. Cancellation.

All Certificates paid or redeemed before scheduled maturity in accordance with this Ordinance, and all Certificates in lieu of which exchange Certificates or replacement Certificates are authenticated and delivered in accordance with this Ordinance, shall be cancelled and proper records made regarding such payment, redemption, exchange, or replacement. The Paying Agent/Registrar shall dispose of such cancelled Certificates in the manner required by the Securities Exchange Act of 1934, as amended.

Section 3.8. Replacement Certificates.

(a) Upon the presentation and surrender to the Paying Agent/Registrar of a mutilated Certificate, the Paying Agent/Registrar shall authenticate and deliver in exchange therefor a replacement Certificate of like tenor and principal amount, bearing a number not contemporaneously outstanding. The City or the Paying Agent/Registrar may require the Owner of such Certificate to pay a sum sufficient to cover any tax or other governmental charge that is authorized to be imposed in connection therewith and any other expenses connected therewith.

(b) In the event that any Certificate is lost, apparently destroyed or wrongfully taken, the Paying Agent/Registrar, pursuant to the applicable laws of the State of Texas and in the absence of notice or knowledge that such Certificate has been acquired by a bona fide purchaser, shall authenticate and deliver a replacement Certificate of like tenor and principal amount, bearing a number not contemporaneously outstanding, provided that the Owner first complies with the following requirements:

(i) furnishes to the Paying Agent/Registrar satisfactory evidence of his or her ownership of and the circumstances of the loss, destruction, or theft of such Certificate;

(ii) furnishes such security or indemnity as may be required by the Paying Agent/Registrar to save it and the City harmless;

(iii) pays all expenses and charges in connection therewith, including, but not limited to, printing costs, legal fees, fees of the Paying Agent/Registrar, and any tax or other governmental charge that is authorized to be imposed; and

(iv) satisfies any other reasonable requirements imposed by the City and the Paying Agent/Registrar.

(c) If, after the delivery of such replacement Certificate, a bona fide purchaser of the original Certificate in lieu of which such replacement Certificate was issued presents for payment such original Certificate, the City and the Paying Agent/Registrar shall be entitled to recover such replacement Certificate from the person to whom it was delivered or any person taking therefrom, except a bona fide purchaser, and shall be entitled to recover upon the security or indemnity provided therefor to the extent of any loss, damage, cost, or expense incurred by the City or the Paying Agent/Registrar in connection therewith.

(d) In the event that any such mutilated, lost, apparently destroyed, or wrongfully taken Certificate has become or is about to become due and payable, the Paying Agent/Registrar, in its discretion, instead of issuing a replacement Certificate, may pay such Certificate when it becomes due and payable.

(e) Each replacement Certificate delivered in accordance with this Section shall constitute an original additional contractual obligation of the City and shall be entitled to the benefits and security of this Ordinance to the same extent as the Certificate or Certificates in lieu of which such replacement Certificate is delivered.

Section 3.9. Book-Entry-Only System.

(a) The definitive Certificates shall be initially issued in the form of a separate single fully registered Certificate for each maturity. Upon initial issuance, the ownership of each such Certificate shall be registered in the name of Cede & Co., as nominee of DTC, and except as provided in Section 3.10 hereof, all of the outstanding Certificates shall be registered in the name of Cede & Co., as nominee of DTC.

(b) With respect to Certificates registered in the name of Cede & Co., as nominee of DTC, the City and the Paying Agent/Registrar shall have no responsibility or obligation to any DTC Participant or to any person on behalf of whom such a DTC Participant holds an interest in the Certificates, except as provided in this Ordinance. Without limiting the immediately preceding sentence, the City and the Paying Agent/Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any DTC Participant with respect to any ownership interest in the Certificates, (ii) the delivery to any DTC Participant or any other person, other than an Owner, as shown on the Register, of any notice with respect to the Certificates, including any notice of redemption, or (iii) the payment to any DTC Participant or any other person, other than an Owner, as shown in the Register of any amount with respect to principal of, premium, if any, or interest on the Certificates. Notwithstanding any other provision of this Ordinance to the contrary, the City and the Paying Agent/Registrar shall be entitled to treat and consider the person in whose name each Certificate is registered in the Register as the absolute Owner of such Certificate for the purpose of payment of principal of, premium, if any, and interest on the Certificates, for the purpose of giving notices of redemption and other matters with respect to such Certificate, for the purpose of registering transfer with respect to such Certificate, and for all other purposes whatsoever. The Paying Agent/Registrar shall pay all principal of, premium, if any, and interest on the Certificates only to or upon the order of the respective Owners, as shown in the Register as provided in this Ordinance, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to payment of principal of, premium, if any, and interest on the Certificates to the extent of the sum or sums so paid. No person other than an Owner, as shown in the Register, shall receive a certificate evidencing the obligation of the City to make payments of amounts due pursuant to this Ordinance. Upon delivery by DTC to the Paying Agent/Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., and subject to the provisions in this Ordinance with respect to interest checks or drafts being mailed to the registered Owner at the close of business on the Record Date, the word "Cede & Co." in this Ordinance shall refer to such new nominee of DTC.

(c) The Representation Letter previously executed and delivered by the City, and applicable to the City's obligations delivered in book entry only form to DTC as securities depository, is hereby ratified and approved for the Certificates.

Section 3.10. Successor Securities Depository; Transfer Outside Book-Entry-Only System.

In the event that the City determines that it is in the best interest of the City and the beneficial owners of the Certificates that they be able to obtain certificated Certificates, or in the

event DTC discontinues the services described herein, the City shall (i) appoint a successor securities depository, qualified to act as such under Section 17(a) of the Securities and Exchange Act of 1934, as amended, notify DTC and DTC Participants of the appointment of such successor securities depository and transfer one or more separate Certificates to such successor securities depository; or (ii) notify DTC and DTC Participants of the availability through DTC of certificated Certificates and cause the Paying Agent/Registrar to transfer one or more separate registered Certificates to DTC Participants having Certificates credited to their DTC accounts. In such event, the Certificates shall no longer be restricted to being registered in the Register in the name of Cede & Co., as nominee of DTC, but may be registered in the name of the successor securities depository, or its nominee, or in whatever name or names Owners transferring or exchanging Certificates shall designate, in accordance with the provisions of this Ordinance.

Section 3.11. Payments to Cede & Co.

Notwithstanding any other provision of this Ordinance to the contrary, so long as the Certificates are registered in the name of Cede & Co., as nominee of DTC, all payments with respect to principal of, premium, if any, and interest on such Certificates, and all notices with respect to such Certificates shall be made and given, respectively, in the manner provided in the Representation Letter of the City to DTC.

ARTICLE IV

REDEMPTION OF CERTIFICATES BEFORE MATURITY

Section 4.1. Limitation on Redemption.

The Certificates shall be subject to redemption before scheduled maturity only as provided in this Article IV.

Section 4.2. Optional Redemption.

(a) The City has reserved the right to redeem at its option the Certificates maturing on and after December 1, 2026, in whole or from time to time in part before their respective scheduled maturity dates, on December 1, 2025, or on any date thereafter, at a redemption price equal to the principal amount thereof plus accrued interest to the date of redemption.

(b) The City, at least 45 days before the redemption date, unless a shorter period shall be satisfactory to the Paying Agent/Registrar, shall notify the Paying Agent/Registrar of such redemption and of the principal amount of Certificates to be redeemed.

Section 4.3. Mandatory Sinking Fund Redemption.

(a) The Certificates designated as “Term Certificates” in the form of Certificate contained in Section 6.2(a) (“Term Certificates”), are subject to scheduled mandatory redemption and will be redeemed by the City, in part at a price equal to the principal amount thereof, without premium, plus accrued interest to the redemption date, out of moneys available for such purpose in the Debt Service Fund, on the dates and in the respective principal amounts as set forth in the form of Certificate contained in Section 6.2(a).

(b) Prior to each scheduled mandatory redemption date, the Paying Agent/Registrar shall select for redemption by lot, or by any other customary method that results in a random selection, a principal amount of Term Certificates equal to the aggregate principal amount of such Term Certificates to be redeemed, shall call such Term Certificates for redemption on such scheduled mandatory redemption date, and shall give notice of such redemption, as provided in Section 4.5.

(c) The principal amount of the Term Certificates required to be redeemed on any redemption date pursuant to subparagraph (a) of this Section 4.3 shall be reduced, at the option of the City, by the principal amount of any Term Certificates which, at least 45 days prior to the mandatory sinking fund redemption date (i) shall have been acquired by the City at a price not exceeding the principal amount of such Term Certificates plus accrued interest to the date of purchase thereof, and delivered to the Paying Agent/Registrar for cancellation, or (ii) shall have been redeemed pursuant to the optional redemption provisions hereof and not previously credited to a mandatory sinking fund redemption.]

Section 4.4. Partial Redemption.

(a) If less than all of the Certificates are to be redeemed pursuant to Section 4.2 hereof, the City shall determine the maturity or maturities (or mandatory sinking fund redemption amounts within a Term Certificate) and the amounts thereof to be redeemed and shall direct the Paying Agent/Registrar to call by lot, or other customary method that results in random selection, the Certificates, or portions thereof, within such maturity or maturities and in such principal amounts for redemption.

(b) A portion of a single Certificate of a denomination greater than \$5,000 may be redeemed, but only in a principal amount equal to \$5,000 or any integral multiple thereof. If such a Certificate is to be partially redeemed, the Paying Agent/Registrar shall treat each \$5,000 portion of the Certificate as though it were a single Certificate for purposes of selection for redemption.

(c) Upon surrender of any Certificate for redemption in part, the Paying Agent/Registrar, in accordance with Section 3.6 of this Ordinance, shall authenticate and deliver an exchange Certificate or Certificates in an aggregate principal amount equal to the unredeemed portion of the Certificate so surrendered, such exchange being without charge.

(d) The Paying Agent/Registrar shall promptly notify the City in writing of the principal amount to be redeemed of any Certificate as to which only a portion thereof is to be redeemed.

Section 4.5. Notice of Redemption to Owners.

(a) The Paying Agent/Registrar shall give notice of any redemption of Certificates by sending notice by first class United States mail, postage prepaid, not less than 30 days before the date fixed for redemption, to the Owner of each Certificate (or part thereof) to be redeemed, at the address shown on the Register at the close of business on the Business Day next preceding the date of mailing such notice.

(b) The City reserves the right to give notice of its election or direction to redeem Certificates under Section 4.2 conditioned upon the occurrence of subsequent events. Such notice may state (i) that the redemption is conditioned upon the deposit of moneys and/or authorized securities, in an amount equal to the amount necessary to effect the redemption, with the Paying Agent/Registrar, or such other entity as may be authorized by law, no later than the redemption date or (ii) that the City retains the right to rescind such notice at any time prior to the scheduled redemption date if the City delivers a certificate of the City to the Paying Agent/Registrar instructing the Paying Agent/Registrar to rescind the redemption notice, and such notice and redemption shall be of no effect if such moneys and/or authorized securities are not so deposited or if the notice is rescinded. The Paying Agent/Registrar shall give prompt notice of any such rescission of a conditional notice of redemption to the affected Owners. Any Certificates subject to conditional redemption where redemption has been rescinded shall remain Outstanding.

(c) Any notice given as provided in this Section shall be conclusively presumed to have been duly given, whether or not the Owner receives such notice.

Section 4.6. Payment Upon Redemption.

(a) Before or on each redemption date, the City shall deposit with the Paying Agent/Registrar money sufficient to pay all amounts due on the redemption date and the Paying Agent/Registrar shall make provision for the payment of the Certificates to be redeemed on such date by setting aside and holding in trust such amounts as are received by the Paying Agent/Registrar from the City and shall use such funds solely for the purpose of paying the principal of, redemption premium, if any, and accrued interest on the Certificates being redeemed.

(b) Upon presentation and surrender of any Certificate called for redemption at the Designated Payment/Transfer Office of the Paying Agent/Registrar on or after the date fixed for redemption, the Paying Agent/Registrar shall pay the principal of, redemption premium, if any, and accrued interest on such Certificate to the date of redemption from the money set aside for such purpose.

Section 4.7. Effect of Redemption.

(a) When Certificates have been called for redemption in whole or in part and due provision has been made to redeem same as herein provided, the Certificates or portions thereof so redeemed shall no longer be regarded as outstanding except for the purpose of receiving payment solely from the funds so provided for redemption, and the rights of the Owners to collect interest which would otherwise accrue after the redemption date on any Certificate or portion thereof called for redemption shall terminate on the date fixed for redemption. If the City shall fail to make provision for payment of all sums due on a redemption date, then any Certificate or portion thereof called for redemption shall continue to bear interest at the rate stated on the Certificate until due provision is made for the payment of same.

(b) If the City shall fail to make provision for payment of all sums due on a redemption date, then any Certificate or portion thereof called for redemption shall continue to

bear interest at the rate stated on the Certificate until due provision is made for the payment of same by the City.

Section 4.8. Lapse of Payment. Money set aside for the redemption of the Certificates and remaining unclaimed by the Owners thereof shall be subject to the provisions of Section 3.3(f) hereof.

ARTICLE V

PAYING AGENT/REGISTRAR

Section 5.1. Appointment of Initial Paying Agent/Registrar.

(a) The City hereby appoints BOKF, N.A., Austin, Texas, as its initial registrar and transfer agent (the "Paying Agent/Registrar") to keep such books or records and make such transfers and registrations under such reasonable regulations as the City and the Paying Agent/Registrar may prescribe; and the Paying Agent/Registrar shall make such transfer and registrations as herein provided. It shall be the duty of the Paying Agent/Registrar to obtain from the Owners and record in the Register the address of such Owner of each Certificate to which payments with respect to the Certificates shall be mailed, as provided herein. The City or its designee shall have the right to inspect the Register during regular business hours of the Paying Agent/Registrar, but otherwise the Paying Agent/Registrar shall keep the Registration Books confidential and, unless otherwise required by law, shall not permit their inspection by any other entity.

(b) The City hereby further appoints the Paying Agent/Registrar to act as the paying agent for paying the principal of and interest on the Certificates. The Paying Agent/Registrar shall keep proper records of all payments made by the City and the Paying Agent/Registrar with respect to the Certificates, and of all conversions, exchanges and replacements of such Certificates, as provided in the Ordinance.

(c) The City hereby approves and the Mayor or Mayor Pro Tem and the City Clerk are hereby authorized to execute and deliver a Paying Agent/Registrar Agreement, specifying the duties and responsibilities of the City and the Paying Agent/Registrar.

Section 5.2. Qualifications.

Each Paying Agent/Registrar shall be a commercial bank or trust company organized under the laws of the State, or any other entity duly qualified and legally authorized to serve as and perform the duties and services of paying agent and registrar for the Certificates.

Section 5.3. Maintaining Paying Agent/Registrar.

(a) At all times while any Certificates are outstanding, the City will maintain a Paying Agent/Registrar that is qualified under Section 5.2 of this Ordinance.

(b) If the Paying Agent/Registrar resigns or otherwise ceases to serve as such, the City will promptly appoint a replacement, provided no such resignation shall be effective until a

successor Paying Agent/Registrar has accepted the duties of Paying Agent/Registrar for the Certificates.

Section 5.4. Termination.

The City reserves the right to terminate the appointment of any Paying Agent/Registrar by delivering to the entity whose appointment is to be terminated (i) 45 days written notice of the termination of the appointment and of the Paying Agent/Registrar Agreement, stating the effective date of such termination, and (ii) appointing a successor Paying Agent/Registrar; provided, that, no such termination shall be effective until a successor Paying Agent/Registrar has assumed the duties of Paying Agent/Registrar for the Certificates.

Section 5.5. Notice of Change to Owners.

Promptly upon each change in the entity serving as Paying Agent/Registrar, the City will cause notice of the change to be sent to each Owner by United States mail, first class, postage prepaid, at the address in the Register, stating the effective date of the change and the name and mailing address of the replacement Paying Agent/Registrar.

Section 5.6. Agreement to Perform Duties and Functions.

By accepting the appointment as Paying Agent/Registrar, the Paying Agent/Registrar is deemed to have agreed to the provisions of this Ordinance and that it will perform the duties and functions of Paying Agent/Registrar prescribed hereby and under the Paying Agent/Registrar Agreement.

Section 5.7. Delivery of Records to Successor.

If a Paying Agent/Registrar is replaced, such Paying Agent/Registrar, promptly upon the appointment of the successor, will deliver the Register (or a copy thereof) and all other pertinent books and records relating to the Certificates to the successor Paying Agent/Registrar.

ARTICLE VI

FORM OF THE CERTIFICATES

Section 6.1. Form Generally.

(a) The Certificates, including the Registration Certificate of the Comptroller of Public Accounts of the State of Texas, the Certificate of the Paying Agent/Registrar and the Assignment form to appear on each of the Certificates, (i) shall be substantially in the form set forth in this Article, with such appropriate insertions, omissions, substitutions, and other variations as are permitted or required by this Ordinance, and (ii) may have such letters, numbers, or other marks of identification (including identifying numbers and letters of the Committee on Uniform Securities Identification Procedures of the American Bankers Association) and such legends and endorsements (including any reproduction of an opinion of counsel) thereon as, consistently herewith, may be determined by the City or by the officers executing such Certificates, as evidenced by their execution thereof.

(b) Any portion of the text of any Certificates may be set forth on the reverse side thereof, with an appropriate reference thereto on the face of the Certificates.

(c) The definitive Certificates, if any, shall be typewritten, photocopied, printed, lithographed, or engraved, and may be produced by any combination of these methods or produced in any other similar manner, all as determined by the officers executing such Certificates, as evidenced by their execution thereof.

(d) The Initial Certificate submitted to the Attorney General of the State of Texas may be typewritten and photocopied or otherwise reproduced.

Section 6.2. Form of the Certificates.

The form of the Certificates, including the form of the Registration Certificate of the Comptroller of Public Accounts of the State of Texas, the form of Certificate of the Paying Agent/Registrar and the form of Assignment appearing on the Certificates, shall be substantially as follows:

(a) Form of Certificate.

REGISTERED
NO. _____

REGISTERED
\$ _____

UNITED STATES OF AMERICA
STATE OF TEXAS
GALVESTON COUNTY

CITY OF LA MARQUE, TEXAS
TAX AND REVENUE CERTIFICATE OF OBLIGATION
SERIES 2016

<u>INTEREST RATE:</u>	<u>MATURITY DATE:</u>	<u>DATED DATE:</u>	<u>CUSIP NUMBER:</u>
_____ %	December 1, 20__	June 1, 2016	_____

The City of La Marque (the "City"), in Galveston County, State of Texas, for value received, hereby promises to pay to

or registered assigns, on the Maturity Date specified above, the sum of

_____ DOLLARS

and to pay interest on such principal amount from the later of the Closing Date specified above or the most recent interest payment date to which interest has been paid or provided for until payment of such principal amount has been paid or provided for, at the per annum rate of interest specified above, computed on the basis of a 360-day year of twelve 30-day months, such interest

to be paid semiannually on June 1 and December 1 of each year, commencing on December 1, 2016.

The principal of this Certificate shall be payable without exchange or collection charges in lawful money of the United States of America upon presentation and surrender of this Certificate at the corporate trust office of BOKF, N.A., Austin, Texas, or such other location designated by the Paying Agent/Registrar (the "Designated Payment/Transfer Office"), of the Paying Agent/Registrar or, with respect to a successor Paying Agent/Registrar, at the Designated Payment/Transfer Office of such successor. Interest on this Certificate is payable by check dated as of the interest payment date, and will be mailed by the Paying Agent/Registrar to the registered owner at the address shown on the registration books kept by the Paying Agent/Registrar or by such other customary banking arrangement acceptable to the Paying Agent/Registrar and the registered owner; provided, however, such registered owner shall bear all risk and expenses of such customary banking arrangement. For the purpose of the payment of interest on this Certificate, the registered owner shall be the person in whose name this Certificate is registered at the close of business on the "Record Date," which shall be the fifteenth day of the month next preceding such interest payment date. In the event of a nonpayment of interest on a scheduled payment date, and for 30 days thereafter, a new record date for such interest payment (a "Special Record Date") will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the Special Record Date and of the special payment date of the past due interest (the "Special Payment Date," which date shall be 15 days after the Special Record Date) shall be sent at least five business days prior to the Special Record Date by United States mail, first class, postage prepaid, to the address of each owner of a Certificate appearing on the books of the Paying Agent/Registrar at the close of business on the last day next preceding the date of mailing of such notice.

If the date for the payment of the principal of or interest on this Certificate is not a Business Day, the date for such payment shall be the next succeeding day which is not a Saturday, Sunday or legal holiday, or day on which banking institutions in the State of Texas or the city in which the Designated Payment/Transfer Office of the Paying Agent/Registrar is located are generally authorized or obligated by law or executive order to close (a "Business Day"), and payment on such date shall for all purposes be deemed to have been made on the original date payment was due.

This Certificate is dated the Dated Date and is one of a series of fully registered certificates specified in the title hereof issued in the aggregate principal amount of **[\$10,000,000]** (herein referred to as the "Certificates"), issued pursuant to a certain ordinance of the City (the "Ordinance") for the costs associated with the construction of improvements to and the rehabilitation and equipment of the City's water, sewer and wastewater system, the construction and equipment of a public safety building, the cost of professional services incurred in connection therewith and the costs of issuing the Certificates.

The City has reserved the right to redeem the Certificates maturing on and after December 1, 2026, in whole or from time to time in part before their respective scheduled maturity dates, on December 1, 2025, or on any date thereafter, at a redemption price equal to the principal amount thereof plus accrued interest to the date of redemption. If less than all of the

Certificates are to be redeemed, the City shall determine the maturity or maturities and the amounts thereof to be redeemed and shall direct the Paying Agent/Registrar to call by lot the Certificates, or portions thereof, within such maturity and in such principal amounts, for redemption.

[Certificates maturing on December 1, 20__ (the “Term Certificates”) are subject to mandatory sinking fund redemption prior to their scheduled maturity, and will be redeemed by the City, in part at a redemption price equal to the principal amount thereof, without premium, plus interest accrued to the redemption date, on the dates and in the principal amounts shown in the following schedule:

\$ Term Certificates Maturing December 1, 20__

December 1, 20__	\$ _____
December 1, 20__ (Maturity)	\$ _____

The Paying Agent/Registrar will select by lot or by any other customary method that results in a random selection the specific Term Certificates (or with respect to Term Certificates having a denomination in excess of \$5,000, each \$5,000 portion thereof) to be redeemed by mandatory redemption. The principal amount of Term Certificates required to be redeemed on any redemption date pursuant to the foregoing mandatory sinking fund redemption provisions hereof shall be reduced, at the option of the City, by the principal amount of any Term Certificates which, at least 45 days prior to the mandatory sinking fund redemption date (i) shall have been acquired by the City at a price not exceeding the principal amount of such Term Certificates plus accrued interest to the date of purchase thereof, and delivered to the Paying Agent/Registrar for cancellation, or (ii) shall have been redeemed pursuant to the optional redemption provisions hereof and not previously credited to a mandatory sinking fund redemption.]

Not less than 30 days prior to a redemption date for the Certificates, the City shall cause a notice of redemption to be sent by United States mail, first class, postage prepaid, to the Owners of the Certificates to be redeemed at the address of the Owner appearing on the registration books of the Paying Agent/Registrar at the close of business on the business day next preceding the date of mailing such notice.

The City reserves the right to give notice of its election or direction to redeem Certificates pursuant to an optional redemption conditioned upon the occurrence of subsequent events. Such notice may state (i) that the redemption is conditioned upon the deposit of moneys and/or authorized securities, in an amount equal to the amount necessary to effect the redemption, with the Paying Agent/Registrar, or such other entity as may be authorized by law, no later than the redemption date, or (ii) that the City retains the right to rescind such notice at any time on or prior to the scheduled redemption date if the City delivers a certificate of the City to the Paying Agent/Registrar instructing the Paying Agent/Registrar to rescind the redemption notice and such notice and redemption shall be of no effect if such moneys and/or authorized securities are not so deposited or if the notice is rescinded. The Paying Agent/Registrar shall give prompt notice of any such rescission of a conditional notice of redemption to the affected Owners. Any Certificates subject to conditional redemption and such redemption has been

rescinded shall remain Outstanding and the rescission of such redemption shall not constitute an event of default. Further, in the case of a conditional redemption, the failure of the City to make moneys and or authorized securities available in part or in whole on or before the redemption date shall not constitute an event of default.

Any notice so mailed shall be conclusively presumed to have been duly given, whether or not the registered owner receives such notice. Notice having been so given and subject, in the case of an optional redemption, to any rights or conditions reserved by the City in the notice, the Certificates called for redemption shall become due and payable on the specified redemption date, and notwithstanding that any Certificate or portion thereof has not been surrendered for payment, interest on such Certificates or portions thereof shall cease to accrue.

As provided in the Ordinance, and subject to certain limitations therein set forth, this Certificate is transferable upon surrender of this Certificate for transfer at the designated office of the Paying Agent/Registrar with such endorsement or other evidence of transfer as is acceptable to the Paying Agent/Registrar; thereupon, one or more new fully registered Certificates of the same stated maturity, of authorized denominations, bearing the same rate of interest, and for the same aggregate principal amount will be issued to the designated transferee or transferees.

The City, the Paying Agent/Registrar, and any other person may treat the person in whose name this Certificate is registered as the owner hereof for the purpose of receiving payment as herein provided (except interest shall be paid to the person in whose name this Certificate is registered on the Record Date) and for all other purposes, whether or not this Certificate be overdue, and neither the City nor the Paying Agent/Registrar shall be affected by notice to the contrary.

IT IS HEREBY certified, recited and covenanted that this Certificate has been duly and validly issued and delivered; that all acts, conditions and things required or proper to be performed, to exist and to be done precedent to or in the issuance and delivery of this Certificate have been performed, exist and have been done in accordance with law; and that annual ad valorem taxes, within the limits prescribed by law, sufficient to provide for the payment of the interest on and principal of this Certificate, as such interest comes due and such principal matures, have been levied and ordered to be levied against all taxable property in the City.

IT IS FURTHER certified, recited and represented that the revenues to be derived from the operation of the City's water, sewer and wastewater system, after the payment of all operation and maintenance expenses thereof (the "Net Revenues"), are pledged to the payment of the principal of and interest on the Certificates in an amount not to exceed \$1,000; provided, however, that such pledge is junior and subordinate in all respects to the pledge of the Net Revenues to the payment of all outstanding obligations of the City and any obligation of the City, whether authorized heretofore or hereafter, which the City designates as having a pledge senior to the pledge of the Net Revenues to the payment of the Certificates. The City also reserves the right to issue, for any lawful purpose at any time, in one or more installments, bonds, certificates of obligation and other obligations of any kind payable in whole or in part from the Net Revenues, secured by a pledge of the Net Revenues that may be prior and superior in right to, on a parity with, or junior and subordinate to the pledge of the Net Revenues securing the Certificates.

IN WITNESS WHEREOF, the City has caused this Certificate to be executed by the manual or facsimile signature of the Mayor or Mayor Pro Tem of the City and countersigned by the manual or facsimile signature of the City Clerk, and the official seal of the City has been duly impressed or placed in facsimile on this Certificate.

City Clerk
City of La Marque, Texas

Mayor [Pro Tem] ¹
City of La Marque, Texas

[SEAL]

(b) Form of Comptroller's Registration Certificate.

REGISTRATION CERTIFICATE OF
COMPTROLLER OF PUBLIC ACCOUNTS

OFFICE OF THE COMPTROLLER §
OF PUBLIC ACCOUNTS § REGISTER NO. _____
THE STATE OF TEXAS §

I HEREBY CERTIFY THAT there is on file and of record in my office a certificate to the effect that the Attorney General of the State of Texas has approved this Certificate, and that this Certificate has been registered this day by me.

WITNESS MY SIGNATURE AND SEAL OF OFFICE this _____.

[SEAL]

Comptroller of Public Accounts
of the State of Texas

(c) Form of Certificate of Paying Agent/Registrar.

The following Certificate of Paying Agent/Registrar may be deleted from the Initial Certificate if the Comptroller's Registration Certificate appears thereon.

CERTIFICATE OF PAYING AGENT/REGISTRAR

The records of the Paying Agent/Registrar show that the Initial Certificate of this series of certificates of obligation was approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts of the State of Texas, and that this is one of the Certificates referred to in the within-mentioned Ordinance.

¹ Delete if the Mayor executes the Initial Certificate

BOKF, N.A.,
as Paying Agent/Registrar

Dated: _____

By: _____
Authorized Signatory

(d) Form of Assignment.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns, and transfers unto (print or typewrite name, address and Zip Code of transferee): _____

(Social Security or other identifying number: _____) the within Certificate and all rights hereunder and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Certificate on the books kept for registration hereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed By:

Authorized Signatory

NOTICE: The signature on this Assignment must correspond with the name of the registered owner as it appears on the face of the within Certificate in every particular and must be guaranteed in a manner acceptable to the Paying Agent/Registrar.

(e) The Initial Certificate shall be in the form set forth in paragraphs (a), (b) and (d) of this Section, except for the following alterations:

(i) immediately under the name of the Certificate the headings "INTEREST RATE" and "MATURITY DATE" shall both be completed with the expression "As Shown Below" and "CUSIP _____" deleted; and

(ii) in the first paragraph of the Certificate, the words "on the Maturity Date specified above, the sum of _____ DOLLARS" shall be deleted and the following will be inserted: "on December 1 in each of the years, in the principal installments and bearing interest at the per annum rates set forth in the following schedule:"

(Information to be inserted from schedule in Section 3.2 of the Ordinance)

- (iii) the Initial Certificate shall be numbered I-1.

Section 6.3. CUSIP Registration.

The City may secure identification numbers through the CUSIP Global Services, managed by S&P Capital IQ on behalf of the American Bankers Association, and may authorize the printing of such numbers on the face of the Certificates. It is expressly provided, however, that the presence or absence of CUSIP numbers on the Certificates or any errors or omissions in the printing of such number shall be of no significance or effect in regard to the legality thereof and neither the City nor the attorneys approving said Certificates as to legality are to be held responsible for CUSIP numbers incorrectly printed on the Certificates.

Section 6.4. Bond Insurance.

If bond insurance is obtained by the Initial Purchaser (hereinafter defined), the Certificates may bear an appropriate legend as provided by the insurer.

Section 6.5. Legal Opinion.

The approving legal opinion of Bond Counsel may be attached to or printed on the reverse side of each Certificate over the certification of the City Clerk of the City, which may be executed in facsimile.

ARTICLE VII

SALE AND DELIVERY OF CERTIFICATES; DEPOSIT OF PROCEEDS; OFFICIAL STATEMENT

Section 7.1. Sale of Certificates.

(a) The sale and delivery of the Certificates, having been duly advertised and offered for sale at competitive bid, are hereby sold and awarded to _____ (the "Initial Purchaser") for a purchaser price equal to the principal amount thereof plus a cash premium of \$_____, being the bid which produced the lowest true interest cost, subject to the approving opinion as to the legality of the Certificates of the Attorney General of the Texas and the opinion of Bond Counsel. The Initial Certificate shall be registered in the name of the Initial Purchaser or its designee. The Mayor or Mayor Pro Tem and all other officers, agents and representatives of the City are hereby authorized to do any and all things necessary or desirable to satisfy the conditions to and to provide for the issuance delivery of the Certificates.

Section 7.2. Control and Delivery of Certificates.

(a) The Mayor or Mayor Pro Tem of the City is hereby authorized to have control of the Initial Certificate and all necessary records and proceedings pertaining thereto pending investigation, examination, and approval of the Attorney General of the State of Texas,

registration by the Comptroller of Public Accounts of the State of Texas and registration with, and initial exchange or transfer by, the Paying Agent/Registrar.

(b) After registration by the Comptroller of Public Accounts, delivery of the Certificates shall be made to the Initial Purchaser under and subject to the general supervision and direction of the Mayor or Mayor Pro Tem, against receipt by the City of all amounts due to the City under the terms of sale.

(c) All officers of the City are authorized to execute such documents, certificates and receipts and to make such elections with respect to the tax-exempt status of the Certificates, as they may deem necessary to consummate the delivery of the Certificates.

Section 7.3. Deposit of Proceeds.

Proceeds from the sale of the Certificates shall, promptly upon receipt by the City, be applied as follows:

(a) The amount of \$_____, consisting of \$_____ principal amount of Certificate proceeds plus premium received from the sale of the Certificates in the amount of \$_____, shall be used for the purposes set forth in Section 3.1.

(b) Premium received from the sale of the Certificates in the amount of \$_____ shall be used to pay the costs of issuance.

(c) Any amounts remaining after accomplishing such purposes and paying costs of issuance shall be used for the purposes described in subsection (a) above.

Section 7.4. Official Statement.

The form and substance of the Preliminary Official Statement and any addenda, supplement or amendment thereto, is hereby ratified and approved, and is deemed final within the meaning and for the purposes of paragraph (b)(1) of Rule 15c2-12 under the Securities Exchange Act of 1934. The City hereby authorizes the preparation of a final Official Statement to add the terms of the Initial Purchaser's bid and other relevant information. The use of such final Official Statement in the reoffering of the Certificates by the Initial Purchaser is hereby approved and authorized. The proper officials of the City are authorized to execute and deliver a certificate pertaining to such Official Statement as prescribed therein, dated as of the date of payment for and delivery of the Certificates.

ARTICLE VIII

QUALIFIED TAX-EXEMPT OBLIGATIONS

Section 8.1. Qualified Tax-Exempt Obligations.

The City hereby designates the Certificates as "qualified tax-exempt obligations" for purposes of section 265(b) of the Code. In connection therewith, the City represents (a) that the aggregate amount of tax-exempt obligations issued by the City during calendar year 2016,

including the Certificates, that have been designated as “qualified tax-exempt obligations” under section 265(b)(3) of the Code does not exceed \$10,000,000, and (b) that the reasonably anticipated amount of tax-exempt obligations that will be issued by the City during calendar year 2016, including the Certificates, will not exceed \$10,000,000. For purposes of this Section, the term “tax-exempt obligation” does not include (i) “private activity bonds” within the meaning of section 141 of the Code, other than “qualified 501(c)(3) bonds” within the meaning of section 145 of the Code or (ii) obligations issued to currently refund any obligation to the extent that the amount of the refunding obligation does not exceed the outstanding amount of the refunded obligation. In addition, for purposes of this Section, the City includes all entities which are aggregated with the City under the Code.

ARTICLE IX

PARTICULAR REPRESENTATIONS AND COVENANTS

Section 9.1. Payment of the Certificates.

On or before each Interest Payment Date while any of the Certificates are outstanding and unpaid, there shall be made available to the Paying Agent/Registrar, out of the Debt Service Fund, money sufficient to pay such interest on and principal of, redemption premium, if any, and interest on the Certificates as will accrue or mature on the applicable Interest Payment Date or date of prior redemption.

Section 9.2. Other Representations and Covenants.

(a) The City will faithfully perform, at all times, any and all covenants, undertakings, stipulations, and provisions contained in this Ordinance and in each Certificate; the City will promptly pay or cause to be paid the principal of, redemption premium, if any, and interest on each Certificate on the dates and at the places and manner prescribed in such Certificate; and the City will, at the times and in the manner prescribed by this Ordinance, deposit or cause to be deposited the amounts of money specified by this Ordinance.

(b) The City is duly authorized under the laws of the State of Texas to issue the Certificates; all action on its part for the creation and issuance of the Certificates has been duly and effectively taken; and the Certificates in the hands of the Owners thereof are and will be valid and enforceable obligations of the City in accordance with their terms.

Section 9.3. Provisions Concerning Federal Income Tax Exclusion.

(a) General. The City intends that the interest on the Certificates be excludable from gross income for purposes of federal income taxation pursuant to sections 103 and 141 through 150 of the Code. The City covenants and agrees not to take any action, or knowingly omit to take any action within its control, that if taken or omitted, respectively, would (i) cause the interest on the Certificates to be includable in the gross income, as defined in section 61 of the Code, of the holders thereof for purposes of federal income taxation or (ii) result in the violation of or failure to satisfy any applicable provision of Section 103 and 141 through 150 of the Code and the Regulations promulgated thereunder. In particular, the City covenants and agrees to comply with each requirement of this Section 9.3; provided, however, that the City will not be

required to comply with any particular requirement of this Section 9.3 if the City has received an opinion of nationally recognized bond counsel (“Counsel’s Opinion”) that (i) such noncompliance will not adversely affect the exclusion from gross income for federal income tax purposes of interest on the Certificates or (ii) compliance with some other requirement set forth in this Section 9.3 will satisfy the applicable requirements of the Code, in which case compliance with such other requirement specified in such Counsel’s Opinion will constitute compliance with the corresponding requirement specified in this Section 9.3.

(b) No Private Use or Payment and No Private Loan Financing. The City will certify, through an authorized officer, employee or agent, that, based upon all facts and estimates known or reasonably expected to be in existence on the date the Certificates are delivered, the proceeds of the Certificates will not be used in a manner that would cause the Certificates to be “private activity bonds” within the meaning of section 141 of the Code and the Regulations. The City covenants and agrees that it will make such use of the proceeds of the Certificates, including interest or other investment income derived from Certificate proceeds, regulate the use of property financed, directly or indirectly, with such proceeds, and take such other and further action as may be required so that the bonds will not be “private activity bonds” within the meaning of section 141 of the Code and the Regulations.

(c) No Federal Guaranty. The City covenants and agrees not to take any action, or knowingly omit to take any action within its control, that, if taken or omitted, respectively, would cause the Certificates to be “federally guaranteed” within the meaning of section 149(b) of the Code and the Regulations, except as permitted by section 149(b)(3) of the Code and the Regulations.

(d) Certificates Are Not Hedge Bonds. The City covenants and agrees not to take any action, or knowingly omit to take any action, and has not knowingly omitted and will not knowingly omit to take any action, within its control, that, if taken or omitted, respectively, would cause the Certificates to be “hedge bonds” within the meaning of section 149(g) of the Code and the Regulations.

(e) No-Arbitrage Covenant. The City will certify, through an authorized officer, employee or agent, that, based upon all facts and estimates known or reasonably expected to be in existence on the date the Certificates are delivered, the proceeds of the Certificates will not be used in a manner that would cause the Certificates to be “arbitrage bonds” within the meaning of section 148(a) of the Code and the Regulations. Moreover, the City covenants and agrees that it will make such use of the proceeds of the Certificates including interest or other investment income derived from Certificate proceeds, regulate investments of proceeds of the Certificates, and take such other and further action as may be required so that the Certificates will not be “arbitrage bonds” within the meaning of section 148(a) of the Code and the Regulations.

(f) Arbitrage Rebate. If the City does not qualify for an exception to the requirements of Section 148(f) of the Code, the City will take all necessary steps to comply with the requirement that certain amounts earned by the City on the investment of the “gross proceeds” of the Certificates (within the meaning of section 148(f)(6)(B) of the Code), be rebated to the federal government. Specifically, the City will (i) maintain records regarding the investment of the gross proceeds of the Certificates as may be required to calculate the amount

earned on the investment of the gross proceeds of the Certificates separately from records of amounts on deposit in the funds and accounts of the City allocable to other bond issues of the City or moneys that do not represent gross proceeds of any Certificates of the City, (ii) calculate at such times as are required by the Regulations, the amount earned from the investment of the gross proceeds of the Certificates that is required to be rebated to the federal government, and (iii) pay, not less often than every fifth anniversary date of the delivery of the Certificates or on such other dates as may be permitted under the Regulations, all amounts required to be rebated to the federal government. Further, the City will not indirectly pay any amount otherwise payable to the federal government pursuant to the foregoing requirements to any person other than the federal government by entering into any investment arrangement with respect to the gross proceeds of the Certificates that might result in a reduction in the amount required to be paid to the federal government because such arrangement results in a smaller profit or a larger loss than would have resulted if the arrangement had been at arm's length and had the yield on the issue not been relevant to either party.

(g) Information Reporting. The City covenants and agrees to file or cause to be filed with the Secretary of the Treasury, not later than the 15th day of the second calendar month after the close of the calendar quarter in which the Certificates are issued, an information statement concerning the Certificates, all under and in accordance with section 149(e) of the Code and the Regulations.

(h) Record Retention. The City will retain all pertinent and material records relating to the use and expenditure of the proceeds of the Certificates until three years after the last Certificate is redeemed, or such shorter period as authorized by subsequent guidance issued by the Department of Treasury, if applicable. All records will be kept in a manner that ensures their complete access throughout the retention period. For this purpose, it is acceptable that such records are kept either as hardcopy books and records or in an electronic storage and retrieval system, provided that such electronic system includes reasonable controls and quality assurance programs that assure the ability of the City to retrieve and reproduce such books and records in the event of an examination of the Certificates by the Internal Revenue Service.

(i) Registration. The Certificates will be issued in registered form.

(j) Deliberate Action. The City will not take a deliberate action (as defined in section 1.141-2(d)(3) of the Regulations) that causes the Certificates to fail to meet any requirement of section 141 of the code after the issue date of the Certificates unless an appropriate remedial action is permitted by section 1.141-12 of the Regulations, the City takes such remedial action, and an opinion of Bond Counsel is obtained that such remedial action cures any failure to meet the requirements of section 141 of the Code.

(k) Continuing Obligation. Notwithstanding any other provision of this Ordinance, the City's obligations under the covenants and provisions of this Section 9.3 will survive the defeasance and discharge of the Certificates for so long as such matters are relevant to the exclusion from gross income of interest on the Certificates for federal income tax purposes.

ARTICLE X

DISCHARGE

Section 10.1. Discharge.

The Certificates may be defeased, discharged or refunded in any manner now or hereafter permitted by applicable law.

ARTICLE XI

CONTINUING DISCLOSURE UNDERTAKING

Section 11.1. Annual Reports.

(a) The City shall provide annually to the MSRB, (i) within six (6) months after the end of each Fiscal Year of the City ending in or after 2016, financial information and operating data with respect to the City of the general type included in the Official Statement under [Tables 1 through 4, 6, 7 and 9 through 12], and including financial statements of the City if audited financial statements of the City are then available, and (ii) if not provided as part such financial information and operating data, audited financial statements when they become available. Any financial statements so to be provided shall be (i) prepared in accordance with the accounting principles described in the rules to the financial statements for the most recently concluded Fiscal Year, or such other accounting principles as the City may be required to employ, from time to time, by State law or regulation, and (ii) audited, if the City commissions an audit of such statements and the audit is completed within the period during which they must be provided. If the audit of such financial statements is not complete within 12 months after any such fiscal year end, then the City shall file unaudited financial statements within such 12-month period and audited financial statements for the applicable fiscal year, when and if the audit report on such financial statements becomes available.

(b) If the City changes its fiscal year, it will notify the MSRB of the change (and of the date of the new fiscal year end) prior to the next date by which the City otherwise would be required to provide financial information and operating data pursuant to this Section.

(c) The financial information and operating data to be provided pursuant to this Section may be set forth in full in one or more documents or may be included by specific referenced to any document (including an official statement or other offering document, if it is available from the MSRB) that theretofore has been provided to the MSRB or filed with the SEC.

Section 11.2. Specified Event Notices.

(a) The City shall provide the following to the MSRB, in an electronic format as prescribed by the MSRB, in a timely manner not in excess of ten (10) business days after the occurrence of the event, notice of any of the following events with respect to the Certificates:

- (1) Principal and interest payment delinquencies;

- (2) Non-payment related defaults, if material;
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of Certificates, or other material events affecting the tax status of the Certificates;
- (7) Modifications to rights of the holders of the Certificates, if material;
- (8) Certificate calls, if material, and tender offers;
- (9) Defeasances;
- (10) Release, substitution, or sale of property securing repayment of the Certificates, if material;
- (11) Rating changes;
- (12) Bankruptcy, insolvency, receivership or similar event of the City;

Note to paragraph 12: For the purposes of the event identified in paragraph 12 of this section, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the City in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the City, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the City.

- (13) The consummation of a merger, consolidation, or acquisition involving the City or the sale of all or substantially all of the assets of the City, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive

agreement relating to any such actions, other than pursuant to its terms, if material; and

- (14) Appointment of successor or additional paying agent/registrar or the change of name of a paying agent/registrar, if material.

(b) The City shall notify the MSRB, in a timely manner, of any failure by the City to provide financial information or operating data in accordance with Section 11.1 of this Ordinance by the time required by such Section.

Section 11.3. Limitations, Disclaimers and Amendments.

(a) The City shall be obligated to observe and perform the covenants specified in this Article for so long as, but only for so long as, the City remains an “obligated person” with respect to the Certificates within the meaning of the Rule, except that the City in any event will give notice of any redemption calls and any defeasances that cause the City to be no longer an “obligated person.”

(b) The provisions of this Article are for the sole benefit of the Owners and beneficial owners of the Certificates, and nothing in this Article, express or implied, shall give any benefit or any legal or equitable right, remedy, or claim hereunder to any other person. The City undertakes to provide only the financial information, operating data, financial statements, and notices which it has expressly agreed to provide pursuant to this Article and does not hereby undertake to provide any other information that may be relevant or material to a complete presentation of the City’s financial results, condition, or prospects or hereby undertake to update any information provided in accordance with this Article or otherwise, except as expressly provided herein. The City does not make any representation or warranty concerning such information or its usefulness to a decision to invest in or sell Certificates at any future date.

UNDER NO CIRCUMSTANCES SHALL THE CITY BE LIABLE TO THE OWNER OR BENEFICIAL OWNER OF ANY CERTIFICATE OR ANY OTHER PERSON, IN CONTRACT OR TORT, FOR DAMAGES RESULTING IN WHOLE OR IN PART FROM ANY BREACH BY THE CITY, WHETHER NEGLIGENT OR WITH OR WITHOUT FAULT ON ITS PART, OF ANY COVENANT SPECIFIED IN THIS ARTICLE, BUT EVERY RIGHT AND REMEDY OF ANY SUCH PERSON, IN CONTRACT OR TORT, FOR OR ON ACCOUNT OF ANY SUCH BREACH SHALL BE LIMITED TO AN ACTION FOR MANDAMUS OR SPECIFIC PERFORMANCE.

(c) No default by the City in observing or performing its obligations under this Article shall constitute a breach of or default under the Ordinance for purposes of any other provisions of this Ordinance.

(d) Nothing in this Article is intended or shall act to disclaim, waive, or otherwise limit the duties of the City under federal and state securities laws.

(e) The provisions of this Article may be amended by the City from time to time to adapt to changed circumstances that arise from a change in legal requirements, a change in law, or a change in the identity, nature, status, or type of operations of the City, but only if (i) the

provisions of this Article, as so amended, would have permitted an underwriter to purchase or sell Certificates in the primary offering of the Certificates in compliance with the Rule, taking into account any amendments or interpretations of the Rule to the date of such amendment, as well as such changed circumstances, and (ii) either (A) the Owners of a majority in aggregate principal amount (or any greater amount required by any other provisions of this Ordinance that authorizes such an amendment) of the outstanding Certificates consent to such amendment or (B) a person that is unaffiliated with the City (such as nationally recognized bond counsel) determines that such amendment will not materially impair the interests of the Owners and beneficial owners of the Certificates. The provisions of this Article may also be amended from time to time or repealed by the City if the SEC amends or repeals the applicable provisions of the Rule or a court of final jurisdiction determines that such provisions are invalid, but only if and to the extent that reservation of the City's right to do so would not prevent the Underwriter of the initial public offering of the Certificates from lawfully purchasing or selling Certificates in such offering. If the City so amends the provisions of this Article, it shall include with any amended financial information or operating data next provided in accordance with Section 11.1 an explanation, in narrative form, of the reasons for the amendment and of the impact of any change in the type of financial information or operating data so provided.

ARTICLE XII

MISCELLANEOUS

Section 12.1. Changes to Ordinance.

Bond Counsel is hereby authorized to make any changes to the terms of this Ordinance if necessary or desirable to carry out the purposes hereof or in connection with the approval of the issuance of the Certificates by the Attorney General of Texas.

Section 12.2. Partial Invalidity.

If any section, paragraph, clause or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

Section 12.3. Repealer.

All ordinances or resolutions, or parts thereof, heretofore adopted by the City and inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

Section 12.4. Individuals Not Liable.

No covenant, stipulation, obligation or agreement herein contained shall be deemed to be a covenant, stipulation, obligation or agreement of any member of City Council or agent or employee of City Council or of the City in his or her individual capacity and neither the members of City Council nor any officer thereof, nor any agent or employee of City Council or of the City, shall be liable personally on the Certificates, or be subject to any personal liability or accountability by reason of the issuance thereof.

Section 12.5. Related Matters.

To satisfy in a timely manner all of the City's obligations under this Ordinance, the Mayor or Mayor Pro Tem, the City Clerk and all other appropriate officers and agents of the City are hereby authorized and directed to do any and all things necessary and/or convenient in order to consummate the delivery of the Certificates, pay the costs of issuance on the Certificates, and effectuate the terms and purposes of this Ordinance.

Section 12.6. Force and Effect.

This Ordinance shall be in full force and effect from and after its final passage, and it is so ordained.

[Signature Page Follows]

PASSED, APPROVED AND EFFECTIVE this 9th day of May, 2016.

City Clerk
City of La Marque, Texas

Mayor
City of La Marque, Texas

[SEAL]

*Signature Page to Ordinance Authorizing Issuance of
City of La Marque, Texas, Tax and Revenue Certificates of Obligation, Series 2016*

CERTIFICATE FOR ORDINANCE

THE STATE OF TEXAS §
COUNTY OF GALVESTON§

I, the undersigned officer of the City Council of the City of La Marque, Texas, hereby certify as follows:

1. The City Council of the City of La Marque, Texas, convened in a regular meeting on the 9th day of May, 2016, at the regular meeting place thereof, within said City, and the roll was called of the duly constituted officers and members of said City Council, to wit:

Bobby Hocking	Mayor
Keith Bell	Mayor Pro Tem and Council Member, District A
Chris Lane	Council Member, District B
Robert Michetich	Council Member, District C
Clent Brown	Council Member, District D

and all of said persons were present, except the following absentee(s): None, thus constituting a quorum. Whereupon, among other business, the following was transacted at said meeting: a written

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE ISSUANCE AND SALE OF THE CITY OF LA MARQUE, TEXAS, TAX AND REVENUE CERTIFICATES OF OBLIGATION, SERIES 2016; LEVYING A TAX AND PROVIDING FOR THE SECURITY AND PAYMENT THEREOF; AND ENACTING OTHER PROVISIONS RELATING THERETO

was duly introduced for the consideration of said City Council and read in full. It was then duly moved and seconded that said ordinance be adopted; and, after due discussion, said motion, carrying with it the adoption of said ordinance, prevailed and carried by the following vote:

_____ Member(s) of City Council shown present above voted "Aye".

_____ Member(s) of City Council shown present above voted "No".

2. A true, full and correct copy of the aforesaid ordinance adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that said ordinance has been duly recorded in said City Council's minutes of said meeting; that the above and foregoing paragraph is a true, full and correct excerpt from said City Council's minutes of said meeting pertaining to the adoption of said ordinance; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of said City Council as indicated therein; that each of the officers and members of said City Council was duly and sufficiently notified officially and personally, in advance, of the date, hour, place and purpose of the aforesaid meeting, and that said ordinance would be introduced and considered for adoption at said meeting, and each of said officers and members consented, in advance, to the holding of said meeting for such purpose; that said meeting was open to the public as required by law; and that public notice of the date, hour, place and subject of said meeting was given as required by Chapter 551, Texas Government Code.

SIGNED AND SEALED this 9th day of May, 2016.

City Clerk
City of La Marque, Texas

[SEAL]



CITY OF LA MARQUE PROPOSED BONDS CAPITAL IMPROVEMENTS

Proposed Projects	Estimated Costs
WWTP aeration basin blower	\$ 1,328,019
WWTP digester blower replacement	\$ 106,031
WWTP valve stem replacement	\$ 35,400
WWTP Contingencies	\$ 39,662
Water Basin	\$ 125,000
Siemens Performance assurance	\$ 37,328
Siemens Project management	\$ 188,814
Siemens Project development	\$ 122,586
SSO Program	\$ 2,500,000
Utility infrastructure improvements	\$ 1,000,000
Public Safety Building	\$ 4,267,160
Debt Issuance cost	\$ 250,000
	\$ 10,000,000

City of La Marque, Texas

Tax & Revenue Certificates of Obligation, Series 2016 Preliminary Amortization Schedule - 30 Year

Par Amount \$ 10,000,000
Dated Date 6/1/2016
Delivery Date 6/9/2016
First Interest 12/1/2016
First Principal 12/1/2018



FYE 9/30	Tax Year	Proposed Debt Service ^(a)		
		Principal	Interest ^(b)	Total
2016	2015	\$ -	\$ -	\$ -
2017	2016	-	391,111	391,111
2018	2017	-	400,000	400,000
2019	2018	185,000	396,300	581,300
2020	2019	195,000	388,700	583,700
2021	2020	200,000	380,800	580,800
2022	2021	210,000	372,600	582,600
2023	2022	220,000	364,000	584,000
2024	2023	230,000	355,000	585,000
2025	2024	235,000	345,700	580,700
2026	2025	245,000	336,100	581,100
2027	2026	255,000	326,100	581,100
2028	2027	265,000	315,700	580,700
2029	2028	280,000	304,800	584,800
2030	2029	290,000	293,400	583,400
2031	2030	300,000	281,600	581,600
2032	2031	315,000	269,300	584,300
2033	2032	325,000	256,500	581,500
2034	2033	340,000	243,200	583,200
2035	2034	355,000	229,300	584,300
2036	2035	370,000	214,800	584,800
2037	2036	385,000	199,700	584,700
2038	2037	400,000	184,000	584,000
2039	2038	415,000	167,700	582,700
2040	2039	430,000	150,800	580,800
2041	2040	450,000	133,200	583,200
2042	2041	470,000	114,800	584,800
2043	2042	485,000	95,700	580,700
2044	2043	505,000	75,900	580,900
2045	2044	525,000	55,300	580,300
2046	2045	550,000	33,800	583,800
2047	2046	570,000	11,400	581,400
Total		\$ 10,000,000	\$ 7,687,311	\$ 17,687,311

(a) Preliminary; subject to change.

(b) Average interest rate of 4.00% estimated at current market assumes 'AA-' and BQ



CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016
Prepared by: Les Rumburg
Department: Development Services

Agenda item: 9a
Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding Ordinance No. **O-2016-006**, approving the recommendation as forwarded from Planning and Zoning Commission for a rezoning classification from R-1 Residential to C-1 General Commercial, for a 21.39 acre portion of a 217.0 acre tract, described as ABST 2 SF AUSTIN LEAGUE (south of Mitchell, east of FM 2004). **THIS IS THE FIRST READING**

X

Attachments for reference

1. Ordinance
2. Metes and Bounds
3. Map of Location
4. Recommendation letter from Planning and Zoning Commission
5. Planning and Zoning Minutes for April 12, 2016
6. Re-Zoning request application and receipt

STAFF BRIEFING:

- The Planning and Zoning Commission discussed at regular meeting of April 12, 2016.
- Property is currently zoned R-1 Residential.
- Lennar Homes of Texas wishes to separate 21.39 acres from a 217.0 acre tract - the remainder to remain in Single Family Residential zone classification.
- Upon approval of re-zone, owner plans to develop a "high-end" RV resort to include amenities such as a recreation building, swimming pool and lake.
- The Board voted to forward item to City Council with a favorable recommendation based on the configuration and public input received.
- City Attorney has reviewed.

HISTORY:

- **February 10, 2016**, Robert Santini from Lennar Homes of Texas, completed planning and zoning application.
- **April 6, 2016**, rezoning classification fees are paid.
- **April 12, 2016**, Planning and Zoning Commission held a regular meeting/public hearing and approves and forwards to City Council a favorable recommendation to change the zoning classification from R-1 Residential to C-1 General Commercial.

TARGET IMPLEMENTATION: May 9, 2016

SIGNIFICANT ACTION DATES:

- **February 10, 2016** - Robert Santini from Lennar Homes of Texas, completed planning and zoning application.
- **April 6, 2016** - rezoning classification fees are paid.



CITY COUNCIL AGENDA FORM

- **April 12, 2016** - Planning and Zoning Commission held a regular meeting/public hearing and approves and forwards to City Council a favorable recommendation to change the zoning classification from R-1 Residential to C-1 General Commercial.

ACTION:

- | | |
|--|---|
| ☒ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other- recommendation to deny | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:

Budgeted	
Actual Bid	
Estimated Expenditure	
Acct. Name(s)	
Line Items #	
Other Funding	

STAFF'S RECOMMENDATION: Motion to approve Ordinance No. **O-2016-2006**, a recommendation forwarded from Planning and Zoning Commission for a rezoning classification from R-1 Residential to C-1 General Commercial, for a 21.39 acre portion of a 217.0 acre tract, described as ABST 2 SF AUSTIN LEAGUE (south of Mitchell, east of FM 2004). **THIS IS THE FIRST READING.**

FISCAL IMPACT:

ORDINANCE NO. O-2016-006

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS, CHANGING THE ZONING CLASSIFICATION FROM S-1 SINGLE FAMILY RESIDENTIAL TO C-1 (GENERAL COMMERCIAL), OF 21.39 ACRES OF LAND IN THE S.F. AUSTIN LEAGUE, ABSTRACT 2, GALVESTON COUNTY, TEXAS, AND BEING A PORTION OF THE 217.0 ACRE TRACT DESCRIBED IN DEED FROM HLL LAND ACQUISITIONS OF TEXAS, L.P. AND HLL II LAND ACQUISITIONS OF TEXAS L.P. TO LENNAR HOMES OF TEXAS LAND AND CONSTRUCTION, LTD. RECORDED UNDER FILE NO. 2008-033075, IN THE OFFICIAL PUBLIC RECORDS OF REAL PROPERTY OF GALVESTON COUNTY, TEXAS AND MORE FULLY DESCRIBED BY METES AND BOUNDS ON EXHIBIT "A" ATTACHED HERETO AND MADE PART HEREOF, AMENDING THE ZONING MAP OF THE CITY ADOPTED THE 12TH DAY OF DECEMBER 2005, BY ORDINANCE NUMBER 953; CONTINGENT UPON PROPERTY OWNER DEVELOPING SAID PROPERTY IN ACCORDANCE WITH PROPOSED RECREATIONAL VEHICLE PARK SITE PLAN WITHIN A TWELVE MONTH PERIOD FOLLOWING COUNCIL APPROVAL OF THE RE-ZONE

WHEREAS, the tract of land described as the 21.39 acres of land in the S.F. Austin league, abstract 2, Galveston County, Texas, and being a portion of the 217.0 acre tract described in deed from HLL Land Acquisitions of Texas, L.P., and HLL II Land Acquisitions of Texas L.P. to Lennar Homes of Texas Land and Construction, LTD., same property more fully described by metes and bounds as found on EXHIBIT "A" attached hereto; (the "Property") generally situated in the corporate city limits of the City of La Marque, Texas (the "City") made part hereof for all purposes; and

WHEREAS, the Property presently has a zoning classification of Single Family Residential under Chapter 71: Zoning of the Code of ordinances of the City of La Marque; and

WHEREAS, the applicant, Lennar Homes of Texas Land and Construction, LTD., has made application to the City to change such zoning classification of said property from Single Family Residential to General Commercial as authorized by the City's Zoning Ordinance; and

WHEREAS, the City Council has conducted, in time and manner and after the notice required by law and Chapter 71: Zone of the Code of Ordinances of the City of La Marque, a public hearing on such request in classification; and

WHEREAS, the request for amendment to the zoning boundaries was submitted together with the required fees to the administrative official causing the petition to be placed on the April 12, 2016 agenda for a Public Hearing before the Planning and Zoning Commission; and

WHEREAS, written notice of all public hearings on proposed changes to district boundaries was sent to all property owners within 200 feet of the tract to be re-zoned using the last known address as listed on the City tax roll and depositing the notice, postage paid, in the United States mail sent not less than ten days before such hearing was held; and

WHEREAS, at its meeting on April 12, 2016, the Planning and Zoning Commission recommended approval of the requested change of zoning classification of said property from single family residential to general commercial and;

WHEREAS, City Council deems the requested change in zoning classification appropriate;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS that:

Section 1. The facts and the matters set forth in the preamble on this Ordinance are hereby found to be true and correct.

Section 2. The request for zoning classification change of the certain tract of land described as the 21.39 acres of land in the S.F. Austin League, Abstract 2, Galveston County, Texas, and being a portion of the 217.0 acre tract described in deed, same property more fully described by metes and bounds as found on EXHIBIT “A” is hereby approved from Single Family Residential (S-1) to General Commercial (GC) as authorized by the Chapter 71: Zoning of the Code of Ordinances of the City of La Marque, providing property owner develops said property in accordance with proposed recreational vehicle park site plan within a twelve month period following City Council approval of the rezone.

Section 3. The zoning map of the City, adopted on the 12th day of December, 2005 by ordinance number 953, shall be revised and amended to show the zoning reclassification of said tract of land as provided in section 2 hereof, subject to above referenced contingency. Failure to comply provides City Council the right and authority to revert the zone change to the original S-1 zone designation.

Section 4. In the event any clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or the provision hereof other than the part declared to be invalid or unconstitutional; and the City council of the City of La Marque, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

PASSED AND APPROVED by the City Council of the City of La Marque, Texas, on the first reading this the ____ day of _____, 2016.

PASSED, APPROVED and ADOPTED by the City Council of the City of La Marque, Texas, on the second and last reading this the _____ day of _____, 2016.

CITY OF LA MARQUE, TEXAS

Bobby Hocking, Mayor
City of La Marque, Texas

ATTEST:

Robin Eldridge, City Clerk

APPROVED AS TO FORM:

Ellis J. Ortego, City Attorney

**METES AND BOUNDS DESCRIPTION
OF 21.39 ACRES OF LAND
IN THE S. F. AUSTIN LEAGUE, A-2
GALVESTON COUNTY, TEXAS**

Being 21.39 acres (931,891 square feet) of land in the S. F. Austin League, Abstract 2, Galveston County, Texas, and being a portion of the 217.0 acre tract described in the deed from HLL Land Acquisitions of Texas, L.P. and HLL II Land Acquisitions of Texas, L.P. to Lennar Homes of Texas Land and Construction, Ltd. recorded under File No. 2008-033075, in the Official Public Records of Real Property of Galveston County, Texas and more particularly described by metes and bounds as follows with bearings based on the Texas Coordinate System of 1983, South Central Zone:

BEGINNING at a 5/8-inch iron rod found for the most westerly northwest corner of said 217.0 acre tract, being the southwest corner of "LOTS 1 AND 2" described in deed from Opal Owens to Midway Driveshaft and Small Engine Repair, Inc. recorded in File Number 9039119 of the Official Public Records of Real Property of Galveston County, Texas, being in the south line of L. A. MURFF SUBDIVISION, according to the plat thereof recorded in Book 215, Page 413, of the Map Records of Galveston County, Texas, being on the east right-of-way line of F.M. Highway No. 2004 (120 feet wide), and being a westerly corner of the herein described tract;

THENCE North 87° 16' 48" East – 916.26 feet, with the south line of said L. A. MURFF SUBDIVISION, to a 5/8-inch iron rod found for an interior corner of the herein described tract and being the southeast corner of "RESIDUE OF LOT 3" described in deed from Catherine Bennett to Johnny Salinas, et al., recorded in File Number 2003-066752 of the Official Public Records of Real Property of Galveston County, Texas;

THENCE North 02° 43' 12" West – 650.00 feet, with the east line of said "RESIDUE OF LOT 3", to a 5/8-inch iron rod found for a northerly corner of the herein described tract and being on the south right-of-way line of Mitchell Road (60 feet wide);

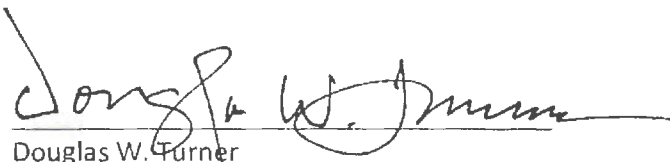
THENCE North 87° 16' 48" East – 693.29 feet, with the south right-of-way line of said Mitchell Road, to a 5/8-inch iron rod found for the northeast corner of the herein described tract and being on the west line of the 5.263 acre tract described in deed from George B. Delany, et al., to State of Texas recorded in Volume 1975, Page 22 of the Deed Records of Galveston County, Texas;

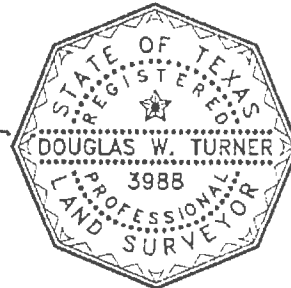
THENCE South 02° 30' 53" East – 950.01 feet, with the east line the herein described tract and the west line of said 5.263 acre tract and the west line of the 8.628 acre tract described in deed from Roy D. Hunter, et al., to State of Texas recorded in Volume 2157, Page 61 of the Deed Records of Galveston County, and subsequently across said 217.0 acre tract, to a 5/8-inch iron rod with cap stamped "ISD" set for the southeast corner of the herein described tract;

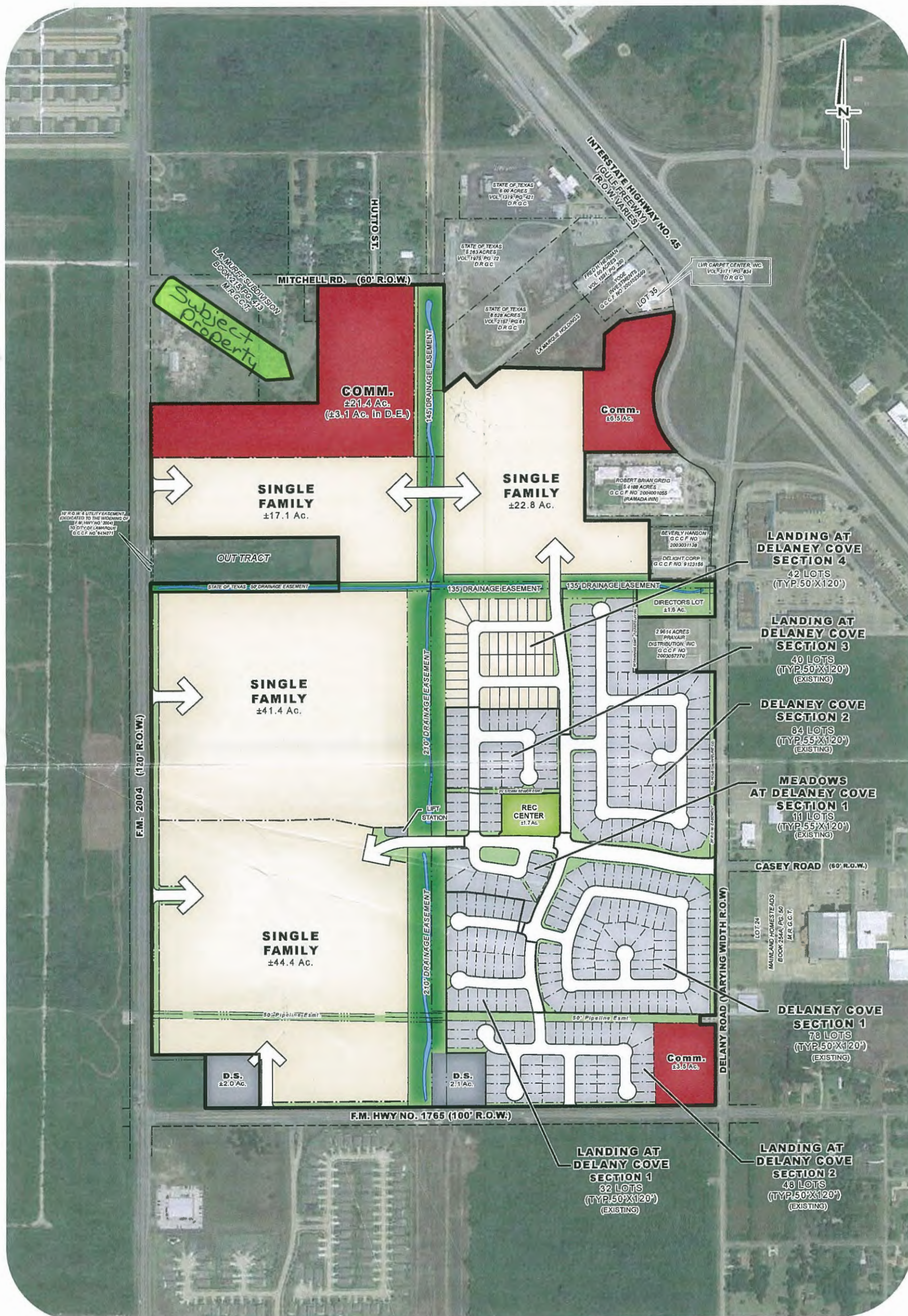
THENCE South 87° 16' 48" West – 1606.15 feet, with the south line the herein described tract and across said 217.0 acre tract, to a 5/8-inch iron rod with cap stamped "ISD" set for the southwest corner of the herein described tract and being on the east right-of-way line of said F. M. Highway No. 2004;

THENCE North 02° 43' 12" West – 300.00 feet, with the east right-of-way line of said F. M. Highway No. 2004, to the **POINT OF BEGINNING** of the herein described tract and containing 21.39 acres (931,891 square feet) of land.

Prepared by:
IDS Engineering Group
Job No. 371-158-00-520
August 13, 2015


Douglas W. Turner
Registered Professional Land Surveyor
Texas Registration Number 3988





a rezoning exhibit for
DELANY COVE
 ± 270.1 ACRES OF LAND
 prepared for
FRIENDSWOOD DEVELOPMENT CO.

BGE KERRY R. GILBERT & ASSOCIATES

— Land Planning Consultants —
 23501 Clinco Ranch Blvd., Suite A-250
 Katy, Texas 77494

7000 North Moyno, Suite 320 Austin, TX 78731 Tel: 281-579-0340 2995 Dallas Parkway, Suite 204 Frisco, TX 75034

SCALE
 1" = 100'

MARCH 9, 2016
 KGA #06587

THIS DRAWING IS A PICTORIAL REPRESENTATION FOR PRESENTATION PURPOSES ONLY AND IS SUBJECT TO CHANGE. FURTHER, SAID DRAWING IS A SCANNED IMAGE ONLY AND IS NOT FOR COMPUTATION OR CONSTRUCTION PURPOSES. THIS DRAWING MAY OR MAY NOT INCORPORATE INFORMATION AND/OR DATA PROVIDED TO BOE | KERRY R. GILBERT & ASSOCIATES BY OTHER CONSULTANTS RELATIVE TO ENGINEERING AND DRAINAGE, FLOOD PLAINS AND ENVIRONMENTAL ISSUES AND SHOULD NOT BE RELIED UPON FOR ANY PURPOSE. NO WARRANTIES, EXPRESS OR IMPLIED, CONCERNING THE ACTUAL DESIGN, LOCATION, AND CHARACTER OF THE FACILITIES SHOWN ON THIS MAP ARE INTENDED. ADDITIONALLY, NO WARRANTY IS MADE TO THE ACCURACY OF THE INFORMATION CONTAINED HEREIN.

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April 13, 2016

Mayor and City Council
City of La Marque
1111 Bayou Road
La Marque, Texas 77568

Dear Mayor and City Council:

On April 12, 2016 the Planning and Zoning Commission Conducted a meeting for the approval of the rezone from R-1 Residential to C-1 Commercial addressed as ABST 2 SF AUSTIN LEAGUE Acres 21.39 (931,891 square feet) and being a portion of the 217.0 acre tract (south of Mitchell, east of 2004) in Galveston County.

By unanimous vote, Planning and Zoning Commission recommended forwarding a favorable response to this request to City Council for their consideration.

Thank you,

A handwritten signature in blue ink, appearing to read "Deanna Bethea", is written over a horizontal line.

Deanna Bethea
Chairman, Planning and Zoning Commission



1111 Bayou
La Marque, Texas 77568
409.938.9202

Planning and Zoning Commission Minutes Special Meeting April 12, 2016

(1) CALL TO ORDER

Chairman Deanna Bethea called the Special Planning & Zoning Committee meeting to order at 4:03 p.m.

(2) ROLL CALL

PRESENT:

Chairman Deanna Beth
Commissioner Dickey Stanley
Commissioner Greg Cornett

ABSENT:

Commissioner Russell Washington
Commissioner Molis
Commissioner Charles Castelle

STAFF PRESENT:

Les Rumburg, Director of Public Works
Erica Grundmann
Carol Buttler, City Manager
Mayor Hocking also attended

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was dispensed by the Planning & Zoning Commission
Lead by Commissioner Stanley

(4) APPROVAL OF MINUTES

Commissioner Dickey Stanley made a motion to accept the minutes for March 22, 2016 Councilman Greg Cornett seconds the motion, motion passed.

(5) CITIZENS COMMENTS

Mr. & Mrs. Williams from 5602 Mitchell Ln. were present and wanted to know if the re-zone request for ABST 2 SF AUSTIN LEAGUE Acres 21.39 (931,891 square feet) and being a portion of the 217.0 acre tract (south of Mitchell, east of 2004) would change their property from residential to commercial; Commissioners explained to them no, only if they request a re-zone and even then it has to go through the proper channels before approved.

(6) NEW BUSINESS

- a. Discussion/possible action to consider the proposed rezone from R-1 Residential to C-1 (General Commercial). Described as ABST 2 SF AUSTIN LEAGUE Acres 21.39 (931,891 square feet) and being a portion of the 217.0 acre tract (south of Mitchell, east of 2004)



1111 Bayou
La Marque, Texas 77568
409.938.9202

Commissioner Greg Cornett made a motion to accept the Re-Zone from R-1 Residential to C-1 (General Commercial). Described as: : ABST 2 SF AUSTIN LEAGUE Acres 21.39 (931,891 square feet) and being a portion of the 217.0 acre tract (south of Mitchell, east of 2004) Councilman Dickey Stanley seconds the motion, motion passed.

(7) CHAIRMAN REPORT

None at this time

(8) EXECUTIVE SESSION

There was no Executive Session

(9) REQUESTS AND ANNOUNCEMENTS

There were none

(10) ADJOURNMENT

Commissioner Dickey Stanley made a motion to adjourn the meeting at 4:38 P.M. Commissioner Greg Cornett seconded. The motion passed unanimously meeting was adjourned.

Planning & Zoning Commission,
Chairman Deanna Bethea



PZ2016-001

LA MARQUE DEVELOPMENT SERVICES DEPARTMENT

1111 Bayou Road
La Marque, Texas 77568
O. 409.938.9204
F. 409.908.0549

CITY OF LAMARQUE
PLANNING AND ZONING APPLICATION
ZONING CHANGE

DATE OF APPLICATION February 10th, 2016

NAME OF AGENT Lennar; Robert Santini PHONE (281) 874-8581

ADDRESS 681 Greens Parkway, Suite 220, Houston, TX 77067

NAME OF OWNER Lennar Homes of Texas PHONE (281) 874-8581

ADDRESS 681 Greens Parkway, Suite 220, Houston, TX 77067

PROPERTY DESCRIPTION:

ADDRESS: Immediately south and adjacent to 4011 FM 2004 (south of Mitchell, east of 2004)

PLOT OF AREA ATTACHED Yes ^{OF} METES AND BOUNDS ATTACHED Yes

PRESENT ZONE R-1: Single Family Residential

REASON FOR CHANGE: Adjacent properties are commercial/industrial use and are not
harmonious to residential neighbors. This is considered an out-parcel to the rest of
Delany Cove due to natural boundaries of drainage channels on the east and south.

DESIRED OUTCOME: _____

C-1: General Commercial: The property is planned for use as an RV Resort.

APPLICATION CHECKLIST

☒ **CERTIFIED PROPERTY OWNERS WITHIN 200-FEET OF THE PROPERTY-**
LISTS PRINTED MORE THAN TWO WEEKS PRIOR TO APPLICATION SUBMITTAL
MAY NOT BE ACCEPTED
(CENTRAL APPRAISAL DISTRICT (CAD)- (CENTRAL APPRAISAL DISTRICT (CAD-
9850 Emmett Lowry Expressway Ste. A Texas City, TX 77591 409/935-1980)

☒ **SITE PLAN (TO SCALE)** WITH EXISTING IMPROVEMENTS, DEVELOPMENTS,
AND PROPERTY LINES [8-1/2X11] IF LARGER THAN 8-1/2X11, PLEASE FOLD TO
APPROPRIATE SIZE)

☒ **SURVEY (TO SCALE)** (2 COPIES)

☒ **CURRENT TAX RECEIPTS-COUNTY TAX OFFICE, 722 MOODY (766-2481**

[] **TITLE REPORT (IF LAND WAS PURCHASED WITHIN THE LAST 60 DAYS)**

[] **NON-REFUNDABLE APPLICATION FEE (PAYABLE TO THE CITY OF LA
MARQUE**

SUBMITTED TO COMMISSION

DATE: _____

APPROVED _____ DENIED _____ OTHER _____

COMMENTS _____

APPLICANT'S CERTIFICATE

I AFFIRM THAT MY STATEMENT CONTAINED IN THE APPLICATION ARE TRUE
AND CORRECT TO THE BEST OF MY KNOWLEDGE.

SIGNED _____

DATE: _____

Posting Notice

1111 Bayou Rd., La Marque, TX 77568
(409)938-9204

PZ2016-001

Re-Zoning/Plats/Variances/Abandonments

SITE ADDRESS: South of 4011 FM 2004 La Marque

PROJECT DESCRIPTION: Re-Zone for RV Resort

PARCEL: South of 4011 FM 2004

VALUATION:

Total:

APPLICANT: Lennar Homes of Texas
25 Enterprise
Aliso Viejo, CA, CA 92656
281-872-4379

OWNER: Lennar Homes of Texas
25 Enterprise
Aliso Viejo, CA, CA 92656
281-872-4379

CONTRACTOR:

LENDER:



CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016
Prepared by: City Clerk
Department: Admin.

Agenda item: 9b
Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding adopting Resolution No. **R-2016-007**, approving the issuance of Bonds by Galveston County Municipal Utility District #68

☒ **X**

Attachments for reference

1. Resolution
2. Letter from Attorney of MUD #68 (with Debt Service Requirements)
3. Minutes from March 15, 2016, MUD #68 Board Meeting
4. Ordinance Creating MUD #68 (952)

STAFF BRIEFING:

- Letter was received from Allen Boone Humphries Robinson, LLC, the Attorneys for Municipal Utility District No. 68 asking for the City's approval in the issuance of \$1,080,000 Series 2016 Bonds, in the form of a Resolution
- Resolution has been reviewed and approved by the City Attorney

HISTORY:

- The City of La Marque consented to the Creation of Municipal Utility District No. 68 in Ordinance 952 on the second and final reading on November 28, 2005, and later to the annexation of land into the District in 2015.
- As consent conditions, the City required that the district's bonds maintain substantially level debt service, and that the District may satisfy this requirement by submitting the anticipated debt service on the District's bonds to the City.

TARGET IMPLEMENTATION: May 9, 2016

SIGNIFICANT ACTION DATES:

11.14.2005 – First reading of Ordinance for the creation of MUD #68

11.28.2005 – Second and final reading of the approval and adopting the ordinance creating MUD #68

4.12.2016 – Letter received from Attorney for MUD #68 asking for the approval for the issuance of bonds



CITY COUNCIL AGENDA FORM

Action:

☐

Ordinance

☒

Resolution

☐

Special
Presentation

☐

Proclamation

☐

Finance Report

☐

Public Hearing

☐

Other

☒

Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies or procedures

Cost Details:	
Budgeted	
Actual Bid	
Estimated Expenditure	
Acct. Name(s)	
Line Items #	
Other Funding	

Staff's Recommendation: Motion to adopt Resolution No. **R-2016-007**, approving the issuance of Bonds by the Galveston County Municipal Utility District #68

Fiscal Impact: N/A

RESOLUTION NO. R-2016-007

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS,
RELATING TO THE ISSUANCE OF BONDS BY GALVESTON COUNTY MUNICIPAL
UTILITY DISTRICT #68**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE,
TEXAS:**

SECTION 1. The City Council hereby finds that the issuance of \$1,080,000 Series 2016 Bonds by **GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 68**, meets the level debt service requirements of the City, and that such bonds are authorized to be issued.

SECTION 2. It is hereby found, determined and declared that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code, and that this meeting that has been open to the public as required by law at all times during which this Resolution and subject matter thereof has been discussed, considered and formally acted upon. City Council further ratifies, approves and confirms such written notice and the contents posting thereof.

SECTION 3. This Resolution shall take effect immediately upon its first and final reading and the passage and approval.

PASSED, APPROVED AND ADOPTED on this the _____ day of _____, 2016

CITY OF LA MARQUE, TEXAS

Bobby Hocking, Mayor

ATTEST:

Robin Eldridge, TRMC
City Clerk

APPROVED AS TO FORM:

Ellis Ortego, City Attorney

ALLEN BOONE HUMPHRIES ROBINSON LLP

ATTORNEYS AT LAW

PHOENIX TOWER
3200 SOUTHWEST FREEWAY
SUITE 2600
HOUSTON, TEXAS 77027
TEL (713) 860-6400
FAX (713) 860-6401
abhr.com

Direct Line: (713) 860-6412
Direct Fax: (713) 860-6612

taustin@abhr.com

Timothy Austin
Partner

April 11, 2016

BY FEDERAL EXPRESS

Ms. Carol Jo Buttler
City Manager, City of La Marque
1111 Bayou
La Marque, Texas 77568

Re: Galveston County Municipal Utility District No. 68 (the "District"); Series 2016 Bonds

Dear Ms. Buttler:

When the City of La Marque consented to the creation of the District, and later to the annexation of land by the District, in 2015, the City required that the district's bonds maintain substantially level debt service, and that the District may satisfy this requirement by submitting the anticipated debt service on the District's bonds to the City. Please find enclosed a schedule prepared by the District's financial advisor showing the anticipated debt service requirements of the District following the issuance of the Series 2016 Bonds. The District would appreciate if the City would approve the issuance of the Bonds as proposed. A draft resolution is attached for your convenience.

Please let me know if you have any questions or comments. I will be glad to attend any meeting of the City Council to assist in approval of the resolution. Thanks very much.

Sincerely,



Timothy Austin
Attorney for the District

Enclosures

4-12-16A09:10 RCVD 

To: Suzy - copy
Alex - copy
Robin - orig.

DEBT SERVICE REQUIREMENTS

The following sets forth the debt service requirements for the Outstanding Bonds and the estimated debt service requirements for the Bonds at an assumed interest rate of 4.00% per annum.

Year	Outstanding Bonds	Debt Service on the Bonds			Debt Service
	Debt Service				Requirements
	Requirements	Principal	Interest	Total	
2016	\$ 208,266	\$ -	\$ 14,400	\$ 14,400	\$ 222,666
2017	210,256	-	43,200	43,200	253,456
2018	211,881	-	43,200	43,200	255,081
2019	213,121	-	43,200	43,200	256,321
2020	213,956	-	43,200	43,200	257,156
2021	214,344	-	43,200	43,200	257,544
2022	214,356	-	43,200	43,200	257,556
2023	213,981	-	43,200	43,200	257,181
2024	218,206	-	43,200	43,200	261,406
2025	216,738	-	43,200	43,200	259,938
2026	219,838	-	43,200	43,200	263,038
2027	217,200	-	43,200	43,200	260,400
2028	219,100	-	43,200	43,200	262,300
2029	220,400	-	43,200	43,200	263,600
2030	221,100	-	43,200	43,200	264,300
2031	221,200	-	43,200	43,200	264,400
2032	220,700	-	43,200	43,200	263,900
2033	224,600	-	43,200	43,200	267,800
2034	222,600	-	43,200	43,200	265,800
2035	-	220,000	43,200	263,200	263,200
2036	-	215,000	34,400	249,400	249,400
2037	-	215,000	25,800	240,800	240,800
2038	-	215,000	17,200	232,200	232,200
2039	-	215,000	8,600	223,600	223,600
Total	\$ 4,121,844	\$ 1,080,000	\$ 921,200	\$ 2,001,200	\$ 6,123,044

Average Annual Debt Service Requirements (2016-2039).....\$255,127
Maximum Annual Debt Service Requirements (2033).....\$267,800

MINUTES GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 68

March 15, 2016

The Board of Directors (the "Board") of Galveston County Municipal Utility District No. 68 (the "District") met in regular session, open to the public, on the 15th day of March, 2016, at Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

James "Jim" Moore	President
Robert Eaton	Vice President
John Bays	Secretary
Susan Lapham	Assistant Secretary
Ardene White	Assistant Vice President

and all of the above were present except Director Moore and White, thus constituting a quorum.

Also present at the meeting were Mark McGrath of McGrath & Co., PLLC ("McGrath"); Anthea Moran of First Southwest Company; Diane Doyle of McLennan & Associates, L.P.; Debbie Arellano of Bob Leared Interests; Bill Frey of Frey Development Companies, Inc.; and Tim Austin and Rebecca Hudman of Allen Boone Humphries Robinson LLP ("ABHR").

APPROVE MINUTES

The Board considered approving the minutes of the January 19, 2016, meeting. After review and discussion, Director Bays moved to approve the minutes of the January 19, 2016, meeting. Director Lapham seconded the motion, which passed by unanimous vote.

2016 DIRECTORS ELECTION

Mr. Austin discussed procedures related to the 2016 Directors Election. He presented a Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors executed by the Secretary's agent stating that the District received three candidate applications for the three director positions for the May 7, 2016, Directors Election. Following review and discussion, Director Lapham moved to accept the Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors and direct that the Certificate be filed appropriately and retained in the District's official records. Director Bays seconded the motion, which passed unanimously.

DRAFT

Mr. Austin presented an Order Cancelling Election and Declaring Unopposed Candidates Elected to Office stating that the May 7, 2016, Directors Election is cancelled and that the unopposed candidates, James R. Moore and John Bays, are declared elected to office to serve from the May 7, 2016, election until the May 2, 2020, Directors Election. Following review and discussion, Director Lapham moved to adopt the Order Cancelling Election and Declaring Unopposed Candidates Elected to Office and direct that the Order be filed appropriately and retained in the District's official records. The motion was seconded by Director Bays and passed unanimously.

Mr. Austin discussed that the Board had approved entering into a contract with Galveston County (the "County") to administer the District's 2016 Directors Election. After discussion, Director Lapham moved to cancel the contract with the County for election services for the May 2016 Directors Election. Director Bays seconded the motion, which passed unanimously.

SERIES 2016 UNLIMITED TAX BONDS MATTERS

APPROVE PRELIMINARY OFFICIAL STATEMENT AND OFFICIAL NOTICE OF SALE

Ms. Moran reviewed the Preliminary Official Statement and Official Notice of Sale for the Series 2016 Bonds with the Board. Following review and discussion, Director Lapham moved to approve the Preliminary Official Statement and Official Notice of Sale. Director Eaton seconded the motion, which passed unanimously.

APPOINT PAYING AGENT/REGISTRAR

The Board discussed appointing The Bank of New York Mellon Trust Company, N.A., Dallas, Texas ("BNY Mellon") as the Paying Agent/Registrar for the District's Unlimited Tax Bonds, Series 2016 (the "Series 2016 Bonds"). After review and discussion, Director Lapham moved to appoint BNY Mellon as the Paying Agent/Registrar for the Series 2016 Bonds. Director Eaton seconded the motion, which passed by unanimous vote.

AUTHORIZE ADVERTISEMENT FOR SALE OF THE SERIES 2016 BONDS AND SCHEDULE BOND SALE

After discussion, Director Lapham moved to conduct the bond sale on April 19, 2016, and authorize advertisement for sale of the Series 2016 Bonds. Director Eaton seconded the motion, which passed unanimously.

DRAFT

AUTHORIZE AUDITOR TO PREPARE DEVELOPER REIMBURSEMENT REPORT

Ms. Moran discussed the preparation of a developer reimbursement report for the Series 2016 Bonds. After review and discussion, Director Lapham moved to authorize McGrath to prepare the developer reimbursement report for the Series 2016 Bonds. Director Eaton seconded the motion, which passed unanimously.

UPDATE FROM DISTRICT ENGINEER ON TEXAS COMMISSION ON ENVIRONMENTAL QUALITY ("TCEQ") INSPECTION OF FACILITIES

Mr. Austin reported that the pre-purchase inspection by the TCEQ was conducted on March 4, 2016, and the approval letter was received on March 8, 2016.

FINANCIAL AND BOOKKEEPING MATTERS AND BUDGET FOR FISCAL YEAR END MAY 31, 2017

Ms. Doyle reviewed the bookkeeper's report, a copy of which is attached. She then presented the draft budget for fiscal year end May 31, 2017, a copy of which is attached to the bookkeeper's report. After review and discussion, Director Bays moved to (1) approve the bookkeeper's report; and (2) adopt the budget for fiscal year end May 31, 2017. Director Lapham seconded the motion, which passed by unanimous vote.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Arellano reviewed the tax assessor/collector's report, including the delinquent tax roll and bills presented for payment, a copy of which is attached. She stated that the District's 2015 taxes were 97.8% collected as of February 29, 2016. After review and discussion, Director Lapham moved to approve the tax assessor/collector's report and payment of the tax bills. Director Bays seconded the motion, which passed by unanimous vote.

ADOPT RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

Mr. Austin presented a Resolution Concerning Exemptions from Taxation reflecting that the Board rejects any exemptions for residential homesteads or travel trailers from ad valorem taxation. After discussion, Director Bays moved to adopt the Resolution Concerning Exemptions from Taxation and direct that the Resolution be filed appropriately and retained in the District's official records. The motion was seconded by Director Lapham and carried unanimously.

ENGINEERING MATTERS

Mr. Frey reviewed the engineer's report, a copy of which is attached.

DRAFT

Mr. Frey updated the Board on the contract for clearing and grubbing for Saltgrass Crossing, Phase 2. He reviewed and recommended approval of Pay Estimate No. 4 in the amount of \$105,300.00, and Pay Estimate No. 5 in the amount of \$213,695.32, payable to Crostex Construction.

Mr. Frey updated the Board on the water and drainage facilities to serve Saltgrass Crossing, Section 2. He stated that the developer has not executed the construction contract and the project is on hold until the developer can secure new financing.

Mr. Frey updated the Board on Bond Application No. 2 and stated that the TCEQ has conducted its pre-purchase inspection.

Following review and discussion, Director Lapham moved to (1) approve the engineer's report; and (2) approve Pay Estimate No. 4 in the amount of \$105,300.00, and Pay Estimate No. 5 in the amount of \$213,695.32, payable to Crostex Construction for clearing and grubbing for Saltgrass Crossing, Phase 2, based on the engineer's recommendation. Director Bays seconded the motion, which passed by unanimous vote.

REPORT REGARDING DEVELOPMENT

Mr. Frey updated the Board on development in the District.

There being no further business to come before the Board, the meeting was adjourned.

(SEAL)

Secretary, Board of Directors

ATTACHMENTS TO MINUTES

	<u>Minutes</u>
	<u>Page</u>
Bookkeeper’s report.....	3
Tax assessor/collector’s report	3
Engineer’s report.....	3

ORDINANCE NUMBER 952

AN ORDINANCE OF THE CITY OF LA MARQUE, TEXAS CONSENTING TO THE CREATION OF GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NUMBER 68.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS:

SECTION 1. The City hereby grants the petition requesting consent to the creation of **GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 68** attached hereto as Exhibit A to this ordinance, subject to the terms and conditions set out herein and in Exhibit B to such petition.

SECTION 2. It is hereby found, determined and declared that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code, and that this meeting has been open to the public as required by law at all times during which this ordinance and the subject matter thereof have been discussed, considered and formally acted upon. City Council further ratifies, approves and confirms such written notice and the contents and posting thereof.

PASSED AND APPROVED on the first reading this the 14 day of November, 2005.

PASSED AND ADOPTED on the second and final reading this the 28 day of November, 2005.



Larry E. Crow
Mayor

ATTEST:



Charlette Bristow
City Clerk

Exhibit A

Petition for Consent

GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 68

PETITION FOR CONSENT TO THE CREATION
OF A MUNICIPAL UTILITY DISTRICT

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS:

The undersigned (herein the "Petitioner"), acting pursuant to the provisions of Chapters 49 and 54, Texas Water Code, respectfully petition the City Council of the City of La Marque, Texas, for its written consent to the creation of a municipal utility district and would show the following:

I.

The name of the proposed District shall be GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 68 (the "District").

II.

The District shall be created and organized under the terms and provisions of Article XVI, Section 59 of the Constitution of Texas and Chapters 49 and 54, Texas Water Code, together with all amendments and additions thereto.

III.

The District shall contain an area of 229.34 acres of land, more or less, situated in Galveston County, Texas. All of the land to be included in the District is within the corporate boundaries of the City of La Marque, Texas (the "City"). All of the land proposed to be included may properly be included in the District. The land proposed to be included within the District consists of three tracts described by metes and bounds in Exhibit "A," which is attached hereto and incorporated herein for all purposes (the "Land").

IV.

Petitioner, holds fee simple title to the Land, which tract is described more particularly on Exhibit "A," attached hereto and incorporated herein. Petitioner hereby represents that it owns a majority in value of the Land which is proposed to be included in the District, as indicated by the certificate of ownership provided by the Galveston Central Appraisal District.

V.

Petitioner represents that there are no lienholders on the Land and that there are no residents on the Land.

VI.

The general nature of the work to be done by the District at the present time is the design, construction, acquisition, maintenance and operation of a waterworks and sanitary sewer system for domestic and commercial purposes, and the construction, acquisition, improvement, extension, maintenance and operation of works, improvements, facilities, plants, equipment and appliances helpful or necessary to provide more adequate drainage for the District, and to control, abate and amend local storm waters or other harmful excesses of waters, and such other construction, acquisition, improvement, maintenance and operation of such additional facilities, systems, plants and enterprises as shall be consonant with all of the purposes for which the District is created.

VII.

There is, for the following reasons, a necessity for the above-described work. The area proposed to be within the District is urban in nature, is within the growing environs of the City of La Marque, Texas, and is in close proximity to populous and developed sections of Galveston County, Texas. There is not now available within the area, which will be developed for single family residential and commercial uses, an adequate waterworks system, sanitary sewer system, or drainage and storm sewer system. The health and welfare of the present and future inhabitants of the area and of the territories adjacent thereto require the purchase, design, construction, acquisition, ownership, operation, repair, improvement and extension of an adequate waterworks system, sanitary sewer system, and drainage and storm sewer system. A public necessity, therefore, exists for the creation of the District, to provide for the purchase, design, construction, acquisition, ownership, operation, repair, improvement and extension of such waterworks system, sanitary sewer system, and drainage and storm sewer system, to promote the purity and sanitary condition of the State's waters and the public health and welfare of the community.

VIII.

Petitioners, by submission of this Petition, request the City's consent to the creation of the District containing the Land under the same conditions set forth in Exhibit B, which is attached hereto and incorporated herein for all purposes.

IX.

A preliminary investigation has been made to determine the cost of the proposed District's projects, and it is now estimated by the Petitioner, from such information as they have at this time, that such cost will be approximately \$10,300,000.

WHEREFORE, Petitioner prays that this petition be heard and that the City Council duly pass and approve an ordinance or resolution granting the consent to the creation of the District and authorizing the inclusion of the land described herein within the District.

[EXECUTION PAGES FOLLOW]

RESPECTFULLY SUBMITTED this 1TH day of September, 2005.

SALTGRASS 300, LTD.,
a Texas limited partnership

By: Frey Development Companies, Inc.,
a Texas corporation
its sole general partner

By: [Signature]
William H. Frey
President

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

This instrument was acknowledged before me on the 1th day of September, 2005, by William H. Frey, President of Frey Development Companies, Inc., a Texas corporation and sole general partner of SALTGRASS 300, LTD., a Texas limited partnership, on behalf of said limited partnership and corporation.

[Signature]
Notary Public, State of Texas

(NOTARY SEAL)

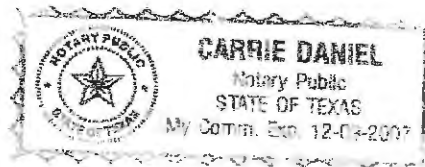


EXHIBIT A

Page 1 of 6 Pages

County: Galveston
Project: Galveston County Municipal Utility District No. 68
C.I. No.: 1379-05
Job Number: 2004105-58

FIELD NOTES FOR 229.34 ACRES

Being 25.41 acre tract of land, an 83.81 acre tract of land and a 120.12 acre tract of land located in the Stephen F. Austin League No. 4, A-2, in Galveston County, Texas; said 25.41 acre tract being all of a call 25.41 acre tract of land recorded in the name of Saltgrass 300, Ltd., as Tract "A" in Clerk's file Number 2005035886 of the Official Public Records of Real Property of Galveston County (O.P.R.R.P.G.C.), Texas, said 83.81 acre tract being a portion of a call 86.12 acre tract of land recorded in the name of Saltgrass 300, Ltd., as Tract "B" in Clerk's file Number 2005035886, said 120.12 acre tract being a portion of a call 63.60 acre tract of land recorded in the name of Saltgrass 300, Ltd., as Tract "A" in Clerk's File Number 2005035884 of the O.P.R.R.P.G.C., a portion of a call 15.30 acre tract of land recorded in the name of Saltgrass 300, Ltd., as Tract "B" in Clerk's File Number 2005035884 of the O.P.R.R.P.G.C., a portion of a call 23.85 acre tract of land recorded in the name of Saltgrass 300, Ltd., as Tract "A" in Clerk's File Number 2005035885 of the O.P.R.R.P.G.C. and a portion of a call 82.13 acre tract of land recorded in the name of Saltgrass 300, Ltd., in Clerk's File Number 2005035885 of the O.P.R.R.P.G.C.; said tracts being more particularly described by metes and bounds as follows (all bearings are referenced to the Texas Coordinate System, South Central Zone):

TRACT I: 25.41 ACRES

Beginning at a 1-1/4 inch iron pipe found at the northeast corner of a call 10.000 acre tract of land recorded in Clerk's File Number 9310302 of the O.P.R.R.P.G.C. and the northwest corner of said 25.41 acre tract, same being on the south Right-of-Way (R.O.W.) line of FM 1765 (100-foot wide);

1. Thence, with said south R.O.W. line, North 87 degrees 20 minutes 18 seconds East, a distance of 698.31 feet to a 5/8-inch iron rod found at the northeast corner of said 25.41 acre tract and the northwest corner of a call 11.3826 acre tract of land recorded in Clerk's File Number 2000065569 of the O.P.R.R.P.G.C.;
2. Thence, with the common line of said 25.41 acre tract and said 11.3826 acre tract, South 02 degrees 53 minutes 13 seconds East, a distance of 1081.64 feet to a 5/8-inch iron rod found at the southeast corner of said 25.41 acre tract and the northeast corner of a call 2.7865 acre tract of land recorded in Clerk's File Number 2000065569 of the O.P.R.R.P.G.C.;

3. Thence, with the common line of said 25.41 acre tract and said 2.7865 acre tract, South 87 degrees 18 minutes 32 seconds West, a distance of 1428.00 feet to a 5/8-inch iron rod found at the southwest corner of said 25.41 acre tract and the northwest corner of said 2.7865 acre tract, same being on the east R.O.W. line of FM 2004 (120-foot wide);
4. Thence, with said east R.O.W. line, North 02 degrees 41 minutes 31 seconds West, a distance of 480.83 feet to a 5/8-inch iron rod found at the southwest corner of aforesaid 10.000 acre tract;
5. Thence, with the common line of said 25.41 acre tract and said 10.000 acre tract, North 87 degrees 13 minutes 04 seconds East, a distance of 726.00 feet to a 5/8-inch iron rod with cap stamped "COSTELLO INC RPLS 4416" found at the southeast corner of said 10.000 acre tract;
6. Thence, continuing with said common line, North 02 degrees 41 minutes 28 seconds West, a distance of 600.00 feet to the Point of Beginning and containing 25.41 acres of land.

TRACT II: 83.81 ACRES

Beginning at 5/8-inch iron rod found at the northwest corner of aforesaid 86.12 acre tract and the southwest corner of aforesaid 2.7865 acre tract, same being on the east R.O.W. line of aforesaid FM 2004;

1. Thence, with the common line of said 86.12 acre tract and said 2.7865 acre tract, North 87 degrees 18 minutes 32 seconds East, a distance of 1428.29 feet to a 5/8-inch iron rod found at the northeast corner of said 86.12 acre tract and the southeast corner of said 2.7865 acre tract, same being on the west line of aforesaid 11.3826 acre tract;
2. Thence, with the common line of said 86.12 acre tract and said 11.3826 acre tract, South 02 degrees 53 minutes 13 seconds East, a distance of 1311.82 feet to a 5/8-inch iron rod with cap stamped "COSTELLO INC RPLS 4416" found at the southwest corner of said 11.3826 acre tract and the northwest corner of a call 0.3673 acre tract of land recorded in Clerk's file Number 2000065569 of the O.P.R.R.P.G.C.;
3. Thence, with the common line of said 86.12 acre tract and said 0.3673 acre tract, South 11 degrees 54 minutes 28 seconds East, a distance of 81.01 feet to a 5/8-inch iron rod found at the southwest corner of said 0.3673 acre tract and the northwest corner of a call 6.5940 acre tract of land recorded in Clerk's File Number 2000065569 of the O.P.R.R.P.G.C.;

4. Thence, with the common line of said 86.12 acre tract and said 6.5940 acre tract, South 02 degrees 52 minutes 17 seconds East, a distance of 1080.57 feet to a 5/8-inch iron rod with cap stamped "COSTELLO INC RPLS 4416" found;
5. Thence, continuing with said common line, 131.85 feet along the arc of a curve to the left, said curve having a central angle of 14 degrees 32 minutes 11 seconds, a radius of 519.71 feet and a chord that bears South 09 degrees 52 minutes 39 seconds East, a distance of 131.50 feet;
6. Thence, through aforesaid 86.12 acre tract, South 87 degrees 14 minutes 17 seconds West, a distance of 738.74 feet to the common line of said 86.12 acre tract and a call 5 acre tract of land recorded in Volume 2133, Page 749 of the Galveston County Deed Records (G.C.D.R.);
7. Thence, with said common line, North 02 degrees 50 minutes 47 seconds West, a distance of 132.04 feet to a 1-inch iron pipe found at the northeast corner of said 5 acre tract;
8. Thence, continuing with said common line, South 87 degrees 16 minutes 23 seconds West, a distance of 726.47 feet to a 1-inch iron pipe found at the northwest corner of said 5 acre tract and the southwest corner of aforesaid 86.12 acre tract, same being on the east R.O.W. line of aforesaid FM 2004;
9. Thence, with said east R.O.W. line, North 02 degrees 41 minutes 31 seconds West, a distance of 2472.12 feet to the Point of Beginning and containing 83.81 acres of land.

TRACT III: 120.12 ACRES

Beginning at a 1-inch iron pipe found at the northwest corner of aforesaid 63.60 acre tract and the southwest corner of a call 5.0 acre tract of land recorded in Clerk's File Number 8600357 of the O.P.R.R.P.G.C., same being on the east Right-of-Way (R.O.W.) line of Delany Road (60-feet wide);

1. Thence, with the common line of said 63.60 acre tract and said 5.0 acre tract, North 87 degrees 15 minutes 03 seconds East, a distance of 882.74 feet to a 1-inch iron pipe found at the southeast corner of said 5.0 acre tract, same being on the west line of a call 5 acre tract recorded in Clerk's File Number 2000004069 of the O.P.R.R.P.G.C.;
2. Thence, with the common line of said 63.60 acre tract and said 5 acre tract, South 02 degrees 38 minutes 06 seconds East, a distance of 108.25 feet to a 5/8-inch iron pipe found at the southwest corner of said 5 acre tract;

3. Thence, continuing with said common line, North 87 degrees 14 minutes 10 seconds East, a distance of 586.83 feet to 1-inch iron pipe found at the southeast corner of said 5 acre tract;
4. Thence, continuing with said common line and with the east line of a call 10 acre tract of land recorded in Volume 2925, Page 230 of the G.C.D.R., North 02 degrees 44 minutes 12 seconds West, a distance of 1112.47 feet to a 5/8-inch iron rod found at the northeast corner of said 10 acre tract, the most westerly northeast corner of aforesaid 63.60 acre tract and the southeast corner of a call 6.72 acre tract of land recorded in Clerk's File Number 9811218 of the O.P.R.R.P.G.C., said tract being all of Lot 51 of Mainland Homesteads, a subdivision recorded in Volume 254-A, Page 50 of the G.C.D.R., same being the southwest R.O.W. corner of Garrett Street (60-feet wide) as shown on said plat;
5. Thence, with the south line of said subdivision, the north line of said 63.60 acre tract and the north line of aforesaid 82.13 acre tract, North 87 degrees 18 minutes 28 seconds East, a distance of 765.63 feet to a 5/8-inch iron rod with cap stamped "COSTELLO INC RPLS 4416" found at the northeast corner of said 82.13 acre tract and the northwest corner of a call 5.231 acre tract of land recorded in Clerk's File Number 2001049525 of the O.P.R.R.P.G.C.;
6. Thence, with the east line of said 82.13 acre tract, the west line of said 5.231 acre tract and the west line of a call 11.94 acre tract of land recorded in Clerk's File Number 9318506 of the O.P.R.R.P.G.C., South 02 degrees 57 minutes 27 seconds East, a distance of 800.23 feet to a 5/8-inch iron rod with cap stamped "COSTELLO INC RPLS 4416" found at the southwest corner of said 11.94 acre tract;
7. Thence, continuing with the common line of said 82.13 acre tract and said 11.94 acre tract, North 87 degrees 05 minutes 22 seconds East, a distance of 647.40 feet to a 5/8-inch iron rod with cap stamped "COSTELLO INC RPLS 4416" found at the southeast corner of said 11.94 acre tract, same being on the west R.O.W. line of Fleming Street (60-feet wide) as recorded in Clerk's File Numbers 8309485 and 8319629 of the O.P.R.R.P.G.C.;
8. Thence, with said west R.O.W. line, South 03 degrees 03 minutes 23 seconds East, a distance of 238.33 feet to a 5/8-inch iron rod with cap stamped "COSTELLO INC RPLS 4416" found at the southwest corner of said R.O.W.;
9. Thence, with the south end of said R.O.W., North 87 degrees 13 minutes 22 seconds East, a distance of 60.00 feet to a 3/8-inch iron rod found at the southeast corner of said R.O.W., the southwest corner of a call 5.00 acre tract of land recorded in Clerk's File Number 9416649 of the O.P.R.R.P.G.C. and the northwest corner of a call 15.640 acre tract of land recorded in Clerk's File Number 2001029347 of the O.P.R.R.P.G.C.;

10. Thence, with the east line of aforesaid 82.13 acre tract, the west line of said 15.640 acre tract and the west line of a call 6.060 acre tract of land recorded in Clerk's File Number 2001029347 of the O.P.R.R.P.G.C., South 02 degrees 45 minutes 44 seconds East, a distance of 1085.18 feet to a 5/8-inch iron rod with cap stamped "COSTELLO INC RPLS 4416" found at the southwest corner of said 6.060 acre tract;
11. Thence, continuing with the common line of said 82.13 acre tract and said 6.060 acre tract, North 87 degrees 14 minutes 17 seconds East, a distance of 925.16 feet to a 5/8-inch iron rod with cap stamped "COSTELLO INC RPLS 4416" found at the southeast corner of said 6.060 acre tract, same being on the west line of a call 3.819 acre tract of land recorded in Volume 2323, Page 604 of the G.C.D.R.;
12. Thence, with the common line of said 3.819 acre tract and said 82.13 acre tract, South 02 degrees 56 minutes 38 seconds East, a distance of 298.18 feet to the City Limit Line of La Marque and Hitchcock;
13. Thence, with said City Limit Line, South 87 degrees 14 minutes 17 seconds West, a distance of 2381.89 feet to the east line of a call 2.090 acre tract of land recorded in Clerk's File Number 8647700 of the O.P.R.R.P.G.C.;
14. Thence, with the east line of said 2.090 acre tract, North 03 degrees 24 minutes 39 seconds West, a distance of 1288.46 feet to a 5/8-inch iron rod with cap stamped "COSTELLO INC RPLS 4416" found at the northeast corner of said 2.090 acre tract;
15. Thence, with the north line of said 2.090 acre tract, South 86 degrees 35 minutes 21 seconds West, a distance of 50.00 feet to a 5/8-inch iron rod with cap stamped "COSTELLO INC RPLS 4416" found at the northwest corner of said 2.090 acre tract;
16. Thence, with the west line of said 2.090 acre tract, South 03 degrees 24 minutes 39 seconds East, a distance of 1287.89 feet to aforesaid City Limit Line;
17. Thence, with said City Limit Line, South 87 degrees 14 minutes 17 seconds West, a distance of 1452.60 feet to the east R.O.W. line of aforesaid Delany Road;

18. Thence, with said east R.O.W. line, North 02 degrees 17 minutes 38 seconds West, a distance of 1417.15 feet to the Point of Beginning and containing 120.12 acres of land.

This document was prepared under Title 22 of the Texas administrative Code, Chapter 663, Rule §663.21, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared.



Mark D. Armstrong
07/21/05

City of La Marque

Exhibit B

Conditions to Consent

(a) The District may issue bonds, including refunding bonds, as authorized by law, for the purpose of purchasing, refinancing, designing and constructing, or otherwise acquiring waterworks systems, sanitary sewer systems, storm sewer systems, drainage and detention facilities, or parts of such systems or facilities, and to make any and all necessary purchases, constructions, improvements, extensions, additions, and repairs thereto, and to purchase or acquire all necessary land, right-of-way, easements, sites, equipment, buildings, plants, structures, and facilities therefor, and to operate and maintain same, and to sell water, sanitary sewer, and other services within or without the boundaries of the District. Bonds may not be issued for a term exceeding 25 years from the date of issuance of such series of bonds, and must provide that the District reserves the right to redeem said bonds on any date subsequent to the tenth anniversary of the date of issuance (or any earlier date at the discretion of the District) without premium, and none of such bonds, other than refunding bonds, will be sold for less than 95 percent of par; provided that the net effective interest rate on bonds so sold, taking into account any discount or premium as well as the interest rate borne by such bonds, will not exceed two percent above the highest average interest rate reported by the Daily Bond Buyer in its weekly "20 Bond Index" during the one-month period next preceding the date of the sale of such bonds. The bonds will provide that the City and Galveston County are not responsible for payment of the bonds, and the resolution authorizing the issuance of the District's bonds will not contain a provision providing for the pledge of any revenues from the operation of the District's water and sewer and/or drainage system to the payment of the District's bonds. Refunding bonds will not be issued unless written consent therefor is received from the City Council of the City.

(b) Before the commencement of any construction within the District, its directors, officers, or developers and landowners will submit to the City, or to its designated representative, all plans and specifications for the construction of water, sanitary sewer, drainage and detention facilities to serve the District and obtain the approval of such plans and specifications therefrom. All water wells, water meters, flushing valves, valves, pipes, and appurtenances thereto, installed or used within the District, will conform to the specifications of the City. All water service lines and sewer service lines, lift stations, and appurtenances thereto, installed or used within the District will comply with the City's standard plans and specifications as amended from time to time. Prior to the construction of such facilities within or by the District, the District or its engineer will give written notice by registered or certified mail to the City, stating the date that such construction will be commenced. The construction of such

facilities will be in accordance with the approved plans and specifications and with applicable standards and specifications of the City; and during the progress of the construction and installation of such facilities, the City may make periodic on-the-ground inspections.

(c) The District, its board of directors, officers, developers, and/or landowners will not permit the construction, or commit to any development within the District, that will result in a wastewater flow to the serving treatment facility which exceeds that facility's legally permitted average daily flow limitations or the District's allocated capacity therein.

(d) Prior to the sale of any lot or parcel of land, the owner or the developer of the land included within the limits of the District will obtain the approval of the appropriate officials of the City of a plat which will be duly recorded in the Official Records of Galveston County, Texas, as applicable, and otherwise comply with the rules and regulations of the City.



CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016

Prepared by: Carol Buttler

Department: Administration

Agenda item: 9c

Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding adopting Resolution **No. R-2016-008** denying CenterPoint's application to amend its Distribution Cost Recovery Factor ("DCRF") to Increase Distribution Rates within the City of La Marque.

X

Attached for reference

1. Resolution

STAFF BRIEFING:

- On April 4, 2016, CenterPoint filed an Application for Approval to amend its Distribution Cost Recovery Factor ("DCRF") Pursuant to 16 Tex. Admin. Code § 25.243 and to Reconcile Docket No. 44572 Revenues to Increase Distribution Rates with each of the cities in their service area.
- In the filing, the Company asserts that it is seeking an increase in distribution revenues of \$49,351,913 for the period of September 1, 2016 to August 31, 2017, and increasing to \$60,596,164 thereafter.
- GCCC has engaged the services of a consultant, Mr. Karl Nalepa, to review the Company's filing.
- GCCC's attorney recommends that all GCCC members adopt the Resolution denying the rate change.
- Once the Resolution is adopted, CenterPoint will have 30 days to appeal the decision to the Public Utility Commission where the appeal will be consolidated with CenterPoint's filing for the environs and those cities that have relinquished their original jurisdiction currently pending at the Commission.

HISTORY

- The City, along with approximately 25 other cities served by CenterPoint Energy Houston Electric, LLC ("CenterPoint" or "Company") is a member of the Gulf Coast Coalition of Cities ("GCCC").
- The coalition has been in existence since the early 1990s.
- GCCC has been the primary public interest advocate before the Public Utility Commission, the Courts, and the Legislature on electric utility regulation matters for over 20 years.

TARGET IMPLEMENTATION: May 10, 2016 forward to Special Legal Counsel

SIGNIFICANT ACTION DATES:

On April 4, 2016 - CenterPoint filed an Application for September 1, 2016 to August 31, 2017

June 3, 2016 – Deadline to adopt resolution



CITY COUNCIL AGENDA FORM

ACTION:

- | | |
|--|--|
| ☐ Ordinance | ☒ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☐ Other | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:	
Budgeted	N/A
Actual Bid	N/A
Estimated Expenditure	N/A
Acct. Name(s)	N/A
Line Items #	N/A
Other Funding	N/A

STAFF'S RECOMMENDATION: Motion to adopt Resolution **No. R-2016-008** denying CenterPoint's application to amend its Distribution Cost Recovery Factor ("DCRF") to Increase Distribution Rates within the City of La Marque.

FISCAL IMPACT: None at this time

RESOLUTION NO. R-2016-008

A RESOLUTION OF THE CITY OF LA MARQUE, TEXAS FINDING THAT CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S APPLICATION FOR APPROVAL TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR PURSUANT TO 16 TEX. ADMIN. CODE § 25.243 AND TO RECONCILE DOCKET NO. 44572 REVENUES TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of La Marque, Texas ("City") is an electric utility customer of CenterPoint Energy Houston Electric, LLC ("CenterPoint" or "Company"), and a regulatory authority with an interest in the rates and charges of CenterPoint; and

WHEREAS, the City is a member of the Gulf Coast Coalition of Cities ("GCCC") (such participating cities are referred to herein as "GCCC"), a coalition of similarly situated cities served by CenterPoint that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in CenterPoint's service area; and

WHEREAS, on or about April 4, 2016 CenterPoint filed with the City an Application for Approval to Amend its Distribution Cost Recovery Factor ("DCRF") Pursuant to 16 Tex. Admin. Code § 25.243 and to Reconcile Docket No. 44572 Revenues seeking to increase electric distribution rates by \$49,351,913 for the period of September 1, 2016 to August 31, 2017, and increasing to \$60,596,164 thereafter; and

WHEREAS, all electric utility customers residing in the City will be impacted by this ratemaking proceeding if it is granted; and

WHEREAS, GCCC is coordinating its review of CenterPoint's DCRF filing with designated attorneys and consultants to resolve issues in the Company's application; and

WHEREAS, the GCCC's members and attorneys recommend that GCCC members deny the DCRF.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS:

Section 1. That the rates proposed by CenterPoint to be recovered through its DCRF charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

Section 2. That the Company shall continue to charge its existing rates to customers within the City.

Section 3. That the City's reasonable rate case expenses shall be reimbursed in full by CenterPoint within 30 days of presentation of an invoice to CenterPoint.

Section 4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 5. That a copy of this Resolution shall be sent to Denise Gaw, CenterPoint Energy Service Company, LLC, 1111 Louisiana Street, Houston, Texas 77002 and to Thomas Brocato, General Counsel to the Gulf Coast Coalition of Cities, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, Texas 78767-1725.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2016.

CITY OF LA MARQUE

Bobby Hocking, Mayor

ATTEST:

Robin Eldridge, TRMC
City Clerk

APPROVED AS TO FORM:

Ellis J. Ortego, City Attorney



CITY COUNCIL AGENDA FORM

Meeting Date: 5/9/16
Prepared by: Suzy Kou
Department: Finance

Agenda item: 9d
Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding Ordinance No. **O-2016-007** to amend 2015-16 Budget for police, development services, legal services, and utility wastewater expenditures by decreasing General Fund and Utility Fund, fund balances and increasing certain expenditures to individual budget accounts in General Fund and Utility Fund as set forth in attached Exhibit "A". **THIS IS THE FIRST READING**

X

Attached for reference

1. Ordinance
2. Exhibit "A"

STAFF BRIEFING:

- Due to special crimes investigation and narcotics enforcement purposes-Police department requested additional funding to the overtime and supplies accounts.
- Due to additional building permits, Development Services department requested additional professional services funding to perform building inspection services.
- Due to unanticipated events, additional legal services funding was needed to protect the City during the year.
- Due to potential violations of the City's TCEQ permit as it relates to the wastewater treatment plant, a specialized engineering firm must be hired to analyze chemical components and present recommendations to the TCEQ on the City's behalf.
- Due to unanticipated expenses to satisfy the State of Texas asbestos requirements, the City required funds beyond the demolition contract.

HISTORY:

TARGET IMPLEMENTATION: June 14, 2016

SIGNIFICANT ACTION DATES:

ACTION:

- | | |
|--|---|
| ☒ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☐ Other | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:

Budgeted	See attached Exhibit A
Actual Bid	
Estimated Expenditure	
Acct. Name(s)	
Line Items #	
Other Funding	



CITY COUNCIL AGENDA FORM

STAFF'S RECOMMENDATION: Motion to adopt Ordinance No. **O-2016-007** to amend the 2015-16 Budget for police, development services, legal services, and utility wastewater expenditures by decreasing General Fund and Utility Fund, fund balances and increasing certain expenditures to individual budget accounts in General Fund and Utility Fund.

FISCAL IMPACT: See attached Exhibit "A".

ORDINANCE NO. O-2016-007

AN ORDINANCE AMENDING THE CITY OF LA MARQUE 2015-2016 BUDGET FOR POLICE, DEVELOPMENT SERVICES, LEGAL SERVICES, AND UTILITY WASTEWATER EXPENDITURES BY DECREASING GENERAL FUND AND UTILITY FUND, FUND BALANCES AND INCREASING CERTAIN EXPENDITURES TO INDIVIDUAL BUDGET ACCOUNTS IN GENERAL FUND AND UTILITY FUND AS SET FORTH IN ATTACHED EXHIBIT “A” BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS;

Section 1. That the City La Marque 2015-2016 Fiscal Year Budget is hereby amended for police, development services, legal services, and utility wastewater expenditure by decreasing General Fund and Utility Fund, fund balances and increasing certain expenditures to the individual budget accounts in general fund and utility fund as set forth in Exhibit “A” attached hereto and made a part hereof.

Section 2. Open Meetings Act. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, *Chapter 551, Tex. Gov’t Code*.

PASSED AND APPROVED by the City Council of the City of La Marque, Texas, on the first reading this the _____ day of _____, 2016.

PASSED AND APPROVED by the City Council of the City of La Marque, Texas, on the second and last reading this the _____ day of _____, 2016.

CITY OF LA MARQUE, TEXAS

Bobby Hocking, Mayor
City of La Marque, Texas

ATTEST:

Robin Eldridge, TRMC
City Clerk

APPROVED AS TO FORM:

Ellis J. Ortego, City Attorney

EXHIBIT A

BUDGET AMENDMENTS 2015-16 (MID-YEAR)

Accounts	Descriptions	Increase	Decrease	Current Budget	Reasons
01-4040-03-00	Professional Services	100,000.00		110,976.00	Building inspection services due to additional building permits
01-1040-05-00	Police overtime	12,000.00		94,000.00	For special crimes investigation purposes
01-2010-05-00	Police operating supplies	8,000.00		23,505.00	For narcotics enforcement purposes
01-4042-99-00	Legal services-general fund	30,000.00		40,438.00	For unanticipated legal services incurred during the year
02-4042-99-00	Legal services-utility fund	10,000.00		30,000.00	For unanticipated legal services incurred during the year
65-6092-03-00-BLIGHT-02	Demolition project	23,000.00		147,000.00	Change order for demolition project
02-4040-24-00	Professional Services	12,000.00		94,215.00	Analyzation of WWTP
01-2401-00-00	Fund balance		173,000.00		Draw down on fund balance
02-2401-00-00	Fund balance		22,000.00		Draw down on fund balance
01-9065-99-00	Transfer out to CIP	23,000.00			Demolition project change order
65-9001-00-00	Transfer in from General Fund	23,000.00			Demolition project change order
65-2401-00-00	CIP Fund fund balance	23,000.00			Demolition project change order



CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016

Prepared by: Kirk Jackson

Department: Police

Agenda item: 9e

Reviewed by: *Carol Buttler*

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding authorizing the Police Chief to increase the K-9 patrol program by one (1) K-9 team by acquiring an additional K-9 police service animal to be effective and funded no later than October 1, 2016.

X

Attachments for reference

- 1. Written Quote**
- 2. Request for Proposal**

STAFF BRIEFING:

- The La Marque Police Department has historically utilized police service dogs in the Patrol Services Division.
- The Patrol Services Division is staffed by 1 Lieutenant, 4 Patrol Sergeants and 16 Patrol Officers. One of those 16 Patrol Officers is a newly trained K-9 team and assigned to one of two night shifts.
- K-9 patrol teams provide an excellent tool for effective narcotics enforcement due to the dog's ability to detect narcotics.
- Narcotics arrests help create an intelligence base which can be used to focus narcotics investigation efforts.
- The addition of a second K-9 patrol team will allow the police department to double our street level narcotics enforcement.
- Patrol K-9 teams are composed of a peace officer (handler) and a police service dog. Upon selection, the team undergoes an eight (8) week training course in patrol operations and narcotics detection. Upon graduation, the team is certified and ready to begin K-9 patrol functions.

HISTORY:

- Over the past 22 years the La Marque Police Department has utilized five different police service dogs for use on patrol.
- Four of the five have been full service (drug detection, scent tracking, suspect apprehension, etc.) and one was strictly a drug detection animal.
- The typical useful life of a police service dog is seven to eleven years.
- The La Marque Police Department has funded all but one K-9 team. The City received a donation from La Marque Crime Stoppers to fund a K-9 team in 2011. In 2015, the previous K-9 handler resigned from the La Marque Police Department and purchased the animal at a pro-rated cost. Those funds went toward the acquisition of our newest K-9 team.



CITY COUNCIL AGENDA FORM

TARGET IMPLEMENTATION: The desired implementation date is prior to October 1, 2016

SIGNIFICANT ACTION DATES:

April 18, 2016 - First meeting of La Marque's crime rate task force as requested by Mayor Pro-Tem Bell.

ACTION:

- | | | | |
|-------------------------------------|--|--------------------------|----------------|
| ☐ | Ordinance | ☐ | Resolution |
| ☐ | Special Presentation | ☐ | Proclamation |
| ☐ | Finance Report | ☐ | Public Hearing |
| ☒ | Other | | |
| ☒ | Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | | |

Cost Details:

Budgeted	\$0.00
Actual Bid	
Estimated Expenditure	\$18,625.00
Acct. Name(s)	Canine Patrol Program
Line Items #	01-2011-05-00
Other Funding	

STAFF'S RECOMMENDATION: Motion to authorize the Police Chief to increase the K-9 patrol program by one (1) K-9 team by acquiring an additional K-9 police service animal to be effective and funded no later than October 1, 2016.

FISCAL IMPACT: The costs to fund this project would be:

1. Police service dog fully trained with the selected La Marque Police Department handler - \$14,000.00.
2. Upfitting of a patrol vehicle with all necessary equipment for K-9 operations - \$3,600.00 (estimated cost from BuyBoard vendor). This cost actually will be lower due to the fact that the patrol equipment that was originally ordered will not be installed.
3. Life insurance for police service animal \$650.00 annually (to be funded upon deployment of the team)
4. Food supplies and veterinary care - \$1500.00 annually (\$375 is estimated for the remainder of this fiscal year).
5. The total fiscal impact for this project - **\$18, 625.00.**

Quote

Quote Number:	3019Q
Date:	4/28/2016
Company:	La Marque Police Department
Address:	431 Bayou Rd, La Marque,
State/Province:	Texas
Zip/Postal code:	77568
Phone:	(409) 938-9269
Fax:	



Houston K9 Academy, LLC
 6321 Bissonnet St.
 Houston, Texas
 USA
 77074
 Phone: 281-841-3579
 Fax: 713-981-1400
 www.houstonk9academy.com

Item	Description	Quantity	Unit Price	Amount
K9DPN	K9 Dual Purpose Narcotic Detection, Tracking and Patrol	1	\$10,500.00	\$10,500.00
DISCOUNT	DISCOUNT	1	-\$500.00	-\$500.00
K9BHC	K9 Basic Handler Course- Narcotics Duration: 9 wks Objective: Teach proper leash control, basic obedience, area searches, how odor works, vehicle and building searches, luggage and parcel search, industrial area search, semi-trailers, traffic stops, K9 first aid, grooming and health check. Last 4 weeks of course are patrol oriented. Students are taught how to track man, proper decoy techniques with bite sleeve ad suit, vehicle extractions, tactical obedience, 5 phases of control, prisoner/ suspect escort and proper utilization of a K9.	1	\$5,000.00	\$5,000.00
DISC	Additional Discount NEXT CLASS DATE: 20 JUNE 2016	1	-\$1,000.00	-\$1,000.00
Sub-total				\$14,000.00
Grand Total				\$14,000.00

Comments: Houston K9 Academy, LLC is licensed by the Texas Board of Private Security (#C19007), the Drug Enforcement Agency and the Texas Department of Public Safety.

FOLLOWING CLASS DATE TBA- TENTATIVE LATE AUG/ EARLY SEPT

Authorized By:

CONTACT INFORMATION

PHYSICAL ADDRESS

6321 BISSONNET ST.
HOUSTON, TX 77074

info@houstonk9academy.com
www.houstonk9academy.com

CONTRACT CONTACTS

JAZ GONZALEZ- STANZE

OWNER/ MANAGER/ TRAINER/ INSTRUCTOR

(281) 841-3579

jaz@houstonk9academy.com

houstonk9academy@gmail.com

JASON STANZE

OWNER/ TRAINER/ INSTRUCTOR

(615)556-6066

jason@houstonk9academy.com



HOUSTON K9 ACADEMY, LLC

***IS LICENSED BY THE TEXAS BOARD OF PRIVATE SECURITY (#C19007), THE DRUG
ENFORCEMENT AGENCY AND THE DEPARTMENT OF PUBLIC SAFETY***

MISSION STATEMENT

Houston K9 Academy, LLC is dedicated to serving the needs of law enforcement, military and security agencies in the United States. We vow to provide the healthiest, most highly trained canines in the world. Furthermore, educating handlers to be the best they can be to face ever changing scenarios they encounter in the real world.

“A New Generation of K9”

THE HOUSTON K9 ACADEMY PREMIER TRAINING STAFF

Houston K9 Academy is a company devoted to ALL of the K9 community. HK9A was formed by a husband and wife team, Jason and Jaz Stanze, who are committed and motivated to advancing the level of training for handlers and canines worldwide. HK9A's staff has trained thousands of K9 teams around the world. This premier training staff has the passion, drive and heart to improve the K9 vision.

Working hand in hand with K9s4Cops and K9 Officers, Inc. (non- profit organizations gifting police departments in dire need of a K9), law enforcement agencies, private security, and military; we believe a new generation in K9 can be achieved by sharing the same collective ideas and positive direction.

- Jason “Bird” Stanze
- Yasmin “Jaz” Gonzalez- Stanze

PROPOSAL

Houston K9 Academy, LLC is very excited to submit our proposal to your unit. HK9A team can offer and meet all of your unit's needs close by. Jaz and Jason Stanze, owners of Houston K9 Academy, would like to thank you for the opportunity to submit a proposal.

HK9A is a veteran owned small business. The staff is comprised of two full- time K9 trainers/ instructors who have worked and trained canines all over the world, to include law enforcement agencies, private sector, and military from coast to coast and combat zones overseas.

HK9A definitely offers the following:

- A personal and friendly team that is willing to exceed all your needs.
- The most elite working dogs in the world.
- Top notch and innovative training to suit every agency, department or firm's certification needs.
- Reputable trainers with many years of REAL world K9 handler experience.

Houston K9 Academy looks forward to working with you and thinking of your unit as part of the HK9A family.

CURRENT HK9A DOG TEAMS IN THE FIELD

HK9A Official date of Business Start February 24, 2014

1. Conroe PD, TX K9 Ninja- Certified Tracking and Narcotic Detector
2. Angelton ISD, TX K9 Balhe- Certified Narcotic Detector
3. HCSO Precinct 4, TX K9 Tango- Certified Dual Explosive Detector
4. Roberta, GA., K9 Molly- soon to be certified Tracking and Narcotic Detector
5. Travis Co.- Austin, Texas, K9 Gus- Narcotic Detector
6. Harris County Pct.1, K9 Ina- Explosive Detector
7. Harris County Pct. 2, K9 Edo- Explosive Detector
8. iK9, Iraq deployment, K9 Jimmy- Dual Purpose Explosive Detector
9. Paterson PD, NJ, K9 Monty- Dual Purpose Gun Detector Dog
10. League City, Texas, K9 Dina- Dual Purpose
11. Alvin, Texas PD, K9 Nemo- Dual Purpose Narcotic Detector
12. Pasadena PD, Texas, K9 Austin- Dual Purpose Narcotic Detector
13. Houston Community College, K9 Tyler- Dual Purpose Explosive Detector
14. Houston Police Department, K9 Bandit- Dual Purpose Gun Detector
15. Houston Police Department, K9 Lex- Dual Purpose Gun Detector
16. McFarland PD, CA, K9 Otis- Dual Purpose Narcotic Detector
17. Hubbard PD, OR, Dual Purpose Narcotic Detector
18. Houma PD, LA, Dual Purpose Narcotic Detector
19. Morgan Co., Versailles, MO, K9 Mizzou- Narcotic Detector
20. Memorial Hermann Drug Rehab (private security), K9 Ronson- Narcotic Detector
21. Memorial Hermann Drug Rehab (private security), K9 Vegas- Narcotic Detector
22. Tyler PD, Texas, K9 Isis- Narcotic Detector
23. Texas State Troopers (Highway Patrol), K9 Brutus- Single Purpose Narcotic Detector
24. Paterson PD, NJ, K9 Fako- Dual Purpose Narcotic Detector
25. Houma PD, LA, K9 Cash- Dual Purpose Narcotic Detector
26. Marion, IN, K9 Assuan- Dual Purpose Narcotic Detector
27. Hamilton Co., Cincinnati, OH, K9 Luger- Single Purpose Explosive Detector
28. Terrebonne Parish S.O., Houma, LA, K9 Rocky- Dual Purpose Narcotic Detector
29. Sealy PD, TX, K9 Apollo- Single Purpose Narcotic Detector
30. Harris Co. Fire Marshal's Office, TX, K9 Delta- Accelerant Detector
31. Harris Co. S.O., TX, K9 Bady- Dual Purpose Narcotic Detector
32. Texas State Troopers (Highway Patrol), K9 Enzo- Single Purpose Narcotic Detector
33. Pasadena Fire Marshal's Office, TX, K9 Baron- Accelerant Detector
34. Dothan PD, AL, K9 Vino- Dual Purpose Narcotic Detector
35. Texas State Troopers TxDPS, K9 Prince & K9 Jelo- Single Purpose Narcotic Detector

THE LIST CONTINUES... Houston K9 Academy prides themselves, NOT in the number of dogs sold but in the quality of their canines, the proficiency of the K9 team and the knowledge of the handler regarding his/ her K9 partner, officer safety and proper canine utilization.

PRICELIST

TYPE OF K9	Price
Green Dual Purpose	\$8,500
Green Single Purpose	\$6,500
Dual Purpose Narcotic (DPN)	\$10,500
Dual Purpose Explosive (DPE)	\$12,500
Dual Purpose Gun (DPG)	\$10,500
Single Purpose Narcotic (SPN)	\$8,500
Single Purpose Explosive (SPE)	\$10,500
Single Purpose Gun (SPG)	\$8,500
Single Purpose Accelerant (SPA)	\$10,500
Single Purpose Mobile Odor Detection Dog (MODD**)	\$15,000

COURSES

COURSE TITLE	DURATION	COST
K9 Basic Handler Course- SINGLE PURPOSE (Narcotic, Explosive, Gun, Cadaver or Patrol)	4 weeks	\$2,500.00
K9 Basic Handler Course- DUAL PURPOSE (Narcotic, Accelerant, Explosive, Gun, Cadaver + Patrol)	9 weeks	\$5,000.00
K9 Basic Handler Course- Accelerant	6 weeks	\$3,500.00
K9 Basic Handler Course- MOD**	8 weeks	\$4,000.00
K9 Trainer's Course (minimum 3 years handling experience)	10 weeks	\$6,500.00
K9 Trainer's Course for MOD detection	8 weeks	\$5,000.00
K9 Trainer's Recertification Course	1 week	\$1,500.00
K9 Master Trainer Course	3 weeks	\$3,500.00

Description of MODD is on following page

LODGING

HK9A has an agreement with Extended Stay America (efficiency style hotel) at both Greenway and La Concha location (12 mins from kennel) to provide HK9A students with a substantial discount for the duration of the handlers training.

Rates are approx. \$54- \$68 daily

WHAT IS A MODD?

Mobile Odor Detection Dog

Description

- Explosive Detection Dog skilled in working large crowds for persons carry guns, weapons, ammo or explosives.
- A MODD should be very social and nonintrusive to personal space, yet effectively working open air following target odors to source.
- As an individual wearing a suicide vest or carrying explosives in a bag/ backpack walks through a crowd, he/ she is leaving a clear scent cone that our MODDs are trained to follow.
- As an individual/ target moves through a crowd the MODD should continue to follow his/ her scent cone until MODD locates the source.
- MODD K9 Teams will be trained to effectively and efficiently work either an unorganized crowd as well as organized lines of people, i.e. people lined up at a ticket gate, searching personal belongings, clearing interior/ exterior buildings, vehicles, open areas and luggage/ parcels.

SELECTION PROCESS

HK9A police working canines are imported from all over Europe and trained at Houston K9 Academy, LLC. HK9A canines are preselected by Jason and Jaz, solely. Their training techniques come from thirteen years of experienced testing, selecting, imprinting, and importing European dogs. Both Jason and Jaz have had the privilege of living in Europe for the past 4 years and handpicking the best of the best for USA and International clients. Each client can expect to select their new police working canine from a group of very social and highly driven canines. They have many different breeds and sizes to meet the needs of any department or agency.

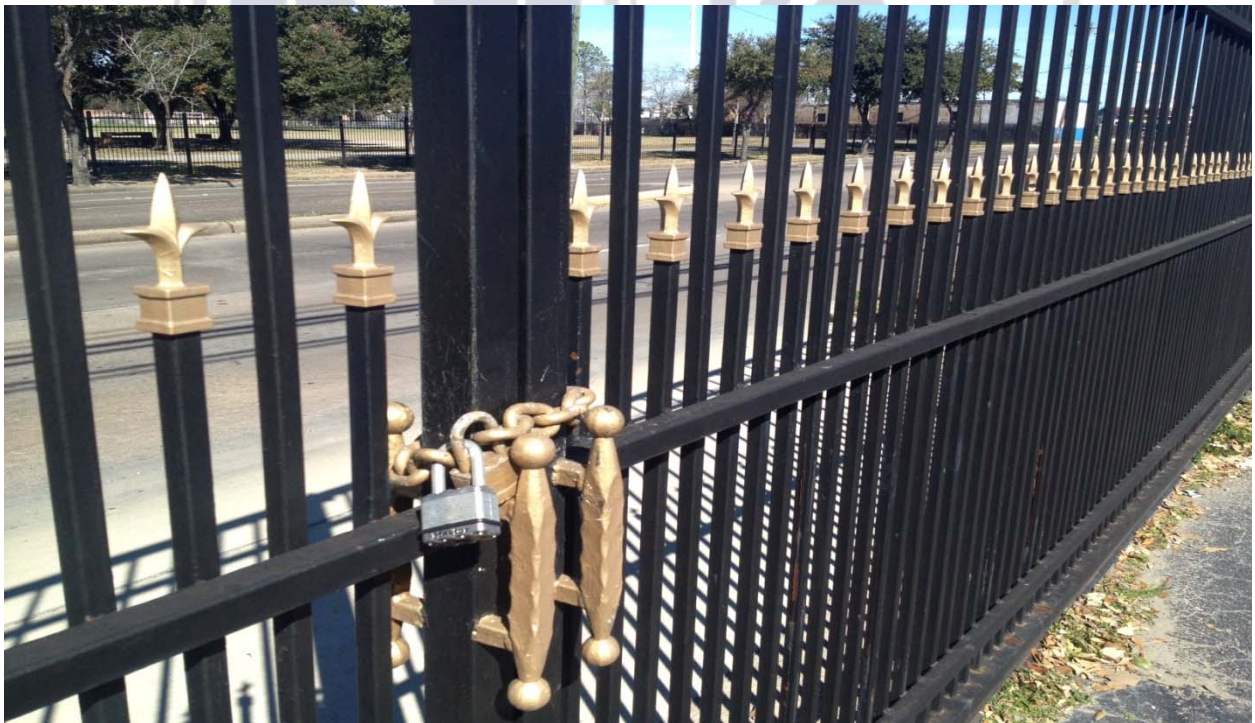
GUARANTEE

All of Houston K9 Academy canines are escorted to the USA after receiving a complete and thorough health exam. Jason and Jaz will **always** help the veterinarian make x-rays (hips, elbows **AND** back), and ensure all vaccinations are given. HK9A offers a **two (2) year health guarantee** and a six (6) month workability guarantee. They also offer a six (6) month compatibility guarantee to ensure the K9 team integrates well. Your complete satisfaction is their top priority!

FACILITY

HK9A facility is located in the greater Houston area. HK9A can currently house 60 dogs with a 24 hour kennel care. The kennels have both inside/ outside run capability for the dogs. The private compound which is enclosed by a secured 12' perimeter wall is composed of detection areas, grooming/ bathing area and med prep kitchen. The detection areas contain detection rooms, vehicles for detection, grass field for open area detection, box room for imprintation and closed field for patrol work.









WORKING WITH OUR COMMUNITY

Houston K9 Academy is committed to making the streets of Houston safe. Through their love for dogs and the great gifts canines possess, Houston K9 Academy wants to bring awareness and a different image for working dogs. These dogs ARE social and loving, through proper training and handling. HK9A has donated the following services to the greater Houston area:

- \$7,500 towards a trained single purpose K9 (Explosive or Narcotics) for a K9s4Cops award recipient in 2014.
- Discount boarding for all Houston area/ Texas State law enforcement officers/ deputies.
- Donation to Deputy Jason Denham.
Harris County Sheriff's Office Deputy Jason Denham was critically injured in a vehicle accident while on duty, January 21, 2014. His partner K9 Sjors was involved in the vehicle accident as well. While Deputy Denham was recovering, Houston K9 Academy offered boarding of K9 Sjors for free. We wanted to ensure the Deputy's family and the Sheriff's Office could focus on Deputy Denham's long road to recovery.
- Held a K9s4Kids/ K9s4Cops demo at Diamonds & Dirt Barrel Horse Classic 2014
- Film Production- Vertex Entertainment & Management
Houston K9 Academy assisted a local film production company with a trained K9 that was used in the movie "Pound Of Flesh".
- Demos at local elementary schools and high schools.
- Donation to K9 Officers, Inc. of narcotic odor imprintation for K9s gifted to Texas Department of Public Safety and Thibodaux Police Department, Louisiana. (January 2015)
- Junior Vet Tech Seminar- Dog Demo at Emerson Unitarian Church (Age 6-14)
- Held a K9s4Kids/ K9s4Cops demo at Diamonds & Dirt Youth Barrel Horse Classic Nov. 2014
- Gifted a dog to a child with autism to serve the child as a service dog. K9 Szandi January 2015
- March 2015 and April 2016 Paws in the Park K9 Demo in collaboration with Pearland PD K9 Unit.
- K9s4Cops Houston Livestock Show and Rodeo K9 demo 2015 and 2016
- Houston K9 Academy was selected as K9s4Cops Bomb sweep team. HK9A conducted bomb sweeps at all Texas A&M University football home games, ensuring 109,000 fans were safe to enjoy their Saturday football games, FREE OF CHARGE.
- Oct 2015 Houston K9 Academy was asked to be the spotlight guest for Best Friends Animal Society- Strut Your Mutt fundraiser.
- Jason and Jaz were asked to instructor for the second year in a row at the Texas K9 Officers Conference.
- Amigos Por Vida School Demo for students (Grade Pre-K to 8)

REFERENCES

Brian Mowry
United States Secret Service
Director of K9 Operations
(301) 928- 6687

Doug Roller
Tactical K9
(661) 857-2408

Jon Erwin
TSA Regional K9 Coordinator
435 Giles Mill Rd.
Bunker Hill, WV 25413
(304) 620- 8555

Kristi Schiller
Founder, K9s4Cops 501(c) (3) Non- Profit
(713) 523-COPS

Rocky and Shannon Smith
Founders/ President, K9 Officers, Inc. 501(c) (3) Non- Profit
(832) 851-7459

Officer Ryan Curving
Paterson PD, New Jersey
Lead K9 Trainer
(973) 321-1111

Sergeant Barry Bettis
K9 Trainer
Barry.Bettis@dps.texas.gov



REQUEST FOR PROPOSAL FOR REPUTABLE KENNEL

April 28, 2016

Submitted to: Chief K. Jackson

La Marque Police Department



CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016

Prepared by: Les Rumburg

Department: Public Services

Agenda item: 9f

Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Receive staff report/discussion regarding operations and maintenance as outlined in the City's 2002 "Drainage Study"

X

1. 2002 Drainage Study Narrative

STAFF BRIEFING:

- Over the last year, the City has expended approximately \$40,000 in contracted drainage ditch cleaning (14,000 linear feet), which was focused on cleaning the areas of outfall into the major receptive ditches in town; this effort was tested successfully with the major storms witnessed recently.
- Due to drainage ditches / culverts cleaning needs versus limited City resources, drainage ditches / culverts are cleaned by citizen request.
- City crews were able to clean approximately 2,000 linear feet of ditches over the past 12 months.
- The City continues to work closely with Galveston County Drainage District #2, as this District is responsible for the ditches where the City primarily outfalls.
- Drainage has improved in all areas of town.
- During FY2016-2017 budget workshop sessions, staff intends to request funding for an updated study, to incorporate new technology, already updated FEMA Floodplain maps, and consider the growth the City has witnessed over 14 years
- Along with new development within the study area boundaries, new technology will enable the City to provide more accurate mapping and recommendations for solutions.

HISTORY

- Current drainage operations are in reference to guidelines established approximately 14 years ago.
- Over the past few years, and as storms exceed the three-year development standard and occur with greater frequency, the City has received calls regarding, primarily, street flooding.
- Streets intentionally are designed to serve as drainage channels, especially during high tide conditions, by channeling and storing water until the underground system can carry water away to Highland Bayou.

TARGET IMPLEMENTATION:

SIGNIFICANT ACTION DATES:



CITY COUNCIL AGENDA FORM

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other – Staff Report | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:	
Budgeted	
Actual Bid	
Estimated Expenditure	
Acct. Name(s)	
Line Items #	
Other Funding	

STAFF'S RECOMMENDATION: No motion; staff report only

FISCAL IMPACT: N/A

June 12, 2002

Ms. Carol McLemore
City Manager
City of La Marque
1111 Bayou
La Marque, Texas 77568

Re: Letter Report on Findings
Extreme Event Drainage Study
City of La Marque
SCL Project No. 019-082

Dear Ms. McLemore:

SCL Engineering, formerly Wayne Smith and Associates, Inc., is pleased to present the finding of our investigation of an analysis of extreme flooding events which occurred twice within the City of La Marque during 2001. The most severe event occurred in association with tropical storm Allison in early June 2001. Tropical storm Allison was responsible for massive flooding within the greater Houston area and to a lesser degree within the City of La Marque. Approximately eighty five (85) homes and businesses were identified by the City of La Marque as having received flood waters during tropical storm Allison. Approximately three months later another extreme storm event flooded some of the same homes and businesses a second time. Consequently, the City Council authorized SCL Engineering to begin an analysis of the reasons and potential solutions to the flooding due to the extreme weather events.

Topography is an important parameter in any analysis of extreme weather event affects upon a community. SCL Engineering determined the existing topographic contour information within the City of La Marque was limited to contours on five foot intervals. The limited topographic information would make a meaningful analysis very difficult. A topographic survey of the City's flooded areas would be extremely costly. An alternative method, utilizing methodology developed in the space program, was located where orthographic/topographic data could be provided at a reasonable cost through controlled flights over the City with imaging radar. The contour interval would be two feet and the information would be valuable to City's staff for other

endeavors. Council authorized the acquisition of the additional topographic data on December 10, 2001.

SCOPE

The City's project scope was simply stated "determine the reason or reasons for the experienced flooding of homes and businesses and determine potential or possible solutions." Utilizing the City's defined scope the project scope was refined to include the following:

- Determine, with information provided by the City, the location of the flooded structures.
- Determine the type and extent of the current stormwater drainage facilities for the flooded structures.
- Determine the course of sheet flow or the ponding of extreme event flood waters. Extreme event flood waters are responsive to the contours of the land and not the drainage system.
- Review existing data, previous engineering studies, site observations, and the newly acquired orthographic/topographic data, to determine reasons for extreme event flood situations.
- Determine potential remedial actions or activities and provide the City with a prospective as to its ability to resolve or at least reduce the effects of extreme event flooding.
- Determine costs associated with remedial actions and activities.

INVESTIGATION

Information provided by the City indicated eighty five structures, homes and businesses were flooded by tropical storm Allison. Exhibit No. 1 presents an overview of the structures flooded. Ninety four percent of the structures flooded, all but nine structures, lie within three sub-drainage systems within the City of La Marque. The three sub-drainage systems are part of larger systems under the jurisdiction of Galveston County Drainage District No. 2. The three sub-drainage systems utilizing Galveston County Drainage District No. 2's designations are 7C

(central businesses and homes southeast of the corner of the intersection of FM 1765 and State Highway 3, 12B (central La Marque - Lake Road and Cedar Drive areas), and 14B/14C (northeast La Marque FM 348 and State Highway 146 area). The nine structures outside these three sub-drainage areas experienced flooding due to conditions pertaining to the immediate surroundings, the extremeness of the event, and possibly blockage of the local drainage system. Most every block within the City of La Marque experienced ponding to greater or lesser degrees during the extreme events of 2001. Flooding was the result of ponded water levels exceeding the floor elevations of the structures. Most, if not all, of the flooded structures have floor elevations below the current standards for development within the City. The flooded structures are the older homes and businesses constructed prior to the adoption of the City's current developmental control ordinances.

The City of La Marque's storm sewer system is generally designed to provide capacity to handle a three to five year frequency rainfall event. Texas Department of Transportation's storm sewers also have a design capacity equal to the three year frequency event. Galveston County Drainage District No. 2 has a desired event design capacity of from the 25-year to 100-year frequency event. However, many of the older ditches have existing capacities much less than the desired event design capacity. Extreme event analysis is concerned with those periods where the existing storm sewer/ditch system has experienced a rainfall event far in excess of the design capacity of the system.

Sub-drainage Area 7C

Approximately forty four percent (37 structures) of the total flooded structures within the City of La Marque lie within the sub-drainage area 7C. Exhibit No. 2 presents an orthographic map with the limits of sub-drainage area. The vast majority of the structures lie within a section of City roughly bounded by Yaupon Street, Laurel Street, Bayou Drive, FM 1765, and State Highway 3. The area, prior to the development of the City of La Marque, was adjacent to a former creek or bayou. The remains of former creek or bayou are now generally referred to as Ditch 7C and the main Ditch 7. The old bayou or ditch generally flowed north and east from La Marque into Moses Lake. Exhibit No. 3 presents a location map of the flooded structures and existing storm sewers with the limits of the sub-drainage area.

Initial development within the City of La Marque and later within Texas City, north of FM 1765, modified, filled, and rerouted the old creek or bayou system. The old bayou system was changed into a drainage system consisting of storm sewers and an improved outfall drainage ditch. The storm sewer is currently a piped storm sewer within the right-of-way of State Highway 3. The outfall of the piped storm sewers from the above described sub-

drainage area consists of parallel 72-inch and 36-inch storm sewers beneath FM 1764 along the west side of State Highway 3. The piped storm sewers converge into a 6-foot by 6-foot box culvert at the northwest corner of FM 1764 and State Highway 3. The box culvert (previously Ditch 7C) flows north along State Highway 3 before outfall into an open ditch, Ditch 7. Ditch 7 does not have capacity to contain the 25 year event within its current top of bank.

Subsequent roadway improvements to State Highway 3, roadway improvements to FM 1765, construction of the commercial shopping centers on both sides of FM 1765 from Bayou to State Highway 3, and the railroad's raised track bed have continued the modifications to the land elevations and changes to original drainage patterns. The combination of these facilities has created a rather large bowl affect generally east of Bayou, north of Yaupon, west of the railroad bed, and south of FM 1765.

The extreme event analysis for the sub-area of Ditch 7C indicates overland flow from the area, which experienced flooding, has been interrupted by development. The sub-drainage area has become a bowl. Once the storm sewer systems, the out flow of the bowl, are flowing at capacity, excess flows must be stored within the sub-drainage area. The storage of these waters or ponding occurs with every rainfall event in excess of the design events. During events in excess of the storm sewer design, the sub-drainage area must store water until either the rainfall event ceases or the ponded waters are of sufficient depth to breach the edge of the bowl. In most cases the rainfall event has ceased prior to the flooding of structures. In 2001, the rainfall events did not cease before the flooding of structures occurred. The overflow point or lowest edge of the bowl is along the original bayou channel near the intersection of FM 1765 and State Highway 3. Development in the area - businesses, roadways, and railroad bed have combined to provide a dam to extreme rainfall event generated runoff. The depth of water necessary to breach the dam effect is estimated to be about three feet to four feet. Exhibit 4 presents an overview of the bowl effect including the approximate limits of the bowl and the location of the flooded structures within the sub-drainage area.

Sub-drainage Area 12B

Approximately twenty five percent (21 structures) of the total flooded structures within the City of La Marque lie within the sub-drainage area 12B. Exhibit No. 5 presents an orthographic map with the limits of the sub-drainage area. The vast majority of the structures lie within a section of City roughly bounded by Cedar Drive, Lilac Street, Boss Street, and 300 feet west of Lake Road. Sub-drainage area 12B is served by a pipe storm sewer system beginning at the end of an open concrete lined drainage ditch 12A on the

north side of Lenz Street. The open concrete lined Ditch 12A is maintained by Galveston County Drainage District No. 2. Ditch 12A can contain a 25-year frequency rainfall event within the current top of bank. The piped storm sewer system extends north along an old creek or bayou alignment to Cedar Drive and northward to Boss Street. The old bayou or ditch generally flowed south and east into Highland Bayou. Sub lateral pipes of the main storm sewer extend along Oaklawn Drive to Bayou Road, along Magnolia Drive from Lake Road to Bayou Road, along Cedar Drive from Lake Road to Bayou Road, along Lake Road from Houston Drive North to Lake Park Drive, along Jackson Street from Lake Road to Linden Street, and along back lot lines east and west of Roosevelt Street. Exhibit 4 presents an overview of the closed pipe system. The pipe system ranges in size from twin 8' by 4' box culverts to 15" concrete pipe. Exhibit No. 6 presents a location map of the flooded structures and existing storm sewers with the limits of the sub-drainage area. The pipe system south of Cedar is generally maintained by Galveston County Drainage District No. 2. The City of La Marque maintains the pipe system generally along and north of Cedar Drive.

A report, "Ditch 12 Watershed Analysis," prepared for Galveston County Drainage District No. 2 in September of 1988 detailed the inadequacy of the pipe system to handle the flow of the three year frequency event with a twenty five year tail water or backwater within Ditch 12A. Generally, the inadequacies of the piped system are manifested at locations north of Cedar Drive. The report defined a number of improvements to the drainage system to provide the pipe system with the ability to handle the design three year event with a twenty five year tail water or backwater within Ditch 12A. The defined improvements are not designed to handle the extreme event rainfall experienced by the City of La Marque in 2001. However, the defined improvements to the pipe system would provide a better conveyance of outflows, allow deepening of many of the existing roadside ditches, and thereby provide a greater ability to convey and/or pond flood waters short of flooding structures.

The sub-drainage area 12B is a series of bowls. Once the storm sewer system, the out flow of each of the bowls, is flowing at capacity, excess flows must be stored within each succeeding bowl area. The storage of these waters or ponding occurs with every rainfall event in excess of the design events. During events in excess of the storm sewer design, each bowl area must store water until either the rainfall event ceases or the ponded waters are of sufficient depth to breach the edge of the bowl. In most cases the rainfall event has ceased prior to the flooding of structures. In 2001 the rainfall events did not cease before the flooding of structures occurred. Exhibit 7 presents an overview of the bowl effects including the approximate limits of each bowl and the location of the flooded structures within each bowl area.

Sub-drainage Areas 14B/14C

Approximately twenty one percent (18 structures) of the total flooded structures within the City of La Marque lie within the sub-drainage areas 14B and 14C. Exhibit No. 8 presents an orthographic map with the limits of sub-drainage area. The vast majority of the structures lie within a section of the City roughly bounded by Winding Way, Texas Avenue (FM 348), Ross Avenue, and Robbie Street. Ditch 14B begins on the north side of Texas Avenue (FM 348) about 150 feet west of Ross Avenue. Ditch 14B collects the out flow from a storm sewer system constructed with Texas Avenue (from about 100 feet west of Winding Way to Holman Avenue) by the Texas Department of Transportation. Ditch 14C crosses Texas Avenue, just east of Circle Drive, and the upstream end extends as far south as Robbie Street. Sub-drainage areas 14B and 14C, prior to the development of the City of La Marque, were adjacent to former creeks or bayous, the remains of which north of FM 1764 are now generally referred to as Ditch 14. The old bayou or ditch generally flowed east and north into Moses Lake. None of the existing ditches, Ditch 14B, 14C, or 14 has the capacity to contain the 25-year frequency event within the current top of bank. Exhibit No. 9 presents a location map of the flooded structures and existing storm sewers with the limits of the sub-drainage area.

A report, "Ditch 14 Watershed Analysis", prepared for Galveston County Drainage District No. 2 in March of 1986 detailed the inadequacy of Ditch 14B and Ditch 14C along with the main Ditch 14. The report investigated out flows of 25-year and 100-year rainfall events and found all three of the ditches to have inadequate channel capacity and to contain restrictive road crossings. Both rainfall events yielded water surface elevations several feet above the top of the bank of the existing channel. A few of the channel and restrictive crossing improvements has been undertaken since the report but most of the channel and crossings have not been improved. Ditch 14B has undergone channel improvements north of Texas Avenue. Ditch 14C has undergone channel improvements south of Texas Avenue along with a crossing improvement at Texas Avenue.

Ditch 14B, the storm sewer system within Texas Avenue, and the drainage ditches/roadway culverts adjacent to the west side of Ross Avenue are the primary drainage systems for the fourteen homes or businesses flooded within Sub-drainage Area 14B. Ditch 14C, a drainage ditch on the east side of Ross Avenue, and the Ross Avenue cross culvert near Chip Street are the primary drainage system for the three homes flooded on Chip Street. The Texas Avenue storm sewer system and the drainage ditch/roadway culvert systems are designed for three year frequency rainfall events.

The extreme event analysis for the sub-area of Ditch 14B indicates overland flow from the area which experienced flooding has been interrupted by development. The sub-drainage area has become a series of bowls. Once the storm sewer systems, the out flow of the bowl, are flowing at capacity, excess flows must be stored within the bowl area. The storage of these waters or ponding occurs with every rainfall event in excess of the design events. During events in excess of the storm sewer design, the sub-drainage area must store water until either the rainfall event ceases or the ponded waters are of sufficient depth to breach the edge of the bowl. In most cases the rainfall event has ceased prior to the flooding of structures. In 2001 the rainfall events did not cease before the flooding of structures occurred. The overflow point or lowest edge of the bowl series is along the original bayou channel about three to four hundred feet west of Ross Avenue. Development in the area - businesses and roadways have combined to provide a dam to extreme rainfall event generated runoff. The depth of water necessary to breach the dam effect varies from street to street with the lowest area being along Wisteria. Exhibit 10 presents an overview of the bowl effects including the approximate limits of each bowl and the location of the flooded structures within the bowl areas.

POTENTIAL REMEDIAL ACTIONS

The following is a brief summary of the findings, limitations, and of potential remedial actions along with an engineering opinion/assessment of the actions ability to effectively reduce or eliminate the flooding of structures by extreme rainfall events.

Sub-drainage Area 7C

The thirty seven structures flooded within the sub-drainage area defined as 7C have no effective way of escaping flooding from a repeat event or events such as occurred in 2001. The structures lie within the confines of a topographic bowl generated by development of roadways FM 1765 and State Highway 3, commercial development along FM 1765 west of State Highway 3, and the railroad bed along the east side of State Highway 3. Lowering of the bowl lip would require the roadway, railroad bed, and commercial establishments to undergo severe alterations. The necessary alterations are not practical nor very cost effective. Installing additional pipes beneath the intersection of FM 1765 and State Highway 3 does not remedy the extreme event situation without downstream culvert and outfall ditch improvement. The drainage system is full downstream and the addition of more or larger outflow pipes into a full system will not allow much if any additional outflow. The most practical alternative would be to lower the backwater (tailwater) affects downstream on Ditch 7. No engineering investigation has occurred on Ditch 7 by

the Galveston County Drainage District No. 2 or the City of Texas City to determine the ability, practicality, or costs associated with the lowering of the backwater. However, a lower backwater would lessen the upstream storage (ponding-flooding). Lowering the backwater is a necessity before any other improvement can occur. Drainage improvements must be constructed from downstream to upstream. The outfall ditch, Ditch 7, must be able to contain at a minimum the 25-year event within the top of bank.

Sub-drainage Area 12B

The twenty one structures flooded within the sub-drainage area defined as Ditch 12B have several possible methods or combinations of methods for reducing potential flooding from a repeat event or events such as occurred in 2001. The structures lie within the confines of a series of topographic bowls generated by the development of roadways during the initial land development years ago. A report, "Ditch 12 Watershed Analysis", prepared for Galveston County Drainage District No. 2 in September of 1988 detailed a number of improvements to the pipe storm sewer system to handle the flow of the three year frequency event with a twenty five year tail water or backwater within Ditch 12A. Exhibit 11 presents a pictorial summary of the proposed improvements. While these improvements alone may not reduce or eliminate flooding, the proposed improvements will provide better drainage during normal rainfall events. Additionally, the improvements would better convey the initial runoff from extreme event rainfalls thereby reducing the necessary storage needed later in the event. A reduction in storage is a reduction in water depth and potentially a reduction in the flooding of structures. The 1988 cost estimate for the storm sewer improvements was \$1,242,900.00 which included 25% for engineering and project contingencies. The adjusted cost would be \$1,801,420.00 in May 2002 dollars. The division of costs between the City of La Marque and Galveston County Drainage District No. 2 was not defined by the 1988 report. The availability of funds for either entity is unknown. However, the implementation of the proposed storm sewer improvements should be considered, at least the initial phase of a potential two prong attack.

The second prong, if warranted by future continued flooding, would be to lower the lip of the bowls and thereby reestablish the original concept of sheet flow. Lowering of the lip of the series of bowls would reduce water levels by reestablishing sheet flow interrupted by roadway placement during the initial development long ago. Lowering the lip would require the lowering of the street or roadway in the area of the old bayou channel. This approach is generally reserved for secondary streets, not major thoroughfares, and is more applicable to asphalt roadway construction rather than concrete roadway construction. Lowering of the roadway would reduce ponding and subsequent structure flooding but on the negative side reduce mobility during extreme rainfall events, likely increase roadway

maintenance costs, and might affect downstream conditions if carried to excess. The roadways would require at least a fifty foot dipped section be lowered to about six inches below the lowest flooded structure floor elevation. Caution must be exercised about lowering roadway sections. Lowering too much or too many roadway sections might not only become a safety hazard to traffic if made too steep but might increase downstream flooding. Trading upstream flooding for downstream flooding is not a desirable result nor is it a viable solution.

Sub-drainage Areas 14B/14C

The eighteen structures flooded within the sub-drainage area defined as Ditch 14B/14C have several possible methods or combinations of methods for reducing potential flooding from a repeat event or events such as occurred in 2001. The structures lie within the confines of a series of topographic bowls generated by the development of roadways during the initial land development years ago. A report, "Ditch 14 Watershed Analysis", prepared for Galveston County Drainage District No. 2 in March of 1986 detailed a number of improvements to the downstream ditch system to lower the tail water or backwater of twenty five year event to remain within the top of bank. The improvements would lower the 25-year and 100-year water surfaces of Ditch 14B at Texas Avenue (FM 348) about two feet and of Ditch 14C at Texas Avenue about one foot. A reduction in the backwater should increase the conveyance of the existing system during an extreme event rainfall thereby reducing the necessary storage needed later in the event. A reduction in the storage requirement is a reduction in the water levels and a reduction in the flooding extent. The 1986 cost estimate for improvements to downstream Ditch 14 and Ditches 14B/14C was \$2,473,000.00 which included 25% for engineering and project contingencies. The adjusted cost would be \$3,767,060.00 in May 2002 dollars. Additionally, a new cross culvert (30") should be installed across Ross Street at the intersection with Chip Street. The current cross culvert configuration north of Chip Street effectively provides a hydraulic blockage to the drainage from the Chip Street area. The estimated cost to install a new 30-inch culvert is about \$2,500.00. The cost would be substantially less if provided by City forces.

Shady Lane

Previous to the authorization for this report, SCL Engineering investigated a location of repeated flooding. The location was on Shady Lane just northeast of the intersection with Oak. The storm sewer along the north side of Shady Lane crosses an existing City waterline at Oak. The storm sewer and water line are in conflict. The City should either construct a junction box at the point of conflict or relocate (raise or lower) the water line.

The storm sewer outfall into the ditch along Oak should be turned to enter the ditch at an angle (preferably 30 degrees) downstream rather than at the current right angle. The estimated cost for the improvements would be about \$5,000.00. The cost would be substantially less if provided by City forces.

RECOMMENDATION

The elimination of flooding from extreme events is difficult and under most cases financially impractical. Extreme event frequency rainfalls and resultant flood issues are rare occurrences and beyond the practical economics of most governmental agencies. Flood control, in the most practical sense, must begin with the downstream facilities before upstream facilities can be improved and have any significant impact on flooding issues. In the case of the City of La Marque, the downstream facilities are Ditches 7, 12, and 14. These ditches should as a minimum standard be able to handle at least the 25-year frequency rainfall event and subsequent runoff. The ability to handle even greater events would be beneficial. Only Ditch 12 currently has the capacity to handle at least the 25-year frequency rainfall event within the top of bank.

Consequently, SCL Engineering recommends Ditches 7 and 14 along with their subsystem Ditches 7C, 14B, and 14C be improved to handle at a minimum the 25-year frequency rainfall event runoff. Ditch 7 has not been studied and the net result of increasing downstream capacity on upstream water surfaces is unknown. Additionally the costs associated with the necessary improvements is unknown. A study of Ditch 7 should be undertaken to determine the necessary improvements, costs, and downstream effect of the necessary improvements. A previous study of Ditch 14B indicates improvements to Ditches 14 and 14B would result in a water surface reduction at FM 348 (Texas) of about 2.5 feet for the 25-year event. The same study indicated a Ditch 14C water surface reduction at FM 348 (Texas) of about 1.1 feet for the 25-year event. A reduction of 2.5 and 1.1 feet respectively may be sufficient to substantially reduce upstream water surface elevations due to extreme events. Even if the downstream improvements do not totally eliminate upstream flooding, the downstream improvements must be accomplished before any other task can be undertaken upstream and for the upstream task to have any appreciable effect on water surface elevations. The City and Drainage District No. 2 should pursue the changes to the downstream sections of Ditches 14, 14B, and 14C. The estimated cost for improvements to Ditches 14, 14B, and 14C is \$3,767,060.00 in May 2002 dollars. The City should install a cross culvert (30") across Ross Street at the intersection with Chip Street at an estimated cost of \$2,500.00. Ditch 12 currently has capacity to handle at least the 25-year event within the banks of the improved concrete open ditch section downstream. A previous study identified changes to the upstream drainage subsystem 12B. SCL Engineering recommends the City and Drainage District No. 2 pursue the changes to the upstream storm sewer system for drainage subsystem 12B. The upstream improvements will not only provide much better three year frequency event drainage but

will help reduce the amount of stored water during events greater than the design. A reduction in stored water maybe sufficient to reduce extreme event flooding of structures. The estimated cost for improvements to the drainage subsystem 12B is \$1,801,420.00 in May 2002 dollars. The conflict of storm sewer and waterline at the intersection of Shady and Oak should be resolved and the storm sewer outfall adjusted to an angle downstream at an estimated cost of \$5,000.00.

Additionally, SCL Engineering recommends the City:

- Develop a comprehensive ditch culvert, storm sewer maintenance program. The City of La Marque should adopt a program to clean all ditches, driveway culverts, and storm sewers periodically on a scheduled maintenance routine. The program would envision cleaning a particular system once every 5 to 10 years (frequency would depend upon City's financial ability). Additional cleaning might become necessary due to aggressive siltation in some locations.
- Develop a citizen awareness and participation program backed by City partnership. The citizen awareness/participation program should enlist citizens to notify the City of plugged or blocked systems. Upon notification, the City must take action to remove the blockage and work with its citizens to prevent flooding. Citizens should be educated not to dump or place debris, grass clippings, etc. into any drainage system at any time. Even the careless leaving of toys and/or sporting goods (balls, bats, gloves, etc.) especially in or adjacent to the open roadside ditches located in front of most of the residences may become an obstacle to the drainage if swept into the system. The accumulation of these materials may contribute to the flooding of structures. Drainage and flood abatement must be made a joint effort of the City's staff and the City's citizens.
- Make a minor addition to the City's subdivision ordinance. The City should undertake a minor change to the subdivision ordinance to require developers or land owners, developing more than 5 acres, to provide the City with an extreme event analysis at the time of plan submittal. The purpose would be to prevent the construction of a structure in the path of a future extreme event's surface runoff.
- Encourage citizens to obtain flood insurance and develop family disaster plan. The City should encourage all citizens to obtain flood insurance regardless of the structures proximity to a delineated flood plain. None of the structures flooded within this report are within a delineated flood plain. The City should also encourage citizens to develop a family disaster plan. The plan should assist family members in reassembling in a safe location should a flood or another disaster affect

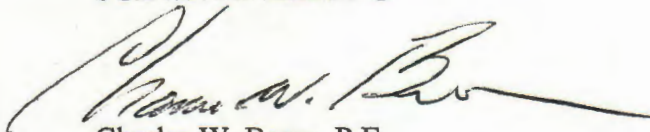
Ms. Carol McLemore
City of La Marque
June 12, 2002
Page 12

their current residence.

SCL Engineering hopes the above information is sufficient for your needs, SCL Engineering will be happy to discuss this report and its implications at your convenience. Should you have any questions, please advise.

Very truly yours,

SCL ENGINEERING



Charles W. Beere, P.E.
Vice President





CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016
Prepared by: Carol Buttler
Department: Adminiaration

Agenda item: 9g
Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding a Social Media Policy for the City of La Marque.

X

Attach for reference

1. Social Media-Benefits and Challenges
2. City of La Marque Police Department Policy
3. Policies from Various cities

STAFF BRIEFING:

- Councilmember Lane requested this item be discussed for the City of La Marque to have a more active social media presence for the public.
- The City Attorney previously reviewed and approved the Police Department policy.
- Managed by the IT Director, the City already has a Facebook page, Twitter account, Next Door Neighbor access, etc. to push information to our citizens.

HISTORY:

TARGET IMPLEMENTATION:

SIGNIFICANT ACTION DATES:

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:	
Budgeted	
Actual Bid	
Estimated Expenditure	
Acct. Name(s)	
Line Items #	
Other Funding	

STAFF'S RECOMMENDATION: Motion dependent on Council discussion.

FISCAL IMPACT: N/A

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Social Media: Benefits and Challenges

[Emma Martin](#) / 6 mins ago



Confederate Muster Roll from 1861 from the
[TSLAC archives](#)

Last year, a Confederate Muster Roll from the Texas State Library and Archives Commission reached an audience of 175. Normally, historical artifacts like this list of officers and soldiers are viewed by researchers or visitors to the library, who often do so individually. Through the power of Instagram, TSLAC is able to extend its holdings to more viewers than pass through the physical library in a given week. These viewers can interact with the artifacts in a public forum, commenting on and sharing photos. The popularity of social media has changed the way many businesses, museums, governments, and individuals gain awareness and interact with their audience.

According to a 2011 National Archives and Records Association (NARA) survey, 70% of federal agencies use social media – and in

Texas, agencies and local governments are following suit. According to the Texas Department of Information Resources' [Social Media Resource Guide](#), agencies use social media to:

- Increase traffic to websites
- Communicate with public
- Promote information
- Provide a moderated forum about important issues
- Improve customer service
- Increase brand recognition

As Megan discussed in the recent blog post ["FAQ: When is social media a record?"](#), not only are social media posts important for public engagement, but they might also be considered records. As more and more government entities join the social media game, the analysts here are often asked about how and why to keep social media and what obstacles to consider when beginning this process.

Benefits

Keeping social media posts as records helps your government entity be diligent and comprehensive in its recordkeeping. There are two significant benefits to maintaining social media posts as records:

1. It ensures compliance with the law.

Social media posts that ARE considered records (those that provide evidence of government business but are not captured in another format or version) may be subject to audits and eDiscovery. For instance, information from an online poll that exists only in social media format would be considered a record that your governmental entity would need to produce in the event of a Public Information Request. Social media recordkeeping is an important part of government transparency.

2. It helps retain a full picture of government business for continuity and historical purposes.

Unique records produced through social media should be kept like other records because they provide valuable information for your government and public in the present and future. Social media posts help record engagement with the public that act as evidence for developing programs, events, and reports. Further, these posts can be considered historically important, as a record of the relationship between a government and its public.

Challenges

Though the benefits of social media recordkeeping have led many governments to preserve posts using screenshotting, copy-and-pasting content, and software such as ArchiveSocial or SocialWare, capturing these posts pose unique challenges.

1. Deciding what to archive

This means deciding what is a record and what the record retention is for social media posts. Again, refer to [Megan's post](#) on this subject.

2. Classifying social media by the retention schedule

You may notice that there is no social media post record series on [Schedule GR](#) or the [Texas State Records Retention Schedule](#). This can make it tricky to decide on the correct retention for social

media posts. Remember to classify records by content, not format. For instance, a post that generates feedback and complaints would be categorized as:

*GR1000- COMPLAINTS 24	Complaints received from the public by a governing body or any officer or employee of a local government relating to government employees, policies, etc.	Resolution or dismissal of complaint + 2 years.	Retention Notes: a) The 2-year retention period applies only to complaints of a general nature that do not fall into a different category of complaint noted in this or other commission schedules. For example, complaints from the public about potential fire hazards are scheduled in Local Schedule PS (Records of Public Safety Agencies) and have a longer retention period. b) For complaints received from local government employees see GR1050-20.
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The Department of Information Resources (DIR) was the first Texas state agency to add Social Media Communications to their state schedule (series AU.053 on their [schedule](#)) and we anticipate this being a trend in records management.

3. Ensuring capture of full record

A social media record is more than meets the eye. In order to capture a full record, the file must include the metadata (such as timestamps, creators, size, etc.). Without this important information, you don't know the full story of the record, including how long to keep it!

Social media posts contain valuable and unique evidence of government business. Keeping these records helps a government remain transparent and provide evidence of business for both present and future functions. However, there are major capture and retention questions to consider when deciding to classify posts as records. Discussing the benefits and obstacles to social media capture and retention within your organization is the first step toward developing a social media policy that works for you. To view federal agencies' social media policies, check out the National Archives' "[Best Practices for the Capture of Social Media Records](#)."

[May 5, 2016](#) in [Tips](#). Tags: [digital archives](#), [electronic records](#), [records management](#), [Social Media](#), [social media archiving](#), [social media capture](#), [TSLAC](#)

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		NUMBER: XXX-X
SUBJECT: Social Media		
EFFECTIVE DATE: February 1, 2014		NO. PAGES: ?

PURPOSE

The La Marque Police Department endorses the secure use of social media to enhance communication, collaboration, and information exchange; streamline processes; and foster productivity. This policy establishes this department's position on the utility and management of social media and provides guidance on its management, administration, and oversight. This policy is not meant to address one particular form of social media; rather social media in general, as advances in technology will occur and new tools will emerge.

POLICY

Social media provides a new and potentially valuable means of assisting the department and its personnel in meeting community outreach, problem-solving, investigative, crime prevention, and related objectives. This policy identifies potential uses that may be explored or expanded upon as deemed reasonable by administrative and supervisory personnel. The department also recognizes the role that these tools play in the personal lives of some department personnel. The personal use of social media can have bearing on departmental personnel in their official capacity. As such, this policy provides information of a precautionary nature as well as prohibitions on the use of social media by department personnel.

Definitions

Blog: A self-published diary or commentary on a particular topic that may allow visitors to post responses, reactions, or comments. The term is short for "Web log."

Page: The specific portion of a social media website where content is displayed, and managed by an individual or individuals with administrator rights.

Post: Content an individual shares on a social media site or the act of publishing content on a site.

Profile: Information that a user provides about himself or herself on a social networking site.

Social Media: A category of Internet-based resources that integrate user-generated content and user participation. This includes, but is not limited to, social networking sites (Facebook, MySpace), microblogging sites (Twitter, Nixle), photo- and video-sharing sites (Flickr, YouTube), wikis (Wikipedia), blogs, and news sites (Digg, Reddit).

Social Networks: Online platforms where users can create profiles, share information, and socialize with others using a range of technologies.

Speech: Expression or communication of thoughts or opinions in spoken words, *in writing*, by expressive conduct, symbolism, photographs, videotape, or related forms of communication.

Web 2.0: The second generation of the World Wide Web focused on shareable, user-generated content, rather than static web pages. Some use this term interchangeably with social media.

Wiki: Web page(s) that can be edited collaboratively.

ON-THE-JOB USE

A. Department-Sanctioned Presence

1. Determine strategy

- a. Where possible, each departmental owned social media page shall include an introductory statement that clearly specifies the purpose and scope of the agency's presence on the website.
- b. Where possible, the page(s) should link to the department's official website.
- c. Social media page(s) shall be designed for the target audience(s) such as youth or potential police recruits.

2. Procedures

- a. All departmental owned social media sites or pages shall be approved by the chief executive or his or her designee and shall be administered by the same.
- b. Where possible, social media pages shall clearly indicate they are maintained by the department and shall have department contact information prominently displayed.
- c. Social media content shall adhere to applicable laws, regulations, and policies, including all information technology and records management policies.
 - (1) Content is subject to public records laws. Relevant records retention schedules apply to social media content.
 - (2) Content must be managed, stored, and retrieved to comply with open records laws and e-discovery laws and policies.
- d. Where possible, social media pages should state that the opinions expressed by visitors to the page(s) do not reflect the opinions of the department.
 - (1) Pages shall clearly indicate that posted comments will be monitored and that the department reserves the right to remove obscenities, off-topic comments, and personal attacks.
 - (2) Pages shall clearly indicate that any content posted or submitted for posting is subject to public disclosure.

3. Department-Sanctioned Use

- a. Department personnel representing the department via social media outlets shall do the following:
 - (1) Conduct themselves at all times as representatives of the department and, accordingly, shall adhere to all department standards of conduct and observe conventionally accepted protocols and proper decorum.
 - (2) Identify themselves as a member of the department.
 - (3) Not make statements about the guilt or innocence of any suspect or arrestee, or comments concerning pending prosecutions, nor post, transmit, or otherwise disseminate confidential information, including photographs or videos, related to department training, activities, or work-related assignments without express written permission.
 - (4) Not conduct political activities or private business.
- b. Department personnel use of personally owned devices to manage the department's social media activities or in the course of official duties is prohibited without express written permission.
- c. Employees shall observe and abide by all copyright, trademark, and service mark restrictions in posting materials to electronic media.

B. Potential Uses

- 1. Social media is a valuable investigative tool when seeking evidence or information about
 - a. missing persons;
 - b. wanted persons;
 - c. gang participation;
 - d. crimes perpetrated online (i.e., cyberbullying, cyberstalking); and
 - e. photos or videos of a crime posted by a participant or observer.
- 2. Social media can be used for community outreach and engagement by
 - a. providing crime prevention tips;
 - b. offering online-reporting opportunities;
 - c. sharing crime maps and data; and
 - d. soliciting tips about unsolved crimes (i.e., Crimestoppers, text-a-tip).
- 3. Social media can be used to make time-sensitive notifications related to
 - a. road closures,

- b. special events,
 - c. weather emergencies, and
 - d. missing or endangered persons.
4. Persons seeking employment and volunteer positions use the Internet to search for opportunities, and social media can be a valuable recruitment mechanism.
 5. This department has an obligation to include Internet-based content when conducting background investigations of job candidates.
 6. Searches should be conducted by a nondecision maker. Information pertaining to protected classes shall be filtered out prior to sharing any information found online with decision makers.
 7. Persons authorized to search Internet-based content should be deemed as holding a sensitive position.
 8. Search methods shall not involve techniques that are a violation of existing law.
 9. Vetting techniques shall be applied uniformly to all candidates.
 10. Every effort must be made to validate Internet-based information considered during the hiring process.

PERSONAL USE

A. Precautions and Prohibitions

Barring state law or binding employment contracts to the contrary, department personnel shall abide by the following when using social media.

1. Department personnel are free to express themselves as private citizens on social media sites to the degree that their speech does not impair working relationships of this department for which loyalty and confidentiality are important, impede the performance of duties, impair discipline and harmony among coworkers, or negatively affect the public perception of the department.
2. As public employees, department personnel are cautioned that speech on- or off-duty, made pursuant to their official duties—that is, that owes its existence to the employee's professional duties and responsibilities—is not protected speech under the First Amendment and may form the basis for discipline if deemed detrimental to the department. Department personnel should assume that their speech and related activity on social media sites will reflect upon their office and this department.

3. Department personnel shall not post, transmit, or otherwise disseminate any information to which they have access as a result of their employment without written permission from the chief executive or his or her designee.
4. For safety and security reasons, department personnel are cautioned not to disclose their employment with this department nor shall they post information pertaining to any other member of the department without their permission. As such, department personnel are cautioned not to do the following:
 - a. Display department logos, uniforms, or similar identifying items on personal web pages.
 - b. Post personal photographs or provide similar means of personal recognition that may cause them to be identified as a police officer of this department. Officers who are, or who may reasonably be expected to work in undercover operations, shall not post any form of visual or personal identification.
5. When using social media, department personnel should be mindful that their speech becomes part of the worldwide electronic domain. Therefore, adherence to the department's code of conduct is required in the personal use of social media. In particular, department personnel are prohibited from the following:
 - a. Speech containing obscene or sexually explicit language, images, or acts and statements or other forms of speech that ridicule, malign, disparage, or otherwise express bias against any race, any religion, or any protected class of individuals.
 - b. Speech involving themselves or other department personnel reflecting behavior that would reasonably be considered reckless or irresponsible.
6. Engaging in prohibited speech noted herein, may provide grounds for undermining or impeaching an officer's testimony in criminal proceedings. Department personnel thus sanctioned are subject to discipline up to and including termination of office.
7. Department personnel may not divulge information gained by reason of their authority; make any statements, speeches, appearances, and endorsements; or publish materials that could reasonably be considered to represent the views or positions of this department without express authorization.
8. Department personnel should be aware that they may be subject to civil litigation for
 - a. publishing or posting false information that harms the reputation of another person, group, or organization (defamation);
 - b. publishing or posting private facts and personal information about someone without their permission that has not been previously revealed to the public, is not of legitimate public concern, and would be offensive to a reasonable person;
 - c. using someone else's name, likeness, or other personal attributes without that person's permission for an exploitative purpose; or

- d. publishing the creative work of another, trademarks, or certain confidential business information without the permission of the owner.
9. Department personnel should be aware that privacy settings and social media sites are constantly in flux, and they should never assume that personal information posted on such sites is protected.
10. Department personnel should expect that any information created, transmitted, downloaded, exchanged, or discussed in a public online forum may be accessed by the department at any time without prior notice.
11. Any employee becoming aware of or having knowledge of a posting or of any website or web page in violation of the provision of this policy shall notify his or her supervisor immediately for follow-up action.

APPROVED



Randall Aragon
Chief of Police

CALEA Standards: None

1. PURPOSE

The role of technology in the 21st century workplace is constantly expanding. Social media tools such as Facebook, Twitter, and blogs can improve interactivity between government agencies and the public, reaching new and different populations from traditional media sources.

King County departments should choose a combination of traditional and social media that complement each other and distribute information to relevant audiences. This handbook is designed to inform employees and the public, and to ensure transparency and consistency when incorporating social media into King County communications and outreach efforts.

All King County communications, including social media, are public records and must be managed in compliance with public records law.

2. APPLICABILITY

This handbook is applicable to employees of Executive Branch departments that create or contribute to social media on behalf of King County. The handbook also applies to non-Executive Branch agencies adopting this policy (collectively referred to herein as "departments").

3. DEFINITIONS

- 3.1 Social Media:** Online technologies used to communicate and share information. Social media can take many forms, including but not limited to text, images, and video. The definition of social media includes third-party pages such as Facebook and Twitter as well as vendors such as GovDelivery and Survey Monkey.
- 3.2 Social Media Action Plan (SMAP):** Official document departments are required to complete before creating new social media pages; outlines key questions related to the use of social media, including target audience, goals, and resources.
- 3.3 Executive Office:** Executive Branch leadership representing the King County Executive; includes, among others, the director and deputy director of communications.
- 3.4 Social Media Specialist:** Designated employee from KCIT responsible for social media governance, implementation, and strategy; works directly with departments and authorized agents to drive social media initiatives across King County.
- 3.5 Departments:** Executive Branch departments under the authority of the King County Executive as defined by Section 310 of the King County Charter. For the sake of this handbook, the definition of departments includes non-Executive Branch agencies adopting this policy (collectively referred to herein as "departments").
- 3.6 Authorized Agent:** Employee or stakeholder who has been authorized to post social media content on behalf of a King County department, including but not limited to Public Information Officers (PIOs), communications managers, and program leads.

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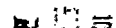
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Administrative Regulation 1.25

Matthew H. Hymel, County Administrator



Social Media Use

Effective Date: April 3, 2012

Subject

The County of Marin Social Media Use Policy.

Authority

This regulation is issued pursuant to Section 2.08 of the Marin County Code and has been approved by the Board of Supervisors.

Applicability

The County of Marin has a business need to augment traditional communication methods with the use of social media channels. The use of social media presents opportunity and risk to the County and individual County departments. In general, the County supports the use of social media to further County and department missions and goals.

The County endorses the secure use of social media technology to enhance communication, collaboration and information exchange; streamline processes; and foster productivity improvements. However, their application must not compromise data confidentiality and integrity. The same standards of conduct, principles and guidelines that apply to County of Marin employees in the performance of their assigned duties apply to employee social media technology use. This document establishes countywide social media use policies, protocols and procedures intended to mitigate associated risks from use of this technology where possible.

Policy

Department use of social media technology shall conform to the policies, protocols and procedures contained, or referenced, herein.

1.0 Definitions

1.1 Social Media

The U.S. Government defines social media as the various activities that integrate technology, social interaction, and content creation. Through social media, individuals or groups can create, organize, edit or comment on, combine, and share content. Social media uses many technologies and forms, including social-networking, blogs, wikis, photo-sharing, video -sharing, podcast, social bookmarking, mash-ups, widgets, virtual worlds, microblogs, Really Simple Syndication (RSS) and more. Not all forms of social media may be appropriate for use by County departments.

1.2 Official County Email Account

Email account provided by a department mail system or approved external mailbox that is used for official County business.

1.3 Approved County Social Networking Site

Approved County social networking site refers to social networks that the County Administrator's Office (CAO) and Information Services and Technology (IST) Department have assessed and approved for use by County departments. See County of Marin Social Media Playbook (Networks and Standards) for the most recent list of approved sites.

1.4 Post

An administrator submitted message/blog in the form of, but may not be limited to, text, videos, photographs, graphics, links (hyperlinks), documents, computer applications, etc.

1.5 Comment

A user submitted response to an administrator post.

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2.0 Responsibility

2.1 Board Approval

Administrative Policy and Procedure No. 1.25: Social Media Use was approved by the Marin County Board of Supervisors on April 3, 2012.

2.2 IST and CAO

The County Chief Information Officer/Director of Information Systems Technology, or his/her designee, and the County Administrator's Office are responsible for facilitating this policy in compliance with established Board rules and protocols. This includes responsibility to audit department use of social media and enforce policy compliance.

2.3 Department Head

Within the terms of this policy, Department Heads have authority to determine and establish social media activity at the department program level.

2.4 Social Media Coordinator

The Social Media Coordinator is appointed by the Department Head, or his/her designee, with authority to use social media on behalf of the department and responsibility to ensure the appropriateness of content.

3.0 Procedures

3.1 County social Media Technology Use

Department use of social media technology shall conform to the policies, protocols and procedures contained, or referenced, herein.

1. Comply with all applicable federal, state, and county laws, regulations and policies. This includes adherence to but may not be limited to established laws and policies regarding copyright, records retention, Freedom of Information Act (FOIA), California Public Records Act, First Amendment, Americans with Disabilities Act (ADA), Health Insurance Portability and Accountability Act (HIPAA), Hatch Act of 1939, privacy laws, employment related laws, plus County established Administrative Rules and Regulations No. 1.25 – Social Media Use and Personnel Management Regulations (PMR) such as but not limited to No. 20 – Employee Standards of Conduct, No. 21 – Equal Employment Opportunity and Anti-Harassment, No. 23 – Electronic Use, and No. 26 – Workplace Security, Safety, and Violence in the Workplace.
2. Be familiar and carry-out social media activity in accordance with the County of Marin Social Media Playbook.

3.2 Requirements for Department's Using Social Media

Departments who choose to utilize social media shall:

1. Establish a well thought out social media workplan that complements countywide policies and considers the department's mission and goals, audience, legal risks, technical capabilities, security issues, emergency response procedures, etc. The workplan shall be submitted to IST and County Administrator's Office for review.
2. Designate a Social Media Coordinator responsible for overseeing the department's social media activity, policy compliance, and security protection.

3.3 Authorized Use

Department Heads, or designees, are responsible for designating appropriate levels of use.

1. Social media network usage shall be limited only to those with a clear business purpose to use the forum.
2. Appropriate usage levels include identifying what sites the individual is approved to use, as well as defining capability: publish, edit, comment or view only.
3. Only official spokespersons, Public Information Officers, Social Media Coordinators, and Department Head designee shall be considered authorized users and have permission to post and respond.
4. Authorized users shall review the County's social media policies and procedures and are required to acknowledge their understanding and acceptance of their scope of responsibility via signing an acknowledgement form and forwarding to IST.

3.4 User Behavior

The same standards, principles and guidelines that apply to County of Marin employees in the performance of their assigned duties apply to employee social media technology use.

1. Authorized users shall do so only within the scope defined by their respective department per § 3.3 and in compliance with all County policies, practices and user agreements and guidelines.
2. Authorized social media spokespersons participating in social networking discussions related to County business matters in off-County time shall indicate that viewpoints are personal and do not necessarily reflect County opinion.
3. Violations of this policy shall be reviewed on a case-by-case basis and may result in appropriate disciplinary actions.

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3.5 Approved Social Media Networks

Departments shall only utilize County approved social media networks for hosting official County social media sites listed in the County of Marin Social Media Playbook.

1. New social media networks under consideration will be reviewed and approved by the County Administrator's Office and IST Chief Information Officer with consultation from County Counsel and Human Resources when appropriate.
2. For each approved social media network, usage standards will be developed to optimize government use of the site.
3. Departments may request review and approval of additional social media networks to IST as needed.

3.6 Authenticity Establishment

County department social media sites shall be created and maintained with identifiable characteristics of an official County site that distinguishes them from non-professional or personal uses.

1. County social media network accounts shall be created using an official County email account.
2. Contact information should display an official County email address, include something about being the "official account", and provide a link to the County or department website.
3. The name "Marin County" or the official County or department logo must be displayed.
4. Link (hyperlink) to § 3.7.5: County of Marin Social Media User Responsibility Guideline must be displayed.

3.7 Site Content

Departments are responsible for establishing and maintaining content posted to their social media sites.

1. Social Media Coordinators shall review site activity daily for exploitation or misuse.
2. Social media content shall fully comply with all of the County's Personnel Management Regulations including but not limited to No. 20, 21, 23 and 26.
3. Contents posted on County social media sites may be considered public records subject to disclosure under California's Public Record Act ("PRA" – Government Code §§ 6250 et. seq.). PRA requests for the production of posts on a County social media site shall be referred to County Counsel for review and response.
4. Sites shall provide a link to the County of Marin Social Media User Responsibility Guideline (see § 3.7.5) and, if needed, consult with County Counsel to develop department specific disclaimers to meet the County's legal needs.
5. Following forms of content posted by external and authorized users may be subject to removal if they contain:
 - A. Profane language or content;
 - B. Content that promotes, fosters or perpetuates discrimination of protected classes;
 - C. Sexual harassment content;
 - D. Solicitations of commerce or advertisements including promotion or endorsement;
 - E. Promotion or endorsement of political issues, groups or individuals;
 - F. Conduct or encouragement of illegal activity;

- G. Information that may tend to compromise the safety or security of the public or public systems;
 - H. Content intended to defame any person, group or organization;
 - I. Content that violates a legal ownership interest of any other party, such as trademark or copyright infringement;
 - J. Making or publishing of false, vicious or malicious statements concerning any employee, the County or its operations;
 - K. Violent or threatening content;
 - L. Disclosure of confidential, sensitive or proprietary information;
 - M. Advocating for alteration of hours, wages, and terms and conditions of employment (applies to County employees only).
6. Unacceptable content and repeat individual violators shall be removed. Contact County Counsel on any legal issues. See § 3.8 concerning content management and deletion.
 7. Departments shall have preventative measure in place against potential destructive technical incidents. See § 3.9 on network security.

3.8 Records Management

Department use of social media shall be documented and maintained in an easily accessible format that tracks account information.

1. Departments are responsible for the creation, administration and deactivation of social media accounts
2. All content is to be fully accessible to any person requesting documents from the social media site.
3. Content deemed inappropriate per § 3.7.5 or technically destructive per § 3.9.2 shall be promptly documented (screenshot/printout), saved pursuant to IST policies and procedures regarding record retention, and then be removed immediately. Contact County Counsel on any legal issues.
4. Individuals (e.g., friends, fans or followers) who continue to post inappropriate content shall be removed.

3.9 Network Security

Department shall have security controls in place to protect County information and technology assets against potential destructive technical incidents.

- Perceived or known compromises to the County's internal network shall be promptly reported to IST.
- Computers, laptops and mobile devices used to administer County social media sites shall have up-to-date software to protect against destructive technical incidents, including but may not be limited to, cyber, virus and spyware/adware attacks.

4.0 Related References

1. County of Marin Social Media Playbook
2. County of Marin Personnel Management Regulation No. 20: Employee Standards of Conduct
3. County of Marin Personnel Management Regulation No. 21: Equal Employment Opportunity and Anti-Harassment
4. County of Marin Personnel Management Regulation No. 23: Electronic Media
5. County of Marin Personnel Management Regulation No. 26: Workplace Security, Safety, and Violence in the Workplace

If you are a person with a disability and require an accommodation to participate in a County program, service, or activity, requests may be made by calling (415) 473-4381 (Voice), (415) 473-3232 (TDD/TTY), or by email at least five days in advance of the event. Copies of documents are available in alternative formats upon request.

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City of Seattle Facebook Standard

Purpose

Facebook is a social networking site. Businesses and governments have joined individuals in using Facebook to promote activities, programs, projects and events. This standard is designed for City departments looking to drive traffic to department Web sites at seattle.gov and to inform more people about City activities. These standards should be used in conjunction with the City's blogging policy, social media use policy and video posting policy. As Facebook changes these standards may be updated as needed.

Establishing a page

When a department determines it has a business need for a Facebook account, it will submit a request to the Mayor's communication director via the Citywide Web Team. Once approved, the DoIT Citywide Web Team will create the boilerplate business page for the department. Applications are not to be added to a city Facebook site without approval by the DoIT Citywide Web Team. All city provided branding images must meet city branding standards.

Content

1. Type of 'pages'
 - a. The City will create 'pages' in Facebook not 'groups.' Facebook 'pages' offer distinct advantages including greater visibility, customization and measurability. Related community pages are unofficial representations of city business created by Facebook. Community pages will currently be accepted as is unless there is a copyright/trademark issue.
 - b. For 'type' description, choose 'government.'
2. Boilerplate

- a. The DoIT Citywide Web Team will standardize and provide the Facebook page's cover and profile images. The city logo is added to the cover photo.
- b. Departments will complete the Page Info section as fully as possible.
- c. If comments are turned on, the Facebook page should include a tab/link to a Comment Policy tab with the following disclaimer:

Comments posted to this page will be monitored. Under the City of Seattle blogging policy, the City reserves the right to remove inappropriate comments including those that have obscene language or sexual content, threaten or defame any person or organization, violate the legal ownership interest of another party, support or oppose political candidates or ballot propositions, promote illegal activity, promote commercial services or products or are not topically related to the particular posting.

3. Link to the City
 - a. A link to www.seattle.gov will be included on the Page Info page.
 - b. City department and project pages should be page favorites of other City Facebook pages.
4. Page naming
 - a. Page name should be descriptive of the department.
 - b. Departments will choose carefully with consideration for abbreviations, slang iterations, etc.
 - c. The DoIT Citywide Web Team will approve proposed names.
5. Page administrators
 - a. A successful page requires "babysitting." The department public information officer (PIO) is responsible for monitoring the Facebook page. Posts should be approved by the PIO or a designated alternate.
 - b. The department PIO is responsible for making sure content is not stale. Departments will designate a back-up administrator in PIO's absence.
6. Comments and Discussion Boards
 - a. Comments to the timeline generally will be turned off but may be allowed on a case-by-case basis with request from the department

and approval from the Mayor's communication director via the DoIT Citywide Web Team. Discussion Boards/apps should be turned off.

7. Style

- a. City Facebook pages will be based on a template that includes consistent City branding. The DoIT Citywide Web Team will provide departments with the template.
- b. Departments will use proper grammar and standard AP style, avoiding jargon and abbreviations. Facebook is more casual than most other communication tools but still represents the City at all times.

8. Applications

1. There are thousands of Facebook applications. Common applications can allow users to stream video and music, post photos, and view and subscribe to RSS feeds. While some may be useful to the page's mission, they can cause clutter and security risks.
2. An application should not be used unless it serves a business purpose, adds to the user experience, comes from a trusted source and is **approved** by the DoIT Citywide Web Team.
3. An application may be removed at any time if there is significant reason to think it is causing a security breach or spreading viruses.

Archive

- Each Facebook page will be set up in conjunction with a DoIT Citywide Web Team designated City e-mail account.
- Content that cannot be retrieved from Facebook via the API and needs to be retained as a record needs to be printed and maintained according to the City records retention policy.
 - **Social Media Use Policy** (/legislation-policies-and-standards/social-media-use-policy)
 - **Video Posting Standard** (/legislation-policies-and-standards/video-posting-policy)
 - **Twitter Standard** (/legislation-policies-and-standards/twitter-standard)
 - **CityLink Standard** (/legislation-policies-and-standards/citylink-standard)

City of Seattle

August 14, 2013



Top Requests

- 1 Find a City Job
(<http://www.seattle.gov/personnel/employment/default.asp>)
- 2 Calculate Minimum Wage (laborstandards/minimum-wage/wage-calculator)
- 3 Pay A Utility Bill (<http://www.seattle.gov/util/eBilling/index.htm>)
- 4 Find Police Reports (<http://www.seattle.gov/police/records/default.htm>)
- 5 Apply for a Building-Related Permit
(<http://www.seattle.gov/dpd/permits/default.htm>)

Services / Information



Here to Help



City Customer Service (customer-service-bureau)
Call 206-684-CITY



Employee Directory (/directory)



Report a Problem (<https://seattle-csrprodcwi.motorolasolutions.com/ServiceRequest.mvc/SRintake>)

Contact the Web Team (<mailto:cityweb@seattle.gov>)

Navigate to

Services & Information ([services-and-information](#))

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News.Seattle.Gov (<https://news.seattle.gov>)

City Event Calendar ([event-calendar](#))

Investor Relations ([investor-relations](#))

City Data

Data.Seattle.gov (<https://data.seattle.gov>)

Performance.Seattle.gov (<https://performance.seattle.gov>)

OpenBudget.Seattle.gov (<http://openbudget.seattle.gov>)

<http://www.seattle.gov> **City of Seattle**

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Seattle, WA 98104

ADA Notice ([americans-with-disabilities-act](#))

Notice of Nondiscrimination ([civilrights/title-vi-notice-of-nondiscrimination](#))

Privacy (<http://www.seattle.gov/information-technology/privacy-program>)

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WWW.C9-113.ORG/post/sample-social-media-policy

City of Seattle Social Media Use Policy

Purpose

To address the fast-changing landscape of the Internet and the way residents communicate and obtain information online, City of Seattle departments may consider using social media tools to reach a broader audience. The City encourages the use of social media to further the goals of the City and the missions of its departments, where appropriate.

The City of Seattle has an overriding interest and expectation in deciding what is "spoken" on behalf of the City on social media sites. This policy establishes guidelines for the use of social media.

General

1. All City of Seattle social media sites posted by executive departments will be subject to approval by the Mayor's communications director.
2. The City of Seattle's websites (Seattle.gov, SeattleChannel.org, SeattleCenter.com, SPL.org, etc.) will remain the City's primary and predominant internet presences.
 - a. The best, most appropriate City of Seattle uses of social media tools fall generally into two categories:
 - i. As channels for disseminating time-sensitive information as quickly as possible (example: emergency information).
 - ii. As marketing/promotional channels which increase the City's ability to broadcast its messages to the widest possible audience.
 - b. Wherever possible, content posted to City of Seattle social media sites will also be available on the City's main webs.
 - c. Wherever possible, content posted to City of Seattle social media sites should contain links directing users back to the City's official websites for in-depth information, forms, documents or online services necessary to conduct business with the City of Seattle.

3. As is the case for City of Seattle's web sites, departmental public information staff will be responsible for the content and upkeep of any social media sites their department may create.
4. Wherever possible, all City of Seattle social media sites shall comply with all appropriate City of Seattle policies and standards, including but not limited to:
 - a. **Acceptable Use of City Digital Equipment, Internet Access, Electronic Communications and Other Applications** ([Documents/Departments/SeattleGovPortals/CityServices/CitywideAUP.pdf](#))
 - b. **Web Presentation and Accessibility Standards** ([/legislation-policies-and-standards/web-presentation-and-accessibility-standards](#))
 - c. **Blogging Policy** ([/legislation-policies-and-standards/blogging-policy](#))
 - d. **Online Privacy and Security Policy** ([/information-technology/privacy-program/privacy-statement](#))
 - e. **Policy on Non-Government Information and Links** ([/legislation-policies-and-standards/web-site-links-policy](#))
 - f. **Inclusive Outreach & Public Engagement Executive Order** (http://www.seattle.gov/archive/nickels/executive_orders/E05-08OutreachPublicEngagement.pdf) & **Inclusive Public Engagement Policy** (http://www.seattle.gov/archive/nickels/executive_orders/E05-08OutreachPublicEngagementAttachA.pdf)

Any exceptions will be approved by the DoIT Citywide Web Team and subject to review by the Chief Technology Officer and the appropriate branch public information authority.

5. City of Seattle social media sites shall comply with Seattle Ethics and Elections code and administrative rules.
6. City of Seattle social media sites are subject to State of Washington public records laws. Any content maintained in a social media format that is related to City business, including a list of subscribers and posted communication, is a public record. The Department maintaining the site is responsible for responding completely and accurately to any public records request for public records on social media. Content related to City business shall be maintained in an accessible format and so that it can be produced in response to a request (see the City of Seattle **Twitter** ([/legislation-policies-and-standards/twitter-standard](#)), **Facebook** ([/legislation-policies-and-standards/facebook-standard](#)) and **CityLink** ([/legislation-policies-and-standards/citylink-standard](#)) standards). Wherever possible, such sites shall clearly indicate

that any articles and any other content posted or submitted for posting are subject to public disclosure. Users shall be notified that public disclosure requests must be directed to the relevant departmental public disclosure officer.

7. Washington state law and relevant City of Seattle records retention schedules apply to social media formats and social media content. Unless otherwise addressed in a specific social media standards document, the Department maintaining a site shall preserve records required to be maintained pursuant to a relevant records retention schedule for the required retention period on a City server in a format that preserves the integrity of the original record and is easily accessible. Appropriate retention formats for specific social media tools are detailed in the City of Seattle **Twitter (/legislation-policies-and-standards/twitter-standard)**, **Facebook (/legislation-policies-and-standards/facebook-standard)** and **CityLink (/legislation-policies-and-standards/citylink-standard)** standards.
8. Users and visitors to social media sites shall be notified that the intended purpose of the site is to serve as a mechanism for communication between City departments and members of the public. City of Seattle social media site articles and comments containing any of the following forms of content shall not be allowed:
 - a. Comments not topically related to the particular social medium article being commented upon;
 - b. Comments in support of or opposition to political campaigns or ballot measures;
 - c. Profane language or content;
 - d. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
 - e. Sexual content or links to sexual content;
 - f. Solicitations of commerce;
 - g. Conduct or encouragement of illegal activity;
 - h. Information that may tend to compromise the safety or security of the public or public systems; or
 - i. Content that violates a legal ownership interest of any other party.These guidelines must be displayed to users or made available by hyperlink. Any content removed based on these guidelines must be retained, including the time, date and identity of the poster when available (see the City of Seattle **Twitter (/legislation-policies-and-standards/twitter-standard)**, **Facebook (/legislation-policies-and-**

- standards/facebook-standard)** and **CityLink (/legislation-policies-and-standards/citylink-standard)** standards).
9. The City reserves the right to restrict or remove any content that is deemed in violation of this social media policy or any applicable law.
 10. The City will approach the use of social media tools as consistently as possible, enterprise wide.
 11. All new social media tools proposed for City use will be approved by the Chief Technology Officer and the appropriate department's public information authority.
 12. Administration of City of Seattle social media sites.
 - a. The DoIT Citywide Web Team will maintain a list of social media tools which are approved for use by City departments and staff.
 - b. The DoIT Citywide Web Team will maintain a list of all City of Seattle social media sites, including login and password information. Departmental public information officers will inform the DoIT Citywide Web Team of any new social media sites or administrative changes to existing sites.
 - c. The City must be able to immediately edit or remove content from social media sites.
 13. For each social media tool approved for use by the City the following documentation will be developed and adopted:
 - a. Operational and use guidelines
 - b. Standards and processes for managing accounts on social media sites
 - c. City and departmental branding standards
 - d. Enterprise-wide design standards
 - e. Standards for the administration of social media sites

Social Media Standards

The following social media tools have been approved for use by the City of Seattle:

- Video - **Video Posting Standard (/legislation-policies-and-standards/video-posting-policy)**
- Twitter - **Twitter Standard (/legislation-policies-and-standards/twitter-standard)**
- Facebook - **Facebook Standard (/legislation-policies-and-standards/facebook-standard)**
- CityLink - **CityLink Standard (/legislation-policies-and-standards/citylink-standard)**

Bill Schrier, Chief Technology Officer, City of Seattle
October 2, 2009

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City of Seattle Twitter Standard

Purpose

Twitter is a micro blogging tool that allows account holders to tweet up to 140 characters of information to followers. By procuring and maintaining Twitter accounts, City departments will communicate information directly to their Twitter followers, alerting them to news and directing them to seattle.gov and the CityLink network for more information. These standards should be used in conjunction with the City's Social Media Use Policy.

Content

- Department communications personnel shall hold and maintain their department's Twitter account.
- Each department will have only one Twitter account, unless otherwise approved by the Mayor's communications director. Account information, including usernames and passwords, shall be registered with the DoIT Citywide Web Team.
- The department's Twitter bio will read: (Department name) Comments, list of followers subject to public disclosure (RCW 42.56). If appropriate the following will be added: This site is not monitored. Call 911 for emergencies.
- Twitter usernames shall begin with "Seattle" (SeattlePD, SeattleFire and SeattleDoT). In cases where the username is too many characters, begin with "SEA" (SEACityLight).
- Department Twitter account backgrounds will share a standardized City of Seattle logo provided by the DoIT Citywide Web team.
- Twitter accounts shall serve three primary purposes:
 - Get emergency information out quickly
 - Promote City-sponsored events
 - Refer followers to content hosted at www.seattle.gov

- Information posted on Twitter shall conform to the policies and procedures of the department posting the information. Tweets shall be relevant, timely and informative.
- Twitter content shall mirror information presented on CityLink Seattle and other existing information dissemination mechanisms. Communications personnel shall ensure that information is posted correctly the first time. Twitter does not allow for content editing.

Archive

- Seattle DoIT personnel shall be responsible for archiving Twitter posts. Initial policy will be to archive Twitter postings within the department's CityLink blog hosted by City servers. CityLink Twitter archives will not be visible to the public, but will be accessible for public document retention purposes.
- Communications personnel shall be responsive to those constituents who communicate via Twitter's @reply or direct message functions. Communication with followers will be timely and consistent with existing protocols. Either DoIT or department communications personnel will maintain an electronic record or printout on a quarterly basis a record of the list of followers and @reply messages for purposes of public records retention.
- **Social Media Use Policy (/legislation-policies-and-standards/social-media-use-policy)**
- **Video Posting Standard (/legislation-policies-and-standards/video-posting-policy)**
- **Facebook Standard (/legislation-policies-and-standards/facebook-standard)**
- **CityLink Standard (/legislation-policies-and-standards/citylink-standard)**

Bill Schrier, Chief Technology Officer, City of Seattle
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CITY OF HOUSTON

Executive Order

Subject: **Policy on Use of Social Media**

E. O. No:

1-18

Effective Date:

January 4, 2011

1. PURPOSE

- 1.1 City of Houston departments may use social media tools such as Facebook, Twitter, and YouTube to reach a broader audience. While the City's website (www.houstontx.gov) is the City's primary Internet presence, the City recognizes that, when used appropriately, social media may be useful in furthering the goals of the City and the missions of its departments.
- 1.2 This Executive Order provides policies, standards, and procedures for the use of social media sites. All official City presences on social media sites or services are considered extensions of the City's information networks and are governed by the responsibilities set forth in this and related policies and procedures (such as E.O. 1-48, Policy on Information Technology Security and A.P. 8-2, Procedure on Electronic Mail Communications) and in the City's standards of conduct, Chapter 14, Section 14-183 of the City of Houston Code of Ordinances. Violations of this policy shall be considered misconduct and may result in discipline up to and including indefinite suspension/termination.
- 1.3 Additionally, the City recognizes that many City employees use social media tools such as Facebook in their personal lives. Therefore, this policy provides guidelines for City employees when they communicate on social media sites as a private citizen.

2. OBJECTIVE

- 2.1 To maintain the integrity of the City's presence in social media and to ensure that social media is used appropriately and within City guidelines and policies.

3. DEFINITIONS

City Social Media Sites – Those pages, sections or posting locations in social media websites established or maintained by an employee of the City authorized to do so as part of the employee's job and that are used to communicate with the public on City business.

Social Media – Internet-based technology communications tools with a focus on immediacy, interactivity, user participation, and information sharing. These venues include social networking sites, forums, weblogs (blogs, vlogs, microblogs), online chat sites, and video/photo posting sites or any other such similar output or format. Examples include Facebook, Twitter, and YouTube.

Approved:

Date Approved:

01/04/2011

Page 1 of 6

Social media administrators – City employees expressly designated by their department directors to maintain oversight of their department's social media sites. A social media administrator's authority is limited to actions that directly reflect guidance from the social media administrator's departmental director and the policies and procedures of the social media administrator's department and the City.

4. SCOPE

- 4.1 This directive applies to all City employees, including contract employees and volunteers for the City of Houston when working with social media tools on behalf of the City and applies to the extent specified herein with regard to personal social media sites; provided, however, that this executive order does not apply to social media sites of the City's elected officials used solely for campaign or personal purposes.

5. RESPONSIBILITIES

- 5.1 Each department director is responsible for implementing the provisions of this directive and designating a social media administrator.
- 5.2 Each departmental social media administrator is responsible for oversight of the department's social media tools and shall:
- 5.2.1 Review all requests to establish official City departmental social media sites and recommend approval or denial to the Mayor's Communications Office. Social media administrators shall review social media sites or tools that have already been established in their departments to ensure that they are in compliance with this policy and shall submit a request for approval of such sites in accordance with Subsection 6.4 of this executive order.
- 5.2.2 Ensure the department's social media sites are regularly maintained and kept current.
- 5.2.3 Review information posted to the department's social media sites to ensure the content is appropriate, professional, and consistent with the City's policies and the purpose for which the site exists. Frequent review of sites that provide opportunity for comment or other interaction is essential.
- 5.2.4 Keep the department's director informed of the department's social networking tools and activities.
- 5.3 City employees whose official duties include creating or posting information to a City social media site are responsible for ensuring that such information is accurate, professionally presented, respectful, relevant, and on topic with the department's mission. Care must be taken to ensure that grammar and spelling are correct. Mistakes must be corrected quickly.

6. GENERAL GOVERNANCE AND OVERSIGHT OF CITY SOCIAL MEDIA SITES

- 6.1 City social media sites may contain information that represents or appears to represent the City's position on policy issues or other matters affecting City business and/or the positions of the City's leaders. Thus, the Mayor's Communications Office has general

oversight of all City social media sites. In disaster or emergency situations, the Mayor's Communications Office may assume control of departmental social media to ensure that communications are managed appropriately.

- 6.2 Each departmental social media site must be approved by the department's social media administrator. Requests to establish departmental social media sites must contain an explanation of the business necessity for establishing such a site and will be submitted to the department's social media administrator who will review and recommend approval or denial of the request to the Mayor's Communications Office. Requests shall be made in the format found in Appendix A. A department may have more than one social media site upon a showing that multiple sites will accomplish the City's goals in the use of social media.
- 6.3 For social media sites and tools in existence at the time this executive order is promulgated, departmental social media administrators shall submit a request for approval for each of their department's social media sites and tools to the Mayor's Communications Office. Such requests must be submitted within 90 days of the date this Executive Order is promulgated unless an extension is approved in writing by the Mayor's Communications Office.
- 6.4 Persons responsible for setting up or maintaining City social media sites shall provide each administrator's access, login, and password information to the following: their departmental social media administrator, their departmental ITD personnel, the IT Department's Infrastructure Services Security Administrator, and the Mayor's Communications Office. Any changes in administrator access, login or password information must be reported immediately to all such personnel.
 - 6.4.1 Social media administrators and City employees authorized as part of their official duties to post information, make comments, and send messages to the public on their department's Facebook page shall set up a Facebook account to facilitate transparency in communications.
 - 6.4.2 Such Facebook account shall:
 - 6.4.2.1 Contain the administrator's or employee's name.
 - 6.4.2.2 Be created using the administrator or employee's City email address.
 - 6.4.2.3 Be set up so that the page does not allow "wall posts" or "friending" the administrator or employee.
 - 6.4.2.4 Be used solely for City business in connection with their department's Facebook page, and shall not allow comments or "friending" the administrator or employee.
 - 6.4.2.5 Comply with section 7.0 of this directive.

7. DESIGN AND CONTENT OF CITY SOCIAL MEDIA SITES

- 7.1 Design elements (logos, background, images) should be appropriate to the subject matter and consistent with the City's design guidelines found at www.houstontx.gov/homepage.html.
- 7.2 Social media sites must contain a link to both the City website (www.houstontx.gov), and the City departmental website. Each City and departmental website shall contain a clear statement of the purpose and subject matter of social media sites.

- 7.3 Departments will use proper grammar and where possible, avoid jargon. Social media tools are often more casual than most communication tools but all City social media, such as Facebook and Twitter, shall represent the City appropriately and professionally.
- 7.4 The following statement shall be included on each departmental website following the City department or program description of the purpose of the social media site or tool:
- 7.4.1 [Insert name of department or program] is a department [or program] of the City of Houston, www.houstontx.gov. This site is intended to serve as a mechanism for communication between the public and [department/program] on the listed topics. Following or "friending" persons or organizations is not an endorsement by the City and is only intended as a means of communication. All content of this site and all comments submitted to this page and its list of fans are public and are subject to disclosure pursuant to the Texas Public Information Act. Public information requests must be directed to the [department's] public information officer.
- 7.4.2 Departments may use a departmental logo in their social media tools. Where appropriate for a particular site, social media pages will include the City's logo. Page names should be descriptive of the department/division. City departments will create "pages" in Facebook, rather than "groups." For "type" description, "government" will be used.
- 7.4.3 Departmental Twitter account biographies will read "[City of Houston, Department name]" and contain a link to the department's website. Where possible, departmental user names should begin with Houston or HOU (HoustonPolice, HOUPE, for example). The department's website shall contain the following statement: "When the City 'follows' or 'friends' a third party Twitter account, it is only for the purpose of facilitating communications and does not imply City endorsement of any such account."
- 7.4.4 All content-sharing activities, such as video-sharing, shall be in good taste, appropriate, and consistent with the City's policies.
- 7.5 Comments from the public are allowed on the City's social media sites and shall be monitored daily to ensure the comments meet certain criteria; the City's social media sites must be structured narrowly to focus discussions on a particular interest of the City rather than creating a "public forum." Social media web sites that allow comments must contain the following text on the social media site or must include a link to the location on the departmental website containing the following text:
- 7.5.1 "Comments. The purpose of this site is to present matters of public interest in the City of Houston, Texas. We encourage you to submit comments, but please note that this is not a public forum.
- 7.5.2 Comments posted to this page will be monitored. The City reserves the right to delete comments that: contain false information, obscene language or sexual content, threaten or defame any person or organization, support or oppose political candidates, political organizations or ballot propositions, promote illegal activity, commercial services or products, infringe on copyrights or trademarks or are not topically related to the particular posting."

- 7.6 Information that is proprietary, subject to the attorney-client privilege or state or federal privacy laws, and information not subject to disclosure under the Texas Public Information Act shall not be posted on any City social media site. Each department's social media administrator shall be responsible for ensuring compliance with this rule.

8. SECURITY AND PRIVACY

- 8.1 Applications (such as streaming video, music, photos, subscriptions to RSS feeds) that may be useful to a City social media site's mission can cause clutter and security risks. An application should only be used to serve a City purpose and add to the user experience, and only if it comes from a trusted source and has gone through the approval process outlined in Section 6 of this Executive Order. An application may be removed at any time if it causes a security breach or contains a virus.
- 8.2 Social media sites are hosted by third parties and are governed by such parties' privacy policies. Additionally, the City's social media sites are governed by the City's privacy policy, www.houstontx.gov/privacy.html.

9. RECORDS RETENTION AND PUBLIC INFORMATION

- 9.1 Records Retention. Pursuant to Section 441.158 of the Texas Government Code, the Texas State Library and Archives Commission promulgates records retention schedules for records of local governments. Each City department has a schedule and policy for retention of its records. The retention period for a record depends on the content of that record, regardless of the medium in which it is maintained. Departments maintaining a City social media site or using social media tools shall preserve records on a City server for the required retention period in a format that preserves the integrity of the original record and is easily accessible. Further, departments will destroy, transfer, or otherwise dispose of records in accordance with records disposition schedules.
- 9.2 Open Records. City of Houston social media sites are subject to the Texas Public Information Act (TPIA), found in Ch. 552, Texas Government Code. Content in City social media, including a list of subscribers and posted communications, is public record. The department maintaining the site is responsible for responding completely and accurately to any public information requests for information on social media. Content shall be maintained in an accessible format so that it can be produced in response to a request. Difficulty in accessing the information does not excuse compliance with the TPIA. Users of City social media sites shall be notified that public information requests must be directed to the relevant departmental public information officer.

10. APPROPRIATE EMPLOYEE USE OF SOCIAL MEDIA

- 10.1 Employees assigned to maintain City social media sites shall adhere to the principles articulated in this policy. Employees shall not work on departmental social media sites during off-duty hours unless specifically pre-approved to do so in writing on a day-to-day basis by the employee's supervisor. All such time worked outside the employee's normal work scheduled shall be reported and included in the employee's 40-hour work week. Any work in excess of 40 hours will be paid overtime as required by law and City policy.

- 10.2 Consistent with the City's policies on use of the City's telephone and email systems, incidental and occasional personal use of social media is permitted during work hours provided it is very limited in duration and does not have a detrimental effect on employee productivity.
- 10.3 City resources, work time, social media tools, and a City employee's official position shall not be used for personal profit or business interests or to participate in political activity. For example, a building inspector may not use the City's logo (or its likeness), email, or work time to promote a side business as a plumber.
- 10.4 Personal or business venture social media account names shall not be tied to the City. For example, CityofHoustonCop would not be an appropriate personal account name.
- 10.5 If commenting on City business, employees should use a disclaimer which establishes that their comments represent their own opinions and do not represent those of the City of Houston.
- 10.6 Employees may not attribute personal statements or opinions to the City when engaging in private blogging or postings on social media sites.
- 10.7 Employees, City contract employees, and City volunteers shall not use their City email account or password in conjunction with a personal social networking site.
- 10.8 City employees, contract employees for the City, and City volunteers shall not post images, files, or text depicting City property, equipment, or personnel in any manner that would adversely affect the reputation of the City or a City department.
- 10.9 The following guidelines apply to personal communications using various forms of social
- 10.9.1 Use common sense when using social media sites. Remember that what you write is public, may be public for a long time, and may spread to large audiences. Refrain from posting information that you would not want your supervisor or other employees to read or that you would be embarrassed to see in the newspaper or on television.
- 10.9.2 The City expects its employees to be truthful, courteous, and respectful toward supervisors, co-workers, citizens, customers, and other persons associated with the City. Employees shall not engage in name-calling or personal attacks or other such demeaning behavior.

11. USE OF SOCIAL MEDIA BY CITY BOARDS AND COMMISSIONS

- 11.1 Boards or commissions that wish to initiate the use of official social media sites should do so by formal action of the board or commission and must follow requirements for approval and governance outlined in this policy.
- 11.2 Under the Texas Open Meetings Act, individual members of a board or commission covered by such Act are prohibited from participating in postings or discussion threads on social media sites created and maintained by the board or commission of which they are a member.

14. ATTACHMENT

- 14.1 Attachment A - Application for Approval of Social Media Site/Tool

Attachment A
Application for Approval of Social Media
Site/Tool



Appendix A – Social Media Executive Order 1-18

Social Media Site Proposal (SMSP)

Pursuant to the City's Policy on the Use of Social Media, Executive Order No. 1-18, a SMSP must be completed for each type of social media site/activity, and must be reviewed by your department's social media administrator before forwarding to the Mayor's Communication's Office for final approval or denial. While the City's website (www.houstontx.gov) is the City's primary internet presence, the City recognizes that, when used appropriately, social media may be useful in furthering the goals of the City and the missions of its departments.

Your Name:

Your Department/Division, and Contact Information:

Date:

SMSP Details – Provide Responses on Page 2 – SMSP Outline

1. **Project name:** Identify the type of social media communication (Facebook Fan Page, Twitter, etc.) and the name of page proposed.
2. **Key theme/message, and how it furthers the goals of the City:** What is the theme or key message you want to communicate? What is the "big idea" you want your audience to remember, and how does it further the City's goals or mission?
3. **Audience:** Who are your audiences?
 - Primary
 - Secondary
4. **Audience needs, concerns, interests:** What are the needs, concerns or interests of your audience that you must take into account in creating this social media? These deal with what's already on their minds, or the context for this message.
5. **Desired action:** For each audience group, what is the ultimate action or response that you want from them?
 - Awareness?
 - Attitude formation/reinforcement/change?
 - Action?



6. **Key facts:** What specific information is important for them to know and *must* be contained in your message?
7. **Social Media Administrator:** Your department director is responsible for designating a social media administrator for your department, who will oversee your social media site.

Who from your department should serve as spokesperson or be featured in your message?

Who will maintain your social media site?

Social Media Site Proposal Outline – Provide Complete Responses for Each Item

1. **Project name:**
2. **Key theme/message, and how it furthers the goals of the City:**
3. **Audience:**
4. **Audience's needs, concerns, interests:**
5. **Desired action from audience:**
6. **Key facts:**
7. **Social Media Administrator, spokesperson, and featured person(s):**

To be completed by your department's social media administrator:

I am the _____ Department's Social Media Administrator. I have reviewed this Social Media Site Proposal. I recommend:

_____ Approval

_____ Denial

Social Media Administrator/Date



CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016
Prepared by: Les Rumburg
Department: Public Services

Agenda item: 10a
Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding the Award of Bid #LM 05-16 "Aeration Basin Cleaning" to Polston Applied Technologies in an amount Not-To-Exceed \$40,000.

X

ATTACHMENTS FOR REFERENCE

1. Bid Tab

STAFF BRIEFING:

There were 4 (four) bid(s) solicited as well as a legal ad placed in the Galveston County Daily Newspaper (or The Post) that ran twice in a fifteen (15) day period.

- A notice was posted on the City of La Marque web site.
- Select vendors were notified of bid opportunity
- Of responses received, 4 (four) qualified bids /were received.
- Please see the enclosed bid tabulation for bid results.
- Staff recommends awarding the bid for \$40,000 to Polston Applied Technologies as the lowest qualified bid meeting specifications.
- The bid amounts are based on specifications supplied by the City of La Marque.
- This is designed to complete the cleaning of Basin I.
- Low bid was based on total project versus cubic yards as submitted by others.
- Item has been discussed with the Finance Director to ascertain compliance with Purchasing Policy

HISTORY:

- Project was bid and awarded initially in September, 2015
- Initial project halted when it became apparent the removal quantity exceeded the bid award amount of \$50,000

TARGET IMPLEMENTATION: Mid-May to early June

SIGNIFICANT ACTION DATES:

September, 2015, implementation of first bid



CITY COUNCIL AGENDA FORM

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☐ Other | |
| ☒ Bid award | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

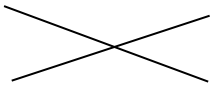
Cost Details:	
Budgeted	\$125,000
Actual Bid	\$40,000
Estimated Expenditure	\$91,000 (including \$40,000)
Acct. Name(s)	Capital Project Aeration Basin Cleaning
Line Items #	46-7123-24-00
Other Funding	

STAFF'S RECOMMENDATION: Motion to award Bid #LM 05-16 "Aeration Basin Cleaning" to Polston Applied Technologies in an amount Not-To-Exceed \$40,000.

FISCAL IMPACT: Having spent \$51,000 previously, if approved, would reduce the \$74,000 remaining in this Capital Project budget by, potentially, \$40,000.

BID TABULATION **LM 05-16** **AERATION BASIN CLEANING**

Polston Applied Technologies

ESTIMATED AMOUNTS	DESCRIPTION	UNIT PRICE PER CUBIC YARD	TOTAL BASED ON ESTIMATED AMOUNTS
800 Cubic Yards	Aeration Basin Debris (removal and disposal) as per specifications		\$40,000.00

C & R Wastewater

ESTIMATED AMOUNTS	DESCRIPTION	UNIT PRICE PER CUBIC YARD	TOTAL BASED ON ESTIMATED AMOUNTS
800 Cubic Yards	Aeration Basin Debris (removal and disposal) as per specifications	\$121.50	\$97,200.00

Specialized Maintenance

ESTIMATED AMOUNTS	DESCRIPTION	UNIT PRICE PER CUBIC YARD	TOTAL BASED ON ESTIMATED AMOUNTS
800 Cubic Yards	Aeration Basin Debris (removal and disposal) as per specifications	\$139.00	\$111,200.00

Synagro

ESTIMATED AMOUNTS	DESCRIPTION	UNIT PRICE PER CUBIC YARD	TOTAL BASED ON ESTIMATED AMOUNTS
800 Cubic Yards	Aeration Basin Debris (removal and disposal) as per specifications	\$139.75	\$111,800.00



CITY COUNCIL AGENDA FORM

Meeting Date: 05/09/2016

Prepared by: Charlene Warren

Department: Emergency
Management

Agenda item: 10b

Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding approval of disaster debris clearance and removal contractors Crowder Gulf and TFR, respectively, as awarded through H-GAC Request for Proposals.

☒ X

ATTACHMENTS FOR REFERENCE

1. Bid Tab
2. Proposals of Recommended Vendors

STAFF BRIEFING:

- The City's previous contract for debris clearance and removal has expired.
- After Superstorm Sandy, FEMA modified its reimbursement schedule, utilizing a sliding scale reimbursement based upon how quickly debris operations can be completed.
- To maximize reimbursement potential, communities are often selecting two contractors to expedite the removal process.
- The quicker the removal is completed, the higher reimbursement potential.
- H-GAC (Houston-Galveston Area Council), as a cooperative, provides a streamlined, **free** procurement process, assisting End Users with procuring a pre-disaster debris hauler contractor.
- These contractors are vendors with **pre-negotiated** contracts that may be activated in the event debris generated from a disaster exceeds the End User's capabilities to manage the debris internally.
- A Disaster Debris Clearance and Removal Services End User Service Request Form was submitted to H-GAC on 03/14/2016, providing pre-qualified debris hauling contractors with information about the End User (City of La Marque) to determine accurate pricing.
- Four (4) proposals were received by H-GAC: Ceres, Crowder Gulf, DRC, and TFR.
- Although Crowder Gulf was the second lowest proposal (behind TFR by 0.7%), our longstanding relationship and quality of performance led the review committee to respectfully recommend them as our primary contractor.
- It is also our recommendation to select TFR as our secondary contractor, based not only on their pricing, but vast industry experience and proximity to the City.
- Please see the enclosed bid tabulation for proposal results.
- Staff recommends awarding the proposal for disaster debris clearance and removal through H-GAC to Crowder Gulf and TFR as the two lowest, qualified offerors meeting specifications.
- The bid amounts are based on specifications supplied by the City of La Marque.
- Emergency Management Coordinator, Deputy Emergency Management Coordinator, Public Services Director, and Finance Director participated in the selection committee.

HISTORY:

- Crowder Gulf has been the City's debris removal vendor for the last ten (10) years.
- Crowder Gulf has an outstanding reputation throughout Galveston County.



CITY COUNCIL AGENDA FORM

- Immediately after Hurricane Ike, Crowder Gulf arrived and performed approximately \$1.6 million in debris removal.
- Crowder Gulf fully understands the reimbursement process and made no demands for payment while the City awaited FEMA reimbursements.

TARGET IMPLEMENTATION:

- The commencement date of the contracts will be June 13, 2016 and shall remain in effect for three (3) years, with an end date of May 31, 2019.
- At that time, the City shall have the option to renew the contracts, under the same terms and conditions, for up to two (2) one-year extensions when agreed upon in writing by all parties concerned.

SIGNIFICANT ACTION DATES: None

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other – Award Bids | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:	
Actual Bid – CG	\$2,187,625.00
Actual Bid - TFR	\$2,172,037.50
Estimated Expenditure	Only if disaster occurs
Acct. Name(s)	
Line Items #	
Other Funding	FEMA

STAFF'S RECOMMENDATION: Motion to approve selection of disaster debris clearance and removal contractors Crowder Gulf and TFR, respectively, as awarded through H-GAC Request for Proposals.

FISCAL IMPACT: Proposals amounts are estimates should a disaster affect the City of La Marque. No funds would be expended until such time arises.

End User: [Enter Client Name]

SCHEDULE 1 - UNIT RATE PRICE SCHEDULE		CrowderGulf		TFR		DRC		Ceres	
		Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
2 ROW Vegetative Debris Removal (Collect & Haul) Work consists of all labor, equipment, fuel, and associated costs necessary for the collection and transportation of eligible vegetative debris on the ROW to an approved DMS or other designated disposal facility.	Estimated CY								
	142,500	\$7.00	\$997,500.00	\$6.00	\$855,000.00	\$6.96	\$991,800.00	\$7.89	\$1,124,325.00
3 ROW C&D Debris Removal (Collect & Haul) Work consists of all labor, equipment, fuel, and associated costs necessary for the collection and transportation of eligible C&D debris on the ROW to an approved disposal facility.	Estimated CY								
	47,500	\$7.00	\$332,500.00	\$8.65	\$410,875.00	\$7.73	\$367,175.00	\$7.98	\$379,050.00
4 Demolition, Removal, Transport, and Demolition of Eligible Non-RACM Structures Work consists of all labor, equipment, fuel, and associated costs necessary to demolish, remove, transport, and dispose of eligible non-RACM structures on private property.	Estimated CY								
	100	\$15.00	\$1,500.00	\$21.00	\$2,100.00	\$14.82	\$1,482.00	\$23.98	\$2,398.00
5 Demolition, Removal, Transport, and Demolition of Eligible RACM Structures Work consists of all labor, equipment, fuel, and associated costs necessary to demolish, remove, transport, and dispose of eligible RACM structures on private property.	Estimated CY								
	100	\$18.00	\$1,800.00	\$26.00	\$2,600.00	\$38.42	\$3,842.00	\$37.98	\$3,798.00
6 DMS Management and Operations Work consists of all labor, equipment, fuel, and associated costs necessary for the management and operation of DMS for acceptance, management, segregation, and staging of disaster related debris.	Estimated CY								
	190,000	\$0.90	\$171,000.00	\$1.15	\$218,500.00	\$0.95	\$180,500.00	\$0.92	\$174,800.00
7 Reduction of Debris Through Grinding Work consists of all labor, equipment, fuel, and miscellaneous costs necessary to reduce disaster generated debris through grinding.	Estimated CY								
	142,500	\$2.50	\$356,250.00	\$2.05	\$292,125.00	\$2.50	\$356,250.00	\$2.91	\$414,675.00
8 Reduction of Debris Through Air Curtain Incineration Work consists of all labor, equipment, fuel, and miscellaneous costs necessary to reduce disaster generated debris through air curtain incineration.	Estimated CY								
	47,500	\$1.50	\$71,250.00	\$1.55	\$73,625.00	\$1.85	\$87,875.00	\$1.65	\$78,375.00
9 Haul-out of Reduced Debris to Final Disposal Site Work consists of all labor, equipment, fuel, and associated costs necessary for loading and transporting reduced debris at an approved DMS to a final disposal facility.	Estimated CY								
	37,050	\$3.80	\$140,790.00	\$4.15	\$153,757.50	\$3.43	\$127,081.50	\$3.35	\$124,117.50

Notes:
[Enter notes as applicable or Erase]

SCHEDULE 1 - UNIT RATE PRICE SCHEDULE		CrowderGulf		TFR		DRC		Ceres	
		Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
10 Removal of Eligible Hazardous Leaning Trees and Hanging Limbs Work consists of all labor, equipment, fuel, and associated costs necessary for the removal of eligible hazardous leaning or hanging limbs and placement of them on the ROW for haul-off.	Estimated Trees								
6 inch to 12 inch diameter	9	\$35.00	\$315.00	\$89.00	\$801.00	\$45.00	\$405.00	\$85.00	\$765.00
13 inch to 24 inch diameter	17	\$140.00	\$2,380.00	\$135.00	\$2,295.00	\$75.00	\$1,275.00	\$135.00	\$2,295.00
25 inch to 36 inch diameter	8	\$200.00	\$1,600.00	\$315.00	\$2,520.00	\$150.00	\$1,200.00	\$245.00	\$1,960.00
37 inch to 48 inch diameter	1	\$300.00	\$300.00	\$790.00	\$790.00	\$260.00	\$260.00	\$400.00	\$400.00
49 inch and larger diameter	0	\$400.00	\$0.00	\$1,325.00	\$0.00	\$380.00	\$0.00	\$600.00	\$0.00
Hanger Removal (2" or greater at the break and price per Tree)	1,414	\$60.00	\$84,840.00	\$91.00	\$128,674.00	\$65.00	\$91,910.00	\$83.00	\$117,362.00
11 Removal of Eligible Hazardous Stumps Work consists of all labor, equipment, fuel, and associated costs necessary for the removal of eligible hazardous stumps and transportation to an approved DMS or other designated disposal facility.	Estimated Stumps								
24.1 inch to 36 inch diameter	4	\$200.00	\$800.00	\$190.00	\$760.00	\$150.00	\$600.00	\$450.00	\$1,800.00
37 inch to 48 inch diameter	0	\$300.00	\$0.00	\$265.00	\$0.00	\$400.00	\$0.00	\$550.00	\$0.00
49 inch and larger diameter	0	\$350.00	\$0.00	\$375.00	\$0.00	\$600.00	\$0.00	\$650.00	\$0.00
12 Removal of Eligible White Goods Work consists of all labor, equipment, fuel, and associated costs necessary for the collection of eligible white goods, removal of refrigerants, transportation to an approved DMS, decontamination, and transportation to an approved final disposal facility.	Estimated Units								
	100	\$60.00	\$6,000.00	\$75.00	\$7,500.00	\$70.00	\$7,000.00	\$68.00	\$6,800.00
13 Removal of Eligible Used Electronics Work consists of all labor, equipment, fuel, and associated costs necessary for the collection of eligible used electronics and transportation to an approved final disposal facility.	Estimated Units								
	50	\$30.00	\$1,500.00	\$5.00	\$250.00	\$45.00	\$2,250.00	\$35.00	\$1,750.00
14 Removal of HHW Work consists of all labor, equipment, fuel, and associated costs necessary for the removal of eligible HHW and transportation to an approved final disposal facility.	Estimated Units								
	100	\$3.00	\$300.00	\$1.15	\$115.00	\$9.95	\$995.00	\$12.98	\$1,298.00
15 Abandoned Eligible Vessel and Vehicle Removal Work consists of all labor, equipment, fuel, and associated costs necessary for the removal of eligible abandoned vessels and vehicles and transportation to an approved staging area.	Estimated Units								
	50	\$300.00	\$15,000.00	\$265.00	\$13,250.00	\$225.00	\$11,250.00	\$175.00	\$8,750.00
16 Eligible Animal Carcass Removal and Disposal Work consists of all labor, equipment, fuel, and associated costs necessary for the removal of eligible animal carcasses and transportation to an approved final disposal facility.	Estimated Units								
	100	\$20.00	\$2,000.00	\$65.00	\$6,500.00	\$4.95	\$495.00	\$2.00	\$200.00

Total Estimated Contract Price		\$2,187,625.00		\$2,172,037.50		\$2,233,645.50		\$2,444,918.50	
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E-Mail

City of La Marque, TX

H-GAC RFP Disaster Debris Clearance and Removal Services

Monday, April 4, 2016 @ 4:00pm



CrowderGulf is committed to protecting and preserving our environment.

John Ramsay, President & CEO
5435 Business Parkway
Theodore, Alabama 36582
800-992-6207 Phone
251-459-7433 Fax
jramsay@crowdergulf.com
www.crowdergulf.com

A vertical photograph on the left side of the page showing a bright sun low on the horizon over a body of water. The sun's reflection is visible on the water's surface, and some dark, leafless branches are in the foreground on the right side of the image.

Table of Contents

- COMPANY CONTACTS
- EXECUTIVE SUMMARY
- PRE-EVENT CONTRACTS
- PAST CLIENTS
- TRAINING & EDUCATIONAL SERVICES
- PRICING WORKSHEETS

City of La Marque, TX
H-GAC RFP Disaster Debris Clearance & Removal Services

CrowderGulf Contact Information for the City of La Marque, TX



CrowderGulf, LLC
Disaster Administration Office
5435 Business Parkway
Theodore, Alabama 36582
Phone: 800-992-6207
Fax: 251-459-7433
aramsay@crowdergulf.com
www.crowdergulf.com

CrowderGulf FEIN: 01-0626019

John Ramsay
President & CEO, Company Official
Authorized to contract for CrowderGulf
(251) 402-3677 cell
jramsay@crowdergulf.com

Ashley Ramsay
Vice President & COO, Company Official
Authorized to contract for CrowderGulf
(646) 872-1548 cell
aramsay@crowdergulf.com

Assistant Director
Buddy Young
Denton, TX
(940) 597-4252 cell
byoung@crowdergulf.com

Project Manager
Clayton Young
Austin, TX
(940) 206-6996 cell
cyoung@crowdergulf.com

FEMA Specialist
Denton, TX
Gary Jones
(940) 206-4021 cell
gjones@crowdergulf.com

Project Manager
Nick Pratt
(251) 402-5566
npratt@crowdergulf.com

Bonding
Bowen, Miclette & Britt of Florida, LLC
1020 N. Orlando Avenue
Maitland, FL 32751
800-474-5686

Insurance
Point Clear (Gray Insurance)
368 Commercial Park Drive
Fairhope, AL 36532
251-990-9050



EXECUTIVE SUMMARY

CORPORATE SUMMARY

CrowderGulf is a nationally recognized and respected Debris Management Company with an experienced management team that has successfully participated in the recovery of all major natural disasters in the Southeast since 1969. **During these past forty-five years**, CrowderGulf, serving as a prime contractor, has successfully managed over 300 debris clean-up operations in 15 states and has removed and disposed of over 230,000,000 cubic yards of debris.

CrowderGulf's success is based on our integrity and the expertise of our experienced management team. Our team consists of previous FEMA Directors, Emergency Managers, FEMA trained Debris Specialists and Professional Engineers. They are National Incident Management System (NIMS) compliant, well-versed in all FEMA debris management guidelines (FEMA 325 & 327), and stand ready to assist our clients in effectively meeting the challenges of disaster recovery.

CrowderGulf maintains a strong presence in Texas. Our Assistant Director of Operations, Buddy Young, served as Regional Director of FEMA Region VI from 1993 – 2001 and served as Administrator for 133 federally declared disasters and emergencies. In addition, our Technical Assistance Consultant and FEMA Specialist, Gary Jones, has over 28 years working for the Federal Emergency Management Agency (FEMA). Gary served as Deputy Regional Director of FEMA Region VI for 17 years, and served as Acting Regional Director for 4 of those 17 years. Both Gary and Buddy, reside in Denton, TX, and are nationally known and well respected in the Emergency Management business and are extremely knowledgeable about FEMA policies and procedures. They primarily serve our Texas clients and are available throughout CrowderGulf's contract to assist with FEMA issues.

The amount of damage that occurs during a natural disaster varies, as do the needs to restore the affected areas. CrowderGulf's basic Debris Management Plan is flexible and set up so that it may be adapted to the specific requirements of the contract and the scope of the disaster. Our Plan establishes an early appraisal of disaster damage, moves trained, well-equipped crews into affected areas in the shortest time possible, and follows a disaster-specific plan to ensure the personnel and equipment are mobilized and utilized in the most efficient and effective manner to remove and reduce debris with the least possible impact on the citizens of the community. *Our full plan is available upon request.*

CrowderGulf has a proven track record of simultaneously managing multiple contracts and numerous specialty debris projects. Regardless of the diverse geographical locations of various disasters, with CrowderGulf's substantial manpower and equipment resources, we are able to honor all of our contractual commitments with dispatch and efficiency.

The chart below summarizes primary debris projects after major disasters in the past 12 years. Projects during each disaster were completed concurrently and involved disaster debris work in all eligible areas identified in FEMA's Public Assistance Program, Category A.

Summary by Disaster	# of Contracts Activated	TOTAL CY	# of DMS
2016 Tornado, Severe Winter Storms & Flooding	4 Contracts Across 4 States	37,722	Ongoing
2015 Tornado, Storms, Flooding & Other Projects	15 Contracts Across 4 States	151,032	4
2014 Ice Storm Pax & Ulysses, Severe Storms (Flood & Tornadoes)	14 Contracts Across 4 States	676,801	5
2012 Hurricane Sandy	4 Contract Across 3 States	727,194	1
2012 Hurricane Isaac	9 Contracts Across 3 States	245,799	3
2011 Hurricane Irene	31 Contracts Across 2 States	1,673,821	13
2008 Hurricanes Gustav and Ike	39 Contracts Across 4 States	17,012,103	27
2005 Hurricanes Dennis, Katrina, Rita & Wilma	67 Contracts Across 5 States	19,441,656	41
2004 Hurricanes Charley, Frances, Ivan & Jeanne	36 Contracts Across 3 States	16,800,678	61
2003 Hurricane Isabel	16 Contracts Across 2 States	5,447,815	19

Debris work for all of these contracts included debris removal, reduction and disposal, removal of leaning trees and hanging limbs, white goods, e-goods and hazardous waste removal. Contracts after hurricanes Sandy, Katrina, Ike and Irene and the Severe Flooding Event in 2014 also included waterway debris removal, ROE demolition and Private Property Debris Removal (PPDR) projects.

In addition to large scale debris removal, reduction and disposal operations, CrowderGulf offers services including, but not limited to, marine debris removal and canal cleaning, wetlands and shoreline restoration, marine construction and salvage, beach sand screening and restoration, hazardous waste handling, demolition, portable housing, temporary power services and technical assistance.

The CrowderGulf Staff is dedicated to providing the City of La Marque with priority service, quality performance and expert on-site management. The combination of CrowderGulf's human resources, extensive equipment inventory, financial capacity and experienced subcontracting teams, allow the company to honor all contractual commitments with dispatch and efficiency, regardless of geographic location or size of disaster. The depth of these integrated components will also allow CrowderGulf to respond to those special needs of the City of La Marque that may not have been considered in the pre-event contract.



CrowderGulf At-A-Glance

- **Full time (365 days/yr) Debris Management Company with 45 years of successful experience** in debris management for governmental agencies across fifteen (15) states.
- **Bases of Operation:** Corporate Office: **Theodore, Alabama (Mobile)**
Satellite Offices: **Denton and Austin, Texas;**
Coral Springs, Davenport, Florahome & Winter Garden, Florida;
Rocky Mount, North Carolina; Hilton Head and Laurens, South Carolina
- **Never failed to complete** all contract obligations and never defaulted on a contract.
- **Committed to the same** Project Management Team remaining with the project from start to finish.
- Large cadre of management personnel with extensive disaster debris training and experience.
- **Completed simultaneous** debris projects after all major hurricanes **since 1969.**
- Over **300** disaster recovery projects successfully completed.
- Successfully removed, reduced and disposed of over **230 million cubic yards of debris.**
- Industry leader in **waterway debris removal**, including work after Hurricane Sandy and Deep Horizon Oil Spill.
- Fully committed to using local citizens and qualified local subcontractors to the maximum extent, including Minority Business Enterprise (MBE) owners.
- **No lawsuits, liens or judgments by clients ever** filed or pending and no bankruptcy proceedings filed or pending.
- **No lawsuits, liens or judgments by CrowderGulf to clients ever** filed.
- Over 350 pieces of company-owned/leased equipment available for rapid response.
- Experienced in providing FEMA compliant documentation to every client. We provide unlimited support and accurate documentation to help ensure that no clients are denied reimbursement.
- Well-developed and proven Debris Management and Operations Plan that is reviewed and revised after every event.
- Quality Control always maintained to reinforce the "Clean as You Go" policy for debris removal.
- Technical advice and training available to all clients throughout the contract term, at no cost to client.
- Significant financial strength:

AGGREGATE BONDING CAPACITY	\$ 350,000,000
SINGLE BONDING CAPACITY	\$ 150,000,000
OTHER AVAILABLE FUNDING	\$ 80,000,000

CrowderGulf's Scope of Services



Land Operations

- Emergency Road Clearance - "PUSH"
- ROW & ROE Debris Removal & Final Disposal
- White Goods, E-Waste & HHW Removal
- Development of DMS
- Tree Trimming & Removal
- Stump Removal
- Demolition - Private, Commercial & Public Property
- Sand Removal, Sand Screening & Beach Restoration

- Beach Sand Screening and Replacement
- Emergency Berm Construction
- Levee Construction
- Derelict Vehicle & Vessel Removal
- Land Clearing & Site Preparation
- Road & Utility Work

Marine Operations

- Debris Removal from Inland & Offshore Waters
- Side Scan Sonar Services



- Marine Salvage
- Marine Construction
- Beach Replenishment
- Wetlands Restoration
- Dredging
- Pile Driving
- Bulkhead & Pier Replacement
- Vessel Recovery & Demolition

Other Services

- Pre-Planning & Training
- Technical Assistance
- Portable Housing
- Temporary Power Services/Generators
- Temporary Ice, Water & Other Consumables
- Levee Construction
- Bio-Mass Recycling
- Cellular Tower Construction
- Historic Property Preservation

Current Pre-Event Contracts

CLIENT	COUNTY	DURATION	CLIENT	COUNTY	DURATION	CLIENT	COUNTY	DURATION
ALABAMA								
Baldwin County	Baldwin	2015-2018	Evergreen	Conecuh	2007-2016	Perdido Beach	Baldwin	2012-2015
Bay Minette	Baldwin	2007-2016	Jackson County Comm	Jackson	2015-2018	Repton	Conecuh	2012-2015
Bayou La Batre	Mobile	2012-2015	Loxley	Baldwin	2014-2017	Semmes	Mobile	2014-2019
Castleberry	Conecuh	2008-2016	Mobile	Mobile	2015-2018	Spanish Fort	Baldwin	2015-2018
Chatom	Washington	2014-2019	Monroe County	Monroe	2012-2017			
Daphne	Baldwin	2015-2018	Orange Beach	Baldwin	2010-2016			
FLORIDA								
Anna Maria	Manatee	2015-2018	Hardee County	Hardee	2011-2016	Panama City	Bay	2012-2017
Aventura	Miami-Dade	2006-2016	Jackson County	Jackson	2015-2020	Plant City	Hillsborough	2015-2020
Brevard County	Brevard	2012-2017	Jupiter	Palm Beach	2013-2020	Plantation	Broward	2012-2018
Clay County	Clay	2015-2022	Kissimmee	Osceola	2014-2019	Polk County	Polk	2015-2020
Cocoa Beach	Brevard	2011-2016	Lake County	Lake	2013-2018	Sanford	Seminole	2015-2016
DeFuniak Springs	Walton	2013-2017	Lakeland	Polk	2015-2022	Sanibel	Lee	2012-2017
Deltona	Volusia	2014-2018	Lauderdale-By-The-Sea	Broward	2013-2017	School Board of Polk Co	Polk	2016-2020
DeSoto County	DeSoto	2010-2020	Lazy Lake	Broward	2014-2018	St Petersburg	Pinellas	2014-2019
Destin	Okaloosa	2013-2018	Lee Co School District	Lee	2013-2018	Stuart	Martin	2012-2017
Dixie County	Dixie	2015-2018	Leon County	Leon	2012-2017	Sumter County	Sumter	2015-2019
Flagler Beach	Flagler	2015-2020	Lynn Haven	Bay	2013-2019	Sunrise	Broward	2014-2018
Flagler County	Flagler	2015-2020	Miami Springs	Miami-Dade	2011-2016	Tarpon Springs	Pinellas	2011-2016
Fort Myers Beach	Lee	2012-2018	North Port	Sarasota	2014-2020	Wakulla County	Wakulla	2013-2018
Fort Myers	Lee	2015-2018	Ocala	Marion	2013-2018	Walton County	Walton	2013-2017
Fort Walton Beach	Okaloosa	2011-2017	Okeechobee County	Okeechobee	2015-2020	Washington County	Washington	2013-2018
Franklin County	Franklin	2015-2018	Orlando	Orange	2011-2016	Wilton Manors	Broward	2014-2018
Glades County	Glades	2015-2020	Palm Coast	Flagler	2015-2020			
LOUISIANA								
Audubon Nature Institute	Orleans Parish	2014-2018	Lake Charles	Calcasieu	2013-2018	St. John the Baptist Parish	St. John the Baptist	2013-2021
Calcasieu Parish	Calcasieu	2013-2017	Plaquemines Parish	Plaquemines	2016-2018	Sulphur	Calcasieu	2012-2018
MISSISSIPPI								
Biloxi	Harrison	2014-2019	Harrison County	Harrison	2015-2020	Jackson County	Jackson	2013-2018
TEXAS								
Alvin	Brazoria	2011-2021	El Campo	Wharton	2014-2024	Newton County	Newton	2010-2016
Angleton	Brazoria	2016-2019	Friendswood	Galveston	2009-2019	Nueces County	Nueces	2011-2016
Aransas County	Aransas	2014-2019	Galveston County	Galveston	2007-2017	Port Arthur	Jefferson	2015-2018
Bayou Vista	Galveston	2011-2018	Gulf Coast Water Authority		2013-2017	Rowlett	Dallas & Rockwell	2016-2021
Bell County	Bell	2012-2017	Houston Galveston Area Council	Harris & Galveston	2013-2018	San Patricio County	San Patricio	2006-2016
Brazoria County	Brazoria	2011-2016	Huntsville	Walker	2012-2016	Santa Fe	Galveston	2015-2018
Chambers County	Chambers	2011-2016	Jasper County	Jasper	2011-2016	Seabrook	Harris	2015-2020
Clear Lake Shores	Galveston	2010-2016	Jones Creek	Brazoria	2012-2022	Tarrant County	Tarrant	2014-2017
Clute	Brazoria	2011-2017	Liberty County	Liberty	2013-2018	Waller County	Waller	2016
Corpus Christi	Nueces	2013-2018	Manvel	Brazoria	2015-2016	Webster	Harris	2015-2025
Deer Park	Harris	2010-2016	Montgomery County	Montgomery	2013-2019			
Dickinson	Galveston	2013-2017	Nassau Bay	Harris	2010-2020			

List of Past Clients / Projects

CONTRACT & TIMELINE	PROJECT OWNER	PROJECT CY	CONTRACTING POINT OF CONTACT
Ice Storm Pax 2/16/2014-5/12/2014	Berkeley County Water & Sanitation, SC	179,382	Mark Schlievert , SW Dir, 212 Oakley Plantation Dr, Moncks Corner, SC 29461, 843-719-2380, mschlievert@bcwsa.com
Hurricane Sandy 2/20/2013-12/15/2013 7/19/2014-9/5/2014	New Jersey Dept. of Environmental Protection	724,800	Suzanne U. Dietrick , NJ DEP Site Remediation Program, Office of Dredging & Sediment, PO Box 420 Mail Code 401-06C, 401 East State St, Trenton, NJ 08625, p-609-292-8838 c-609-439-6673, Suzanne.Dietrick@dep.nj.us
Hurricane Ike 12/18/2008-2/15/2010	Texas GLO – General Land Office	7,824,258	Ben Au , Architect Dir, Const Svcs, 1700 N Congress Ave, Austin, TX 78701, 512-463-6293, benjamin.au@glo.state.tx.us Tony Williams , Environmental Review Specialist, 512-463-5055, tony.williams@glo.state.tx.us
Hurricane Ike 9/18/2008-9/12/2009	Galveston County, TX	3,871,319	Connie Nicholson , Community Svcs Dir, 722 Moody, Galveston, TX 77539, 409-770-5543, connie.nicholson@co.galveston.tx.us Pat Doyle (now Ryan Dennard), Co Commissioner Precinct 1, 722 Moody, 1st Floor, Galveston, TX 77550, 409-770-5474, Ryan.Dennard@co.galveston.tx.us
Hurricane Ike 9/18/2008-12/7/2008	Montgomery County, TX	1,087,991	Nicky Kelly , Deputy EMC, 9472 Airport Rd, Conroe, TX 77303, 936- 523-3901, Nicky.Kelly@mctx.org
Hurricane Rita 9/30/2005-8/28/2006	Calcasieu Parish, LA	9,463,080	Bill Smith , USACE Tulsa, OK Charlie Crumpler , USACE Retired, 918-669-7487, 901-508-9075
Hurricanes Katrina, Rita & Wilma 9/20/2005-3/8/2006	Ft Lauderdale, FL	1,200,295	Albert Carbon (now Hardeep Anand, P.E.), PW Dir, 220 SW 14th Ave #4a, Ft Lauderdale, FL 33312, 954-828-5341, hanand@fortlauderdale.gov
Hurricane Katrina 9/1/2005-7/31/2010	Pascagoula, MS	1,204,673	Kay Kell (now Joseph Huffman), City Mgr, 603 Watts Ave, Pascagoula, MS 39567, 228-938-6614, jhuffman@cityofpascagoula.com Brian Nelson , PW Dir, 4011 14th St, Pascagoula, MS 39567, 228-938-6623, banelson@cityofpascagoula.com
Hurricane Rita 9/30/2005-5/24/2006	Jefferson County, TX	1,078,770	Mr. John Cascio (now Greg Fountain), EM Coordinator, 1149 Pearl Street, Beaumont, TX 77701, 409-835-8757, gfountain@co.jefferson.tx.us
Hurricane Katrina 9/1/2005-5/23/2007	Biloxi, MS	1,092,184	J. Holloway , Mayor, 140 Lamuese Street 2nd Floor, Biloxi, MS 39630, 228-435-6254, mayor@biloxi.ms.us Jonathan Kiser , PE, Neel Schaffer, 772 Howard Ave., Biloxi, MS 39530, 228-374-1211, Jonathan.kiser@neel-schaffer.com
Hurricane Katrina & Wilma 8/29/2005-1/20/2006	Pembroke Pines, FL	876,699	Shawn Denton , Director of Public Services, 13975 Pembroke Road, Pembroke Pines, FL 33027, 954-437-1115, sdenton@ppines.com Paul Edelstein , Deputy Director Public Services, 13975 Pembroke Rd, Pembroke Pines, FL 33027, 954-437-1115, pedelstein@ppines.com
Hurricane Ivan 9/24/2004-4/15/2005	Baldwin County, AL	1,967,622	Kimberly Creech , Director, Finance & Accounting, 312 Courthouse Sq, Suite 11, Bay Minette, AL 36507, 251-937-0303, kcreech@co.baldwin.al.us 36567, cmarkert@baldwincountyal.gov
Hurricane Ivan 9/23/2004-10/14/2005	Escambia County, FL	4,240,192	Paul R. Nobles , Purchasing Coordinator, 213 Palafox Place, 2nd Floor, Pensacola, FL 32502, 850-595-4918, paul_nobles@co.escambia.fl.us Nathan Counsell , Beck, 1000 Legion Pl., Ste 1100, Orlando FL 32801, 407-619-2781, ncounsell@rwbeck.com
Hurricanes Charley & Frances 8/16/2004-3/18/2005	Orange County, FL	2,151,802	Ralphetta Aker , Fiscal & Admin. Manager, 4200 John Young Pkwy, Orlando, FL 32839, 407-836-8011, ralphetta.aker@ocfl.net Bill Baxter (now Mark Massaro), PW Director, 4200 John Young Pkwy, Orlando, FL 32839, 407-836-7970, mark.massaro@ocfl.net
Hurricane Charley 8/21/2004-12/4/2004	Polk County, FL	2,087,584	Pete McNally , EM Director, 1295 Brice Blvd, Bartow, FL 33830, 863-534-5605, PeteMcNally@polkfl.com Nelson Stiles , Capital Projects Manager, 1011 Jim Keene Blvd, Winter Haven, FL 33880, 863-298-4238, nelsonstiles@polk-county.net
Hurricane Charley, Frances & Jeanne 8/17/2004-11/24/2004	Orlando, FL	919,512	Mike Carroll , Chief of Solid Waste, 1028 S Woods Ave, Orlando, FL 32805, 407-246-2314, mike.carroll@cityoforlando.net Jonathan Guillian , Operations Mgr, 1028 S Woods Ave, Orlando, FL 32805, 407-246-2314, jonathan.guillian@cityoforlando.net
Hurricane Charley 8/19/2004-12/31/2004	Lee County, FL	902,555	Lindsey Sampson , Solid Waste Director, 10550 Buckingham Rd, Ft. Myers, FL 33905, 239-533-8000, LSampson@leegov.com
Hurricane Isabel 9/20/2003-4/3/2004	Southeastern Public Service Authority of Virginia (SPSA)	3,200,415	Steve Coomer , Purchasing Administrator, 723 Woodlake Dr, Chesapeake, VA 23320, 757-420-4700, scoomer@spsa.com
Hurricane Isabel 9/21/2003-3/10/2004	Virginia Peninsulas Public Service Authority (VPPSA)	1,828,496	Stephen B. Geissler , Executive Director VPPSA, 475 McLaws Circle, Ste 3B, Williamsburg, VA 23185, 757-259-9850, sbgeissler@vppsa.org

Training and Educational Services

Pre-planning and working as a team are paramount in any operation. CrowderGulf offers preparedness training and technical advice throughout the contract term at no cost. This allows us to develop good working relationships with our clients, and helps all involved be better prepared when a disaster does occur. These relationships are one of the most important factors that ensure a timely and well-managed debris cleanup project after a disaster.

CrowderGulf is dedicated to a year-round cycle of preparation, practice, review and analysis to refine our procedures and processes. Upon request, CrowderGulf conducts training seminars on at least a yearly basis. These seminars are attended by members of various departments of the local governments. The client's needs and concerns are addressed in the training session. The responsibilities of all the stakeholders are reviewed and procedures for debris operations, data tracking, accounting, and Public Assistance funding are discussed, as well as any additional issues that arise during the meeting.

Training For City of La Marque Personnel:

CrowderGulf will provide a minimum of one day of Debris Management training per year for the City of La Marque personnel. Additional training and meetings will be available upon request from the City of La Marque at no charge. Preparedness training is tailored to meet our clients' needs and requests. Usually, training will consist of all or some of the following topics:

- Overview of FEMA Process & Regulations for Disaster Debris Removal & Disposal
- Disaster Declaration Process
- FEMA Debris Removal Eligibility
- FEMA Categories of Work
 - Scope of Work & Timeframe Specific to Client
 - Debris Contractor's Roles & Responsibilities for Debris Management
 - ✓ Pre-event Actions
 - ✓ Project Management Team
 - ✓ Initial Response
 - ✓ Recovery Operations -Debris Removal, Reduction, Disposal Activities
 - ✓ Specialty Debris Operations
 - ✓ Safety & Quality Control
 - ✓ Documentation, Reconciling & Invoicing
- Client's Roles & Responsibilities
- Communication & Cooperation



Personnel Certifications

CrowderGulf's management team includes previous FEMA Directors, Emergency Managers and FEMA trained Debris Specialists. Numerous certifications are held by all of our key management staff as well as our field operations staff. This wealth of knowledge is used to assist our clients in complying with FEMA guidelines and completing any and all paperwork that they may be called upon to provide FEMA, FHWA or the Office of Inspector General. Our staff is well versed in the Code of Federal Regulations (44 CFR), FEMA's Debris Management Guide (FEMA 325), and Public Assistance Debris Monitoring Guide (FEMA 327). Today, the staff holds numerous FEMA course certifications and a number of OSHA Health & Safety and Hazardous Materials certifications. CrowderGulf employees are required to attend State and National conferences and training classes for continuing education credits and certification maintenance on a yearly basis.

End User: [CrowderGulf 2016 Pricing for the City of La Marque, TX]

SCHEDULE 1 - UNIT RATE PRICE SCHEDULE			
	To be Completed By Vendor ▼	To be Completed By End User ▼	
2 ROW Vegetative Debris Removal (Collect & Haul) Work consists of all labor, equipment, fuel, and associated costs necessary for the collection and transportation of eligible vegetative debris on the ROW to an approved DMS or other designated disposal facility.	\$ Per Cubic Yard	Estimated CY	Total
	\$ 7.00	142,500	\$997,500.00
3 ROW C&D Debris Removal (Collect & Haul) Work consists of all labor, equipment, fuel, and associated costs necessary for the collection and transportation of eligible C&D debris on the ROW to an approved disposal facility.	\$ Per Cubic Yard	Estimated CY	Total
	\$ 7.00	47,500	\$332,500.00
4 Demolition, Removal, Transport, and Demolition of Eligible Non-RACM Structures Work consists of all labor, equipment, fuel, and associated costs necessary to demolish, remove, transport, and dispose of eligible non-RACM structures on private property.	\$ Per Cubic Yard	Estimated CY	Total
	\$ 15.00	100	\$1,500.00
5 Demolition, Removal, Transport, and Demolition of Eligible RACM Structures Work consists of all labor, equipment, fuel, and associated costs necessary to demolish, remove, transport, and dispose of eligible RACM structures on private property.	\$ Per Cubic Yard	Estimated CY	Total
	\$ 18.00	100	\$1,800.00
6 DMS Management and Operations Work consists of all labor, equipment, fuel, and associated costs necessary for the management and operation of DMS for acceptance, management, segregation, and staging of disaster related debris.	\$ Per Cubic Yard	Estimated CY	Total
	\$ 0.90	190,000	\$171,000.00
7 Reduction of Debris Through Grinding Work consists of all labor, equipment, fuel, and miscellaneous costs necessary to reduce disaster generated debris through grinding.	\$ Per Cubic Yard	Estimated CY	Total
	\$ 2.50	142,500	\$356,250.00
8 Reduction of Debris Through Air Curtain Incineration Work consists of all labor, equipment, fuel, and miscellaneous costs necessary to reduce disaster generated debris through air curtain incineration.	\$ Per Cubic Yard	Estimated CY	Total
	\$ 1.50	47,500	\$71,250.00
9 Haul-out of Reduced Debris to Final Disposal Site Work consists of all labor, equipment, fuel, and associated costs necessary for loading and transporting reduced debris at an approved DMS to a final disposal facility.	\$ Per Cubic Yard	Estimated CY	Total
	\$ 3.80	37,050	\$140,790.00

Notes:

End User: [CrowderGulf 2016 Pricing for the City of La Marque, TX]

SCHEDULE 1 - UNIT RATE PRICE SCHEDULE (Continued)			
	To be Completed By Vendor ▼	To be Completed By End User ▼	
10 Removal of Eligible Hazardous Leaning Trees and Hanging Limbs	\$ Per Tree	Estimated Trees	Total
Work consists of all labor, equipment, fuel, and associated costs necessary for the removal of eligible hazardous leaning or hanging limbs and placement of them on the ROW for haul-off.			
6 inch to 12 inch diameter	\$35.00	9	\$315.00
13 inch to 24 inch diameter	\$140.00	17	\$2,380.00
25 inch to 36 inch diameter	\$200.00	8	\$1,600.00
37 inch to 48 inch diameter	\$300.00	1	\$300.00
49 inch and larger diameter	\$400.00	0	\$0.00
Hanger Removal (2" or greater at the break and price per Tree)	\$60.00	1,414	\$84,840.00
11 Removal of Eligible Hazardous Stumps	\$ Per Stump	Estimated Stumps	Total
Work consists of all labor, equipment, fuel, and associated costs necessary for the removal of eligible hazardous stumps and transportation to an approved DMS or other designated disposal facility.			
24.1 inch to 36 inch diameter	\$200.00	4	\$800.00
37 inch to 48 inch diameter	\$300.00	0	\$0.00
49 inch and larger diameter	\$350.00	0	\$0.00
12 Removal of Eligible White Goods	\$ Per Unit	Estimated Units	Total
Work consists of all labor, equipment, fuel, and associated costs necessary for the collection of eligible white goods, removal of refrigerants, transportation to an approved DMS, decontamination, and transportation to an approved final disposal facility.			
	\$60.00	100	\$6,000.00
13 Removal of Eligible Used Electronics	\$ Per Unit	Estimated Units	Total
Work consists of all labor, equipment, fuel, and associated costs necessary for the collection of eligible used electronics and transportation to an approved final disposal facility.			
	\$30.00	50	\$1,500.00
14 Removal of HHW	\$ Per Pound	Estimated Units	Total
Work consists of all labor, equipment, fuel, and associated costs necessary for the removal of eligible HHW and transportation to an approved final disposal facility.			
	\$3.00	100	\$300.00
15 Abandoned Eligible Vessel and Vehicle Removal	\$ Per Unit	Estimated Units	Total
Work consists of all labor, equipment, fuel, and associated costs necessary for the removal of eligible abandoned vessels and vehicles and transportation to an approved staging area.			
	\$300.00	50	\$15,000.00
16 Eligible Animal Carcass Removal and Disposal	\$ Per Unit	Estimated Units	Total
Work consists of all labor, equipment, fuel, and associated costs necessary for the removal of eligible animal carcasses and transportation to an approved final disposal facility.			
	\$20.00	100	\$2,000.00
Total Estimated Contract Price			\$ 2,187,625.00
(Total Price in words: Two Million, One Hundred Eighty Seven, Six Hundred Twenty Five Dollars and No Cents \$ 2,187,625.00)			

Notes:

Pricing for Item #16 - Animal Carcass is per unit / each. See Emergency Power Generator Pricing attached.

CrowderGulf - ANCILLARY PRICING for 2016

3 days constitutes a week for Equipment; 7 days constitutes a week for Personnel.

Equipment - Customer is responsible for any/all fuel, personnel and transportation costs associated with project.

Schedule A - GENERATORS

Description	Weekly Rates
20KW Generator	\$1,301.57
25KW Generator	\$1,301.57
30KW Generator	\$1,398.42
35KW Generator	\$1,543.51
36KW Generator	\$1,543.51
40KW Generator	\$1,837.51
45KW Generator	\$1,837.51
48KW Generator	\$1,837.51
50KW Generator	\$1,837.51
56KW Generator	\$1,837.51
60KW Generator	\$1,898.76
70KW Generator	\$2,296.90
75KW Generator	\$2,296.90
80KW Generator	\$2,515.11
90KW Generator	\$2,530.58
100KW Generator	\$2,593.77
125KW Generator	\$3,215.66
150KW Generator	\$3,215.66
174KW Generator	\$3,350.71
175KW Generator	\$3,350.71
176KW Generator	\$3,350.71
180KW Generator	\$3,521.15
200KW Generator	\$3,498.93
225KW Generator	\$4,134.42
240KW Generator	\$4,134.41
250KW Generator	\$4,134.41
300KW Generator	\$4,269.17
320KW Generator	\$4,269.16
350KW Generator	\$4,870.35
400KW Generator	\$5,990.81
450KW Generator	\$5,990.81
480KW Generator	\$6,559.92
500KW Generator	\$6,559.92
550KW Generator	\$7,031.56
575KW Generator	\$7,320.66
600KW Generator	\$8,415.65
640KW Generator	\$8,415.65
675KW Generator	\$8,598.85

Schedule A - GENERATORS <i>continued</i>	
Description	Weekly Rates
728KW Generator	\$8,598.85
750KW Generator	\$8,598.85
800KW Generator	\$9,415.73
850KW Generator	\$10,783.17
1000KW Generator	\$10,783.17
1200KW Generator	\$15,097.27
1250KW Generator	\$15,097.27
1400KW Generator	\$16,531.50
1500KW Generator	\$17,192.78
1600KW Generator	\$17,578.89
1750KW Generator	\$18,826.09
2000KW Generator	\$20,102.41
45 kVA Transformer	\$367.50
75 kVA Transformer	\$490.00
100 kVA Transformer	\$738.07
150 kVA Transformer	\$738.07
225 kVA Transformer	\$983.07
300 kVA Transformer	\$1,800.77
400 kVA Transformer	\$2,393.36
500 kVA Transformer	\$2,393.36
750 kVA Transformer	\$2,774.65
1000 kVA Transformer	\$3,253.93
1500 kVA Transformer	\$4,301.32
2000 kVA Transformer	\$5,071.55
600 Amp Line Panel	\$857.51
800 Amp Line Panel	\$1,127.01
1200 Amp Line Panel	\$1,690.52
4000 Watt Generated Light Plant	\$581.87
Power Distribution Box (Spider Boxes)	\$559.36
Spider Boxes (400)	\$869.76
Spider Boxes (800)	\$1,125.48
Power Distribution Box (Spider Box) with 50ft Cable	\$726.06
Pigtails - 4/0 Male & Female Camlock Connectors	\$67.12
Power Cord, 50' (Extension Cord)	\$33.56
Generator Cable price per foot	\$2.80

Corporate Summary

TFR Enterprises, Inc. is a dedicated disaster and debris management corporation whose headquarters are located in Leander, Texas. TFR also owns and operates a tub-grinding division, located in Alpharetta, Georgia, responsible for vegetative debris reduction and recycling projects.

Capacity. Ten years ago, for Hurricane Rita/Katrina, TFR executed Debris management for 6,000,000 cubic yards, over a widespread area, using 14 DMS locations, in 180 days. Then again, seven years ago during Hurricanes Dolly and Ike, TFR executed Debris management for 1,800,000 cubic yards, over a widespread area from Brownsville Texas to Polk County, Texas, using 10 DMS locations, in 160 days.

Depth. Disaster response remains our primary business, but the principals of TFR have over 26 years of experience in related contracting including land-clearing, stream and river clearing and diversion, tree removal, trimming and pruning on parks, golf courses and rights-of-way, tree repair and maintenance, debris recycling, tub grinding, hauling and demolition. TFR Enterprises, Inc is **proud to have recently been awarded two divisions on the ACI-USACE debris removal contract.**

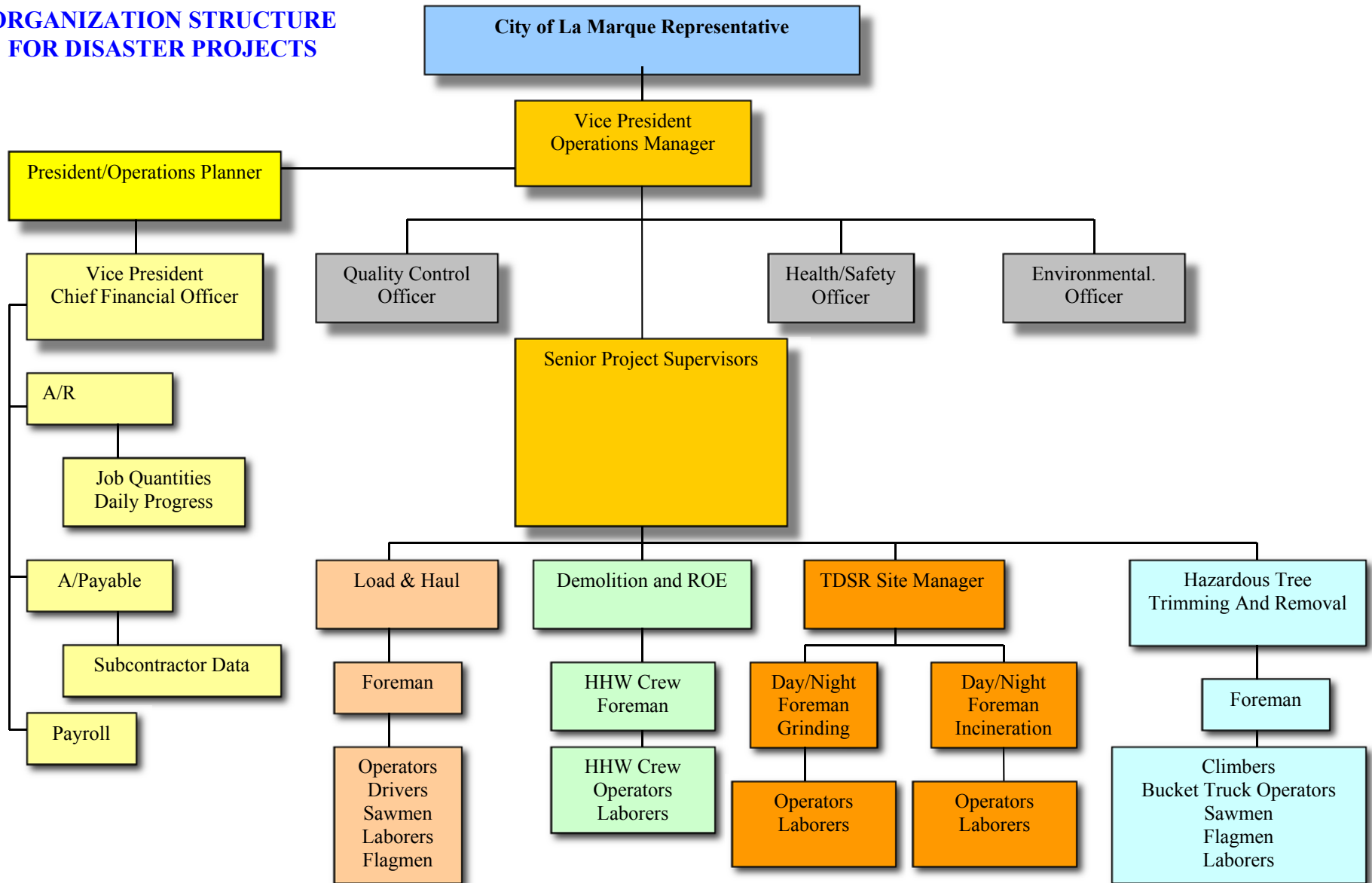
History. TFR Enterprises, Inc., incorporated in 1989 in Tennessee, has been performing disaster recovery contracts nationwide since Hurricane Fran in 1996. Tipton F. Rowland, the sole stockholder of TFR Enterprises, Inc., owned and operated Robinson Tree Services, a 55 year-old company founded by his grandfather in Memphis. In 1996, TFR added a disaster response/debris management division. TFR re-located to Leander, Texas in September 2000 and sold the Robinson Tree Services division. TFR has provided debris removal and cleanup services to over 100 Federal, State and Local governments, as well as several private companies funded by FEMA.

In-House Capacity. TFR owns over 150 pieces of equipment, including a fleet of self-loading debris hauling trucks, rubber-tired/tracked loaders, heavy-haulers, excavators, dozers, field offices, and eight (8) Diamond-Z Model 1463 Tub Grinders for vegetative debris reduction (grinding). It should be pointed out that not only is this equipment uncommitted on current long-term contracts, but all of it is equipment that is primarily designed for use in debris removal operations. This resource of company-owned and controlled assets allows TFR to provide an expedient response.

Past Performance and Experience. Our Contract experience involves all phases of recovery after disasters generated by hurricanes, wind or ice storms, tornados, floods, drought, wildfires or radical disease infestation.

TFR also provides complete debris removal contracts for our competitors that do not have the equipment, management, or experienced personnel to carry out their debris removal commitments. In the 2005 Hurricane Season, which saw major damages from Hurricanes Dennis, Katrina, Rita and Wilma, TFR performed work simultaneously in Texas, Louisiana, Mississippi, Alabama and Florida. In addition to our own prime contracts, TFR supplied the equipment and personnel, and also the Management, Supervision, Negotiation, Quality Control, Financing and Compliance Procedures for two prime contractors who had previous agreements to perform the work. All in all, as a result of the four storms that struck that year, the total amount of debris handled by TFR exceeded **6,000,000 cubic yards within 180 days.**

ORGANIZATION STRUCTURE FOR DISASTER PROJECTS



Proposal

TFR's approach to debris management is focused on two key components, ensuring 100% reimbursement for the City of La Marque, while minimizing the costs incurred by the City. TFR will adhere to all specifications set forth in the FEMA Debris Management Guide. In order to ensure full reimbursement of eligible funds, all phases of the project process must be undertaken with strict FEMA policy adherence in mind. This begins in the back office, before any work is performed. TFR provides its client with the FEMA approved, industry standard paperwork and reporting forms. These include five part carbon copy tickets, truck certification forms, truck placards, daily tower logs, and daily reports. We also maintain relationships with companies that own proprietary, industry leading, Automated Debris Management systems. These systems allow for real-time project knowledge and greatly reduce the reconciliation process. Our understanding and adherence to FEMA and FHWA policy is evidenced by the fact that **ALL TFR CLIENTS HAVE RECEIVED 100% OF THEIR ELIGIBLE REIMBURSEMENT. TFR HAS NEVER HAD A SINGLE DOLLAR DEOBLIGATED BY FEMA or the FHWA**

This same client based focus is also evidenced by our operational policies. All crews are trained and updated on the current FEMA 325 Debris guide and our supervisors ensure their complete adherence to the guidelines. By owning a fleet of debris removal equipment that is one of the industry's largest, TFR is less dependent on the use of subcontractors than most industry prime contractors. TFR owns over 150 pieces of equipment, including a fleet of over 20 self-loading debris-hauling trucks, rubber-tired/tracked loaders, heavy-haulers, excavators, dozers, field offices, and eight (8) Diamond-Z Model 1463 Tub Grinders for vegetative debris reduction (grinding). It should be pointed out that not only is this equipment uncommitted on current long-term contracts, but all of it is equipment that is primarily designed for use in debris removal operations. This resource of company-owned and controlled assets allows TFR to provide an expedited response.

Scope of Work

TFR is committed to fully meeting and exceeding the needs and expectations of the City in the event of a disaster. In accordance to the scenarios set forth in the RFP to which the response is being written, TFR's approach and methods to the given event types are as follows:

Event Type 1: Spot Jobs – Localized

TFR's primary focus is meeting the City's needs, while keeping costs at the absolute minimum. TFR's location, less than 3 hours away, will help keep these costs down, as we can reduce the overhead of lodging, etc. The entire scope of this project may be performed on an hourly basis. A DMS will not be needed for an event of this nature. With an industry leading, company owned fleet of equipment, TFR will be ready to respond rapidly. Our corporate headquarters in Leander, allows TFR to mobilize equipment and to have Management onsite within hours of notification.

Event Type 2: Small Event –Widespread or Citywide

For discussion purposes, TFR would estimate a project like this to be less than 25,000 cubic yards and could be addressed with 5 to 10 company owned hauling trucks. Debris segregation will be required, so Public Service Announcements will be a useful step in enlisting the aid of the homeowners. Upon receipt of the Notice to Proceed, TFR will work with City Representatives to issue PSA's that meet or exceed the standards set forth in this RFP. Once the mandated time period to allow the residents to place the debris in segregated piles on the ROW has occurred, TFR will load and haul the material to the previously approved County/City landfill.

Event Type 3: Significant Event-Removal, Reduction, Hauling Woody Debris Only, Widespread or Citywide

For purposes of this response, let's estimate this event to be between 25,000 and 100,000 cubic yards of vegetative debris and that an "Emergency Push" is not necessary or is very limited in scope. Depending on the initial and ongoing estimates, between 15 and 35 hauling units would be needed on a project of this size. TFR will implement a very aggressive mobilization and hauling schedule so as to maximize the City's FEMA reimbursement. Within hours of being issued a NTP, haul trucks, bucket trucks, and DMS Equipment will begin arriving in the City. The haul trucks will go to designated staging areas, where their hauling capacity will be measured and documented on certified forms. If a monitoring firm is not hired, TFR can provide this documentation at no charge to the City. Bucket trucks are certified first so that they may immediately begin trimming and felling hazardous limbs and trees. While the haul and bucket trucks are being measured, debris sites are being constructed. This process consists of towers being built, the site being leveled, rock being hauled in if needed, the grinder(s) being staged, and the ingress/egress being made suitable for such large equipment. Phase 1 environmental tests will be done prior to bringing any equipment onsite and again after the site remediation has occurred so that TFR and the City of La Marque can be assured that no contamination of the site has taken place.

Once certified, the bucket trucks and haul trucks will be scheduled so that the haul trucks are hauling on roads that have already been trimmed by the bucket trucks. Not only is this more efficient, material on the ROW is a safety hazard that is easily avoided through proper scheduling. Safety is of UTMOST concern at TFR and all standard safety policies and procedures, including signage, flagging, etc. will be implemented and strictly followed.

Once the vegetative material reaches the DMS site, it will be stockpiled and reduced. TFR owns eight grinders and will process the material at the DMS site. If the site is closer to occupied structures, our quieter, but slower horizontal grinders will be utilized so as to limit the noise pollution. If it is a rural area, the large, high-speed tub grinders will be used.

Event Type 4: Significant Event – Removal, Reduction, Hauling, and Separating Mixed Debris Widespread or Citywide

This event type is identical to Event Type 3, except debris segregation on the ROW and at the DMS will be mandatory. In order to achieve the ROW debris segregation Public Service Announcements will be necessary. Upon receipt of the Notice to Proceed, TFR will work with City Representatives to issue PSA's that meet or exceed the standards set forth in this RFP. Once the predetermined time period to allow the residents to place the debris in segregated piles on the ROW has occurred and the bucket trucks have had an opportunity to begin work, TFR will load and haul the material to the County/City landfill.

At the DMS, each debris stream will have its separate zone and will be reduced accordingly. Vegetative matter will be reduced as described above. C&D will be crushed using heavy equipment and hauled out to its final disposal as directed by the City. Lined berms will be constructed for the storage and remediation of white goods. Hazardous Household Waste and Municipal Solid Waste will not come to the DMS. These materials will be loaded into lined and tarped hauling units and taken directly to their final disposal site.

Event Type 5: Catastrophic Event – Removal, Reduction, Hauling, and Separating Mixed Debris Widespread or Citywide

The same operational process utilized for Event Type 4 will be utilized, but in an expanded manner. This event type can generate a cubic yard total in excess of 500,000 cubic yards of debris. TFR, as proven by managing over 20 debris management sites simultaneously in 2008, is up to the task. We will work with City officials to determine the proper number of haul units to have on the road. In jobs of this capacity, the contractor must take care not to “flood” the City with hauling units. This leads to traffic safety hazards, a slowdown in traffic flow, and increased lines at the DMS and landfills; however, TFR would easily estimate a need for over 100 trucks in this type of event. That said, our primary concern is the City’s maximized reimbursement and will bring on as many units as necessary to ensure that this occurs.

Event Type 6: Catastrophic Event – Site Management – Citywide

In this event, our equipment staged in Leander, Alpharetta, and Mobile offices will be in route. With eight grinders and 25 pieces of heavy equipment, TFR can single handedly manage and operate enough debris management sites to assist the City in its recovery from the most devastating events necessary. Our ability to mobilize owned, along with equipment from a list of over 300 subcontractors will allow TFR to mobilize and expeditiously complete a project of any size and scope for the City of La Marque.

Event Type 7: Catastrophic Event – Program Management Assistance – Citywide

Preparation is the be-all of good emergency management. As such, TFR offers annual on-site training and tabletop exercises for all clients wishing to participate. Usually lasting 4 to 5 hours, TFR conducts the training service in the months preceding Hurricane Season on simulated events developed by TFR. In the past, we have offered this value-added service to clients to familiarize ourselves with key emergency management officials and local agencies designated to the project. TFR believes understanding the needs of the local officials allows us to tailor-make a debris management plan that best suits the community. TFR will meet all program standards as provided for in the debris management plan.

With TFR’s expertise and guidance, together, the client and TFR will develop a complete, full service debris management plan that anticipates encumbrances, highlights transparency, emphasizes expediency, and forces accuracy. The preparation and experience gained during our training exercises will position local officials to respond quicker and realize full FEMA reimbursement. Additionally, by identifying key elements, such as debris management sites and staging locations, TFR can better rapidly mobilize to ensure an efficient response immediately following the storm.

Approach and Method

48-72 hours prior to anticipated landfall:

Both the President and Chief Operating Officer of TFR Enterprises, Inc. has been monitoring and tracking “Mock” Hurricane through local communication and weather channels.

The Chief Operating Officer will contact the known designated Officials and provide them with the primary and secondary, 24-hour emergency contact personnel and points of contact (e-mail and cell phone).

The Contract Administrator in the home office will produce a list of known, experienced subcontractors from the database and sort the list into the following groups (a list can be provided upon request) *Note: The subcontractors listed as pre-qualified are companies familiar with the TFR procedures and expectations. In past projects, these subcontractors have been successful in operating along side TFR and

thoroughly vetted. Upon request, TFR shall furnish Officials with a list of all 300+ pre-qualified subcontractors.

Project Managers will each be given a group of these subcontractors to contact. Each Project Manager will begin calling the subcontractors and make the following determinations for each and in aggregate:

- Availability to commit to TFR and the project if the event occurs and TFR is tasked.
- Current equipment and personnel on hand and available to commit if tasked.
- Best-estimated anticipated response time if tasked.
- Plans for housing, feeding personnel and their fuel supply resources.

During this same time period, the Equipment Manager in the home office will begin calling Equipment Rental Dealers in Texas, Louisiana, Oklahoma and Mississippi to identify available equipment on hand, such as Rubber Tired Front End Loaders, Skid Steer Loaders, Grapple attachments, Knuckleboom Loaders, Bucket Trucks, Vacuum Trucks, Water Trucks, Bulldozers, Portable Generators and Portable Toilets, to augment, if necessary, TFR owned equipment.

The Equipment Manager will prepare preliminary tracking routes for Company-owned equipment and determine what states and what permits may be required if tasked.

An evaluation of the information gathered from the Subcontractors who have been contacted and an estimated crew/response capability will be made in the following priority:

1. Subcontractors on call with Emergency Road Clearing Equipment.
2. Subcontractors on call with Loading and Hauling Equipment.
3. Subcontractors on call with Site Management Equipment.

This information will be added to the estimated crew/response capability of TFR's own Company-owned equipment and personnel and a preliminary mobilization schedule will be prepared.

24-48 hours prior to anticipated landfall:

"Mock" Hurricane track is updated and probabilities are pointing to Texas.

The Equipment Manager will begin acquiring trip permits for dispatching the initial transport of heavy equipment (debris clearing and site preparation equipment) to the designated staging area.

Loading and Hauling equipment and personnel will be dispatched to the designated staging area as well as mobile campers and temporary housing units.

The experienced subcontractors previously notified will be contacted by the Project Managers and placed on stand-by, if necessary. Their mobilization capability and preparedness will be noted and updated in the preliminary crew assessment.

0-24 hours prior to anticipated landfall:

Upon notification of Officials, or at the discretion of the Chief Operating Officer/Operations Manager, the *Pre-Execution Planning Team* (Operations Manager, Operations Planner, Environmental Health and Safety Officer, and the CQC Officer) will deploy to the City of La Marque.

To provide an immediate point of contact, at least one (1) TFR Representative shall “ride out” the storm with Officials. This TFR representative shall be responsible in coordinating the “push” effort as the *Pre-Execution Planning Team* assesses the damage, sections the City, if not completed, and mobilizes resources.

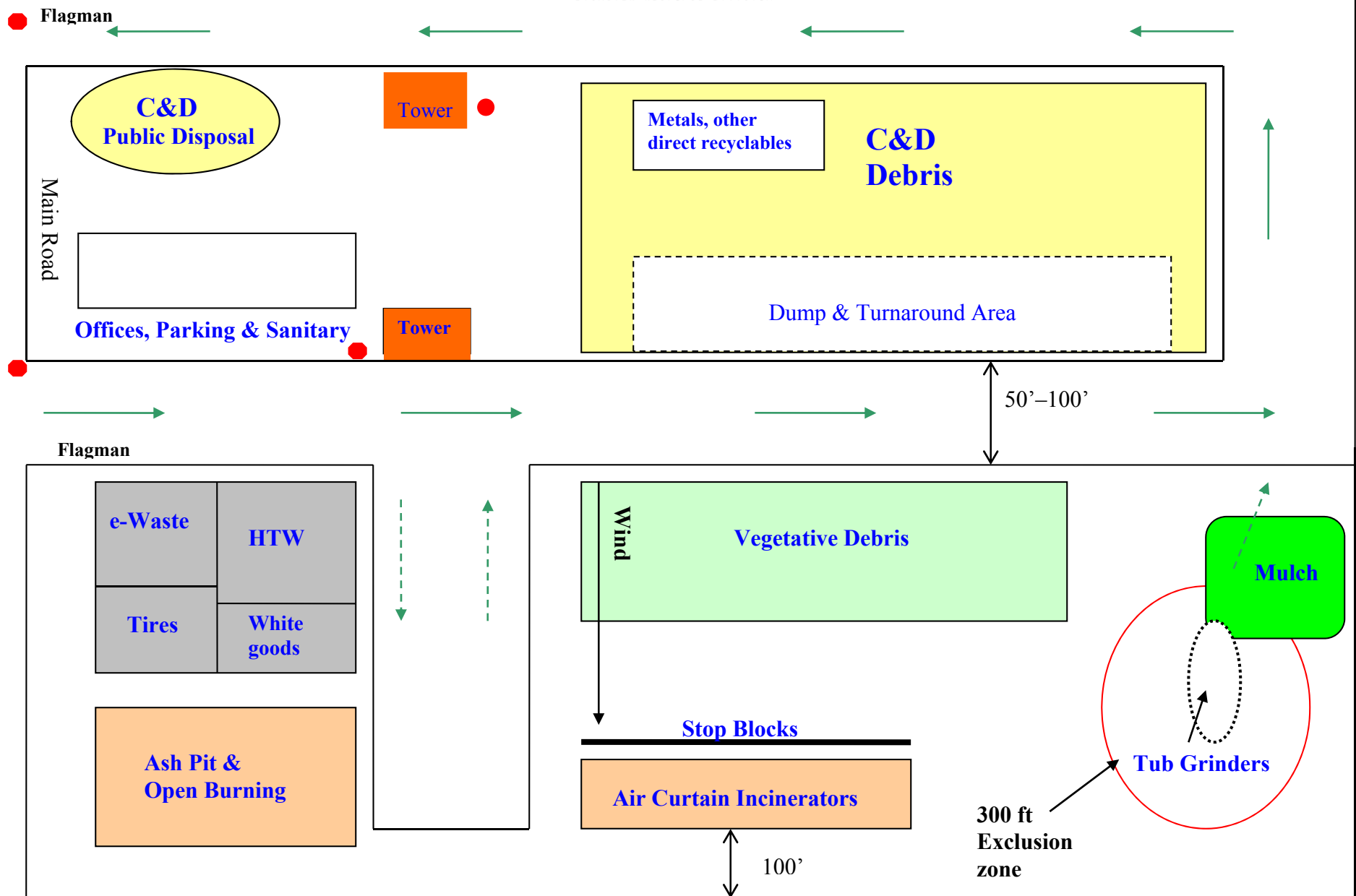
A work force of Management and Loading and Hauling crews (minimum of five) have been notified, prepared and will be in the affected Sector/Subsector and poised to respond within a few hours following the landfall or strike for the immediate emergency needs response.

Preparation of Debris Management Plan (DMS)

Obtaining and Possessing Necessary Licenses and Permits - The Operations Manager or his designee will investigate the state and local statutory requirements needed to perform the work described in the preposition planning in the affected areas and determine what permits are necessary to complete the work. Video and/or digital photographs of the site, before occupation, will be made for the record, in addition to any soil, water or other test documents. After acquiring all necessary permits and licenses, the Operations Manager and the Environmental Manager will then prepare copies of all necessary permits for delivery to Officials.

Submittal of Site Plan and Establish Field Offices and Equipment Staging Area - After the approval/assignment by Representatives of the DMS, a physical review of the site will be made by the OM, the site manager and representatives. Within 12 hours of the location and inspection of the site, a final site plan will be submitted for approval. The Site Plan shall reflect: (1) access to the site (ingress, egress) (2) Site preparation-clearing, erosion control and grading, (3) traffic control procedures, (4) safety, (5) segregation of debris, (6) location of ash disposal area, hazardous material containment area, contractor work area, and inspection tower, (7) location of vegetative debris dump, (8) location of Mixed Debris and C&D dump, (9) Location of Temporary sanitary facilities, (10) location of reduction operations including incineration operations, chipping operations, (11) location of any existing structures or sensitive areas requiring protection from smoke, dust, noise and with awareness to existing traffic conditions (12) location of dump area for debris hauled from the public or haulers other than TFR with traffic patterns reflected for this area. Tasks will then be assigned to construct and establish required elements of the site, such as the inspection tower, hazardous materials containment area, temporary fencing, etc.

However, for the purpose of this RFP and for the general understanding of the layout offered by TFR, included is a general site plan utilized by TFR on previous projects and that directly addresses the uses outlined above.



Hazardous Materials Containment Area – TFR’s employees have been involved in the preparation and construction of several DMS to FEMA/USACE specifications. The Company will have had all necessary tools and supplies shipped from its home office in the first deployment of equipment. Once again, this is done as a safeguard measure in the event that supplies and materials may not be readily available in the area following a disaster event. This Hazardous Materials Containment Area shall be constructed to the specifications set forth in the RFP.

Prior to construction, the site will be graded and a berm constructed to provide a Hazardous Containment Area that will direct site runoff away from the Hazardous Containment Area. The area shall be 30’x30’. The perimeter shall be lined with hay bales and staked in place. The area shall be lined with a heavy gage plastic (or tarp for colder climates where plastic may be too brittle) to provide a waterproof barrier. Six inches (6”) of sand shall be spread within the area to provide an additional defense against hazardous leakage while also protecting the heavy gauge plastic against rips and tears. Additional plastic or tarp sufficient to cover the area will be available to prevent rain or snow from entering the containment. Lastly, site runoff shall be redirected away and from the containment area through utilization of site grading.

Additional Construction Procedures that may be necessary are:

- The establishment of a lined temporary storage area for ash, fuels and other materials that could contaminate soils and groundwater.
- Construction of temporary fencing around debris material storage areas for segregation and protection from traffic.
- Construct non-combustible stop blocks for equipment located at the burn pit.
- Establishment of an equipment staging area where equipment can be isolated and inspected regularly for fuel and oil leaks. Describe provisions for a lined area for fueling and equipment repair to protect soils from spills of petroleum products, hydraulic fluids, etc.
- Provision for plastic liners under stationary equipment such as generators and mobile light plants.
- Construct Roadways Throughout the Site - Traffic will be designed for one way in and one way out to avoid congestion.
- Erect Stop, Slow, and Direction Signs for safety and traffic flow. Signs will also be provided at the main entrance with site name and directions, i.e., Office/Visitor Check-in, visitor parking, truck inspection tower, etc. There will also be signs designating the HTW area, white goods area, first aid area, mixed debris, etc.
- Establish a gated entrance for security to the perimeter of the site and a guard building to record visitors and authorized personnel visiting the site.
- If necessary, establish a “public” or separate dump area for debris hauled by others with separate traffic pattern and a distinguished and separated (by temporary fencing or other means) perimeter to avoid mixing the debris with the debris hauled by the contractor.

Once the Site Plan is approved, the Company will locate its office command center and, if needed, provide a field office command center for the City of La Marque on the Debris Management Site.

Debris Collection Operations From Rows

During the daily collection, movement, and disposition of debris, the TFR Operations Manager remains in constant contact with all Foremen and Supervisors via 2-way radio to ensure that proper accounting and operational management of debris collection complies with TFR operational procedures. Mid-day conferences, either in person or by radio, ensure that right-of-way, public/private, and local issues are quickly addressed, often immediately. TFR's manager and principals are mindful of other disaster operations taking place in the affected areas during the debris removal process and cautious not to interfere with the efforts of others during the performance of the contract.

The CQC Plan and TFR's Quality Control Manager shall address the Recording and Reporting requirements with all levels of supervisors and crew foremen. Different levels shall have different requirements. A sample form will be provided in and approved with the final CQC Plan, including any additional required modifications. This discussion shall include the general procedures set forth below:

- All loading and hauling crews are under the direction of a TFR supervisor.
- Daily reports are maintained by the crew foreman and all equipment down time for repairs are noted on the daily reports.
- Hours of each piece of equipment and each employee are recorded and reconciled with a Representative daily.
- Daily Reports shall have daily and year-to-date totals for each piece of equipment/personnel tasked.
- Daily Reports shall be signed by the Contractor's Representative and by a City Representative.

The TFR's Quality Control Officer shall prepare, sign and submit to Officials a Daily Quality Control Report. This report at a minimum shall include originals and one copy of all levels of QC reports received and in addition shall include a summary of safety issues, infrastructure damage, total numbers of trucks loaded, equipment and plant hours worked and idled or down, testing performed and by whom, loads and quantities hauled to the DMS, quantity of debris reduced, number of subcontractors working, contract non-compliance issues and all corrective actions.

Removal of Debris from Public Right Of Way

Upon receipt of a task order and at the direction of Officials, the Operations Manager will direct the Load and Haul Supervisor to dispatch the previously selected loading and hauling equipment to locations designated by City's Debris Managers.

One foreman will oversee the loading and hauling operations for each crew. The foreman is responsible for conducting toolbox safety meetings, and a general briefing of operations including truck routes, local ordinances and other pertinent information. The foreman is equipped with fire extinguisher, pick-up truck with mobile radio and cellular telephone, first aid safety kit and list of emergency telephone numbers and map to emergency medical facilities. The foreman is responsible for preparing a daily report of activities.

Prior to Truck Certification and Inspection, all Subcontractors will have met with the sector superintendent or field administrator and provided the necessary paperwork including copies of current

certificates of insurance (general, auto, workers comp.) copies of drivers licenses, and the execution of Subcontractor Agreements including:

- Copy of Scope of Work
- Copy of Accident Prevention Plan
- Copy of Safety Sheet
- Copy of Ticket Reporting Procedures
- Location of Emergency Response Facilities and Contact Numbers
- Copy of Equal Opportunity Policy
- Copy of Alcohol and Drug Abuse Policy

A truck Measure/Certification Site will be established at the DMS site, or another appropriately designated location determined by the City, for all trucks to be inspected measured, photographed, and, in case of tonnage contracts, a tare weight. Truck Certification, available upon request, will include the recording (first on a paper Certification Form and by Electronic Form) of the following:

- Date of Measure
- Assigned Truck Number
- Truck Measured Capacity
- Truck Description (including model, type and color)
- License No. And State
- VIN No.
- Truck Owner
- Name of Subcontractor Truck is working for
- Truck Driver
- Truck Driver's License No. And State
- Truck Drivers cell phone or contact number
- Truck Tare Weight
- Notes or exceptions (i.e. descriptions, deductions for dog house, etc.)
- Signature space for;
 - Truck Driver
 - Contractor's Representative
 - City's Representative
- A photograph of the Measured Truck w/driver will either be, taken by Polaroid Camera and attached to the Certification Sheet; or by Digital and Stored.
- Each Truck Dump Bed will be assigned the required TFR issued side signs on each dump body, all to be weather durable, tamperproof and non-removable:
 - Company Name
 - Truck Number
 - Maximum Volume in Cubic Yards
 - Inspector's Name and Date
- These signs will be placed, one each on each side of the dump bed body and be maintained throughout the duration of the project to ensure readability.

Additional Truck dump trailers (pup trailers) will each have a separate truck measure certification including all of the information outlined above along with a notation as to the truck that it is coupled with.

Before equipment is dispatched to the loading sites, it will have already undergone all the necessary safety inspection, measurement and hauling procedures at the staging area as outlined in the section above. All loading and hauling crews will have received a copy of the scope of work, accident prevention plan, safety indoctrination, and assigned a crew foreman. All crews and foremen will be instructed by the Load and Haul Supervisor that they are to work in areas designated by a Debris Manager and are not to relocate or move from one area to another without prior approval of a Debris Manager. No employees, or subcontractors of TFR will be allowed to work for private or other public entities while employed or contracted under this project.

Hazardous Tree Removal

Unstable and leaning trees along a public ROW or within a naturalized area, such as public parks or golf courses, are eligible for removal. The Sub-Grantee may choose to attempt to save the tree through straightening and bracing, if the cost of repair is less than the removal and disposal. A tree is deemed hazardous and an eligible for removal if:

- The tree is an immediate threat to public health and safety or improved property
- It has a DBH of 6" or greater
- AND one or more of these criteria:
 - 50% or more of the crown is damaged or destroyed
 - A split trunk or broken branches that expose the heart wood
 - Fallen or uprooted within a public use area
 - Leaning at an angle greater then 30 degrees

After a tree has been deemed eligible and scheduled for removal, TFR tree crews will discuss a tree specific removal plan to ensure a safe, proper felling operation, considering:

- Surrounding area for anything that may cause trouble when the tree falls
- The shape of the tree, the lean of the tree and decayed or weak spots
- Wind force and direction
- Location of other people
- Electrical hazards

Once the tree crew has identified a tree specific removal plan, the following procedures shall take place:

1. The employee shall work form the uphill side whenever possible.
2. Prior to felling operations, the work area shall be cleared to permit safe working conditions and an escape route shall be planned.
3. Each worker shall be instructed as to exactly what he/she is to do. All workers not directly involved in the operation shall be kept clear of the work area.
4. Before starting to cut, the operator shall be sure of his/her footing and must clear away brush, fallen trees, and other materials that might interfere with cutting operations.
5. A notch and back cut shall be used in felling trees over 5 inches in diameter measured at breast height (DBH). No tree shall be felled by "slicing" or "ripping" cuts.

6. The depth or penetration of the notch shall be about one-third the diameter of the tree. The opening or height of the notch shall be about 2.5 inches for each 1 ft. of the tree's diameter. The back cut shall be made higher (approximately 2 inches) than the base of the notch to prevent kickback.
7. The resulting notch shall be flush cut to the ground.

Hazardous Limb Removal

Hazardous limb removal work shall consist of the removal and disposal of storm-damaged limbs that are:

- Imminent and impending peril to the general public
- Greater than 2" in diameter at the point of breakage
- Broken and still attached to the tree

Pruning of limbs shall conform to the ANSI A300 guidelines, as described in Standard Practices for Trees, Shrubs and Other Woody Plant Maintenance. The following specifications shall apply:

- All cuts shall be made sufficiently close to the trunk or parent limb, without cutting into the branch collar or leaving a protruding stub, so that closure can readily start under normal conditions. Clean cuts shall be made at all times.
- Where branches are too heavy to handle to prevent splitting or peeling the bark, it is necessary to precut these branches. Where necessary, to prevent tree or property damage, branches shall be lowered to the ground by proper ropes or equipment.
- On trees known to be diseased, tools are to be disinfected with a 20% Clorox solution after each cut and between trees where there is known to be a danger of transmitting the disease on tools.
- All branches are to cut back to a live lateral, which shall be at least 1/3 the diameter of the severed branch.
- The presence of any structural weaknesses, disease condition, decayed trunk or branches, split crotches or branches shall be reported in writing to the City.
- All stubs not callused over shall be pruned in the same manner as outlined above in this section. Care shall be taken so as to not damage the callusing tissue.
- Extreme care shall be taken so as to prevent branches and trunks from falling and creating damage to monuments, buildings and other structures, driveways, sidewalks, trees, shrubs, streets and other property.

The resulting debris will be collected from the grounds and hauled in accordance with normal debris collection standards.

Hazardous Stump Removal

The removal of hazardous stumps is a unique process requiring specialized equipment. As such, this process requires unique documentation and costing to realize full reimbursement, and meet the following criteria:

- 50% or more of the root-ball exposed
- Greater than 24" in diameter, as measured 24" above the ground
- Located on public property or a public ROW
- Immediate threat to public health and safety

Once the diameter is established, pictures are taken, GPS coordinates establishing the location and the specific threat documented, the stump will be physically removed by the best means available. The resulting hole from the stump removal will be backfilled and amount of material needed will be recorded.

Reduction of Debris

Reduction of debris is normally applied to the vegetative debris such as brush and trees debris, which is also referred to as “burnable debris”. However, the reduction process can also be applied to some items that are considered non-burnable or construction and demolition debris. This would include such items as household furniture, construction materials such as roofing, treated timber. This process is applied for the purpose of reducing the volume of the material that is being landfilled. The economic evaluation of weighing the reduction cost against the unreduced landfill cost will be a factor in determining the feasibility of this approach. The most common methods of reduction are burning, chipping and grinding, and recycling. Recycling is covered in the various sections as appropriate.

Incineration

There are two general classifications of the burning method, open burn and air curtain incineration.

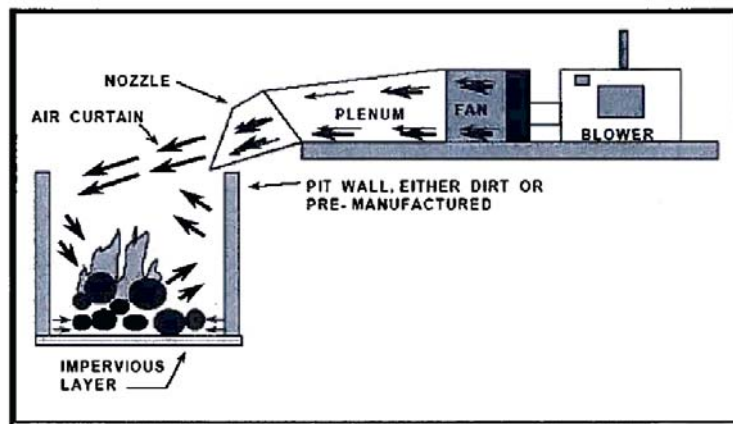
Open Burning: Open burning, although very cost effective, may not be suitable for urban areas. The feasibility of this method is very dependent on location and the cleanliness of the debris. Many areas and locations will not permit open burn particularly in urban environments where heavy smoke can create health and property damage concerns. However, in rural locations, if the debris is clean, there is very little environmental impact and the resulting ash can remain on the site, or be used as a soil additive. Bulldozers and loaders are the primary equipment required to operate an open burn process.

Air Curtain Incineration: Air curtain incineration is also a very cost effective method of reducing clean, vegetative debris but with less environmental impact than the open burning method. Air curtain incineration, incorporates the use of a “burn pit” aided by a forced air blower. The pit can be constructed below or above grade (depending on water table) and includes a mechanical blower to create constant optimal burn rates and an “air curtain” effect. The air curtain incineration system is a combination of the blower and pit, engineered as a unit to achieve the effect of holding the smoke while feeding air to the fire pit. Since differing site locations contain differing conditions, such as soil composition, water table levels, etc. there are no air curtain incineration systems standards in the industry. In the construction and operation of an efficient air curtain incineration system, special consideration must be given to the following factors:

1. A set back of at least 100 feet between debris piles and the burn area with a minimum setback from buildings and structure of at least 1,000 feet.
2. Construction of non-combustible “warning” stop blocks (at least 1 foot in height) for equipment located at the burn pit
3. Use limestone (or equal material) for the construction of the “pit” with reinforced earth anchors, or wire mesh to support the loader ramps.
4. Use clay or limestone to create an impervious layer on the bottom of the pit to prevent leaching of the ash from the aquifer. This layer shall be at least 1 foot deep and will be

regularly inspected and maintained at that depth in the event scraper activity removes part of the layer during operations.

5. Seal the pit ends at least four feet high.
6. Pit construction (in accordance with this solicitation) shall be 8-9 feet wide, and 14 feet deep.
7. A 12" dirt seal will be placed on the lip of the burn pit area to seal the lower nozzle.
8. The blower will be configured to direct the airflow so as to strike the wall of the pit 2 feet below the edge. Operators will be instructed that the debris should not break the path of the airflow except during dumping.
9. Equipment used will be tested and adjusted to assure that a minimum nozzle velocity of 8,800 ft/min (100 mph) and a volume of 900 cf/min/linear feet is produced during burn operations.
10. The length of the pit shall be no longer than the length of the blower nozzle.
11. The operators shall be instructed to load the pit uniformly along its length.
12. Operators will also be instructed to extinguish the fire at least 2 hours before removing the ash.
13. Water trucks will be used to dampen ash residue as well as areas surrounding the burn site.



Source: FEMA 325, Figure 9.3 Below-Grade Air Curtain Operation

Chipping/Grinding

Reduction of debris by chipping and/or grinding is an opportunity to recycle the vegetative debris back to an economically beneficial use. However, the overall economic impact of chipping/grinding compared to burning will have to be reviewed before a determination can be made. Grinding/Chipping is the reduction of woody, vegetative debris by cutting and pounding the debris to reduce the woody materials into small pieces or "chips". This method normally produces a reduction of between 3 to 1 and 5 to 1, whereas burning reduces the debris by approximately 95%. However, wood chips have the possibility to be recycled and used as mulch, fuel, ground cover and animal bedding to name a few. The availability to recycle the chips would be a significant factor in determining the economic value of chipping/grinding. In the construction and operation of a chipping/grinding reduction operation, special consideration is given to the following factors:

1. Grinding machines must have a clearance of 300 feet. Warning signs must be stationed around the perimeter of the grinding equipment, warning of possible flying objects from the grinders.

2. The grinding machines must have screens, which produce chips not exceeding 4 inches in length and ½ inch in diameter.
3. Liners shall be placed underneath grinders, and other stationary equipment, as a preventative measure against possible leaks or spills exposing the soil and groundwater to contaminants.
4. Debris must be sorted and clean of other contaminants such as metals.
5. Operators must wear hard hats even in closed cab machines while operating.
6. Root Rake loaders are used to avoid contaminating the debris entering the grinder with dirt or sand.
7. With 7 grinders chewing 800 CYD in an hour, debris hauled into the DMS site shall be reduced within 48 hours of arrival.
8. Ground debris or mulch shall be stored onside in piles no higher than 15 feet. Such piles shall not remain on site for longer than seven (7) days and haul out procedures shall ensure. Ground debris or mulch, is monitored daily for heat and internal combustion.

Reduction Site Management

Before material is brought into the DMS, all preparations outlined above will be substantially completed. The DMS will have staging areas for each category of debris brought into the site. All debris will pass by the inspection tower after entering the site and all loads will be inspected.

Although every effort will be made to segregate debris on the right-of-way before loading, debris materials still become mixed and some loads are so co-mingled that they are classified as mixed debris loads. These loads will be directed to the area defined on the site plan as the “mixed debris” pile. This material will be sorted and separated by machines with grapples and “thumbs” and by hand labor and placed into the C&D, Vegetative, HHW, White Goods, and Metals Piles.

C&D Debris is non-burnable, non-recyclable debris that will eventually be delivered to a landfill. Samples of this type of debris include mattresses, clothing, household garbage, concrete, asphalt, metals, plastics, manufactured furniture, building components, etc. Parts of this material, if well separated, can be reduced by grinding before landfill, so as to reduce the cost of hauling and tipping fees (if charged by volume). Other parts, such as metal can be recycled if well separated and cleaned.

Vegetative Debris is burnable debris and can be reduced by either incineration or by chipping/grinding. If reduced by incineration, the estimated reduction rate is 95% and leaves the ash residue to be hauled off and disposed. If reduced by chipping/grinding, the reduction rate is estimated at only 60%-75%, however, the by-product, mulch, can be recycled. The vegetative debris may become mixed with earth materials such as dirt, gravel, rock, or sand during the disaster. Root rakes are employed to shake and separate the brush and vegetative debris before it is reduced. Sometimes shaker screens or trommels are necessary to separate the earthen debris before reducing.

Household Hazardous Waste (HHW) is debris such as household chemicals, pesticides, unidentified liquids, paint, batteries, etc. As mentioned earlier, the primary goal is to separate this material on the curbside and pick it up separately by a designated HHW crew. These items are then delivered to the collection points designated by a Debris Manager. However, in the event that HHW inadvertently becomes co-mingled with other debris and enters the site, it is separated from the other debris and placed

into a Hazardous Containment area on the site for further disposal by those licensed to handle and dispose of this type of debris.

White Goods refers to items such as refrigerators, air conditioners, freezers, etc. which may contain chemicals or fluids such as freon or oil, which must be remediated by someone with the appropriate license and certifications to do so. These items should be separated at curbside and delivered to the collection points designated by a Debris Manager. If they are brought to the site for temporary storage, they will be contained in a separate staging area so that they may be inspected and properly cleaned of all chemicals or fluids.

Metals will be separated at the curbside and delivered to a separate staging area at the DMS and dumpsite unless directed otherwise by a Debris Manager. These items may be recycled.

During the operation of a DMS, special attention is afforded to the following areas:

1. Site Safety: The Operations Manager and the Site Project Manager will conduct a Pre-Operations Site Safety meeting prior to the beginning of operations of the debris reduction site. Items to be included in the Safety meeting will be:
 - a. An overall review of the Site Plan and directions as to the location of all temporary structures, the planned traffic flow, location of first aid stations, eye wash stations, fire extinguishers and location of sign with postings of emergency numbers.
 - b. The first Weekly Safety Meeting will be held and all information as outlined in the Company Safety and Occupational Health Plan will be covered.
 - c. The Activity Hazard Analysis for each operations activity will be reviewed and discussed.
 - d. A communication path between the site management and site personnel will be established in the event of an emergency so that an orderly and efficient means is established to mitigate the event.
2. Dust Control: TFR provides water trucks, which do routine trips throughout the site during the operations, keeping dry roads dampened for the purpose of minimizing the dust count. Water trucks are also used to dampen ash residue when removed from burn pit to ash pit. Attention is given to normal wind direction when layout of the site is prepared.
3. Hazardous Materials Containment Area: The Site Manager will regularly inspect the Hazardous Materials Containment area for any cuts, tears or leaks in the protective membrane that lines the containment area. The Manager will also inspect the berm surrounding the area to assure proper site runoff is still intact.
4. Roadways: Traffic will be designed as to allow the flow of incoming and outgoing debris trucks so as to avoid congestion. Safety, and directional signs will be posted throughout the site along with flagmen to assist and control traffic flow as well as for safety reasons. Road surfaces will be rock-laid for easier maintenance and to protect from erosion. Private, non-operation-related traffic will be prohibited from the site.
5. Communication: Operators and flagmen are equipped with two-way radios on the same frequency as the office base radio unit so that communications will be readily accessible throughout the site.

Disposal

Disposal sites for the debris will be determined before operations begin. This submittal encompasses the possibility that a permanent or final debris resting-place may not be immediately available in the beginning of operations, and we have therefore included the general operations of a DMS in this proposal.

1. All loading and hauling crews are under the direction of a TFR supervisor. Daily reports are maintained by the Crew Foreman, and all equipment down time for repairs are noted on the daily reports. Hours of each piece of equipment and each employee are recorded and reconciled with a Representative, daily.
2. Qualification of all operators/drivers is reviewed and determined before being allowed to haul materials.
3. All insurance documents and copies of driver's licenses are on file in the field office before beginning operations.
4. The safety orientation meeting is held by the Load and Haul Project Manager before operations begin.
5. Equipment is inspected and a record of the inspection is retained on file in the field office before operations begin.
6. Operators/drivers are versed on the dumpsite procedures before leaving the loading site.
7. All truck operators will be instructed to observe traffic regulations and follow the instructions of the flag persons.
8. All operators will report to the weigh station/inspection tower and deliver their "load ticket" to the QC operator (or government inspector) for inspection and approval before proceeding to dump his/her debris.
9. Each truck operator will be directed as to where to dump each load at the dumpsite location by the designated dumpsite operator.
10. Each truck operator will inspect his truck and tailgate after the dumping process is completed to assure that it is secure before leaving the dump area.
11. Truck operators will follow the designed traffic flow when leaving the dump and return to the designated loading area.

Haul Out Procedures

Hauling Out of debris is the operation of hauling reduced debris from a DMS to a final resting place at a designated destination to be used in any number of capacities such as ground cover, bio-fuel and fertilizer. This operation includes the use of hauling equipment. In the Hauling Out operations, special consideration is given to the following:

1. All hauling crews are under the direction of a TFR supervisor. Daily reports are maintained by the DMS foreman, and all equipment down time for repairs are noted on the daily reports. Hours of each piece of equipment and each employee are recorded and reconciled with a Representative, daily.
2. Qualification of all operators/drivers is reviewed and determined before being allowed to haul materials.
3. All insurance documents and copies of driver's licenses are on file in the field office before beginning operations.
4. The safety orientation meeting is held by the Load and Haul Project Manager before operations begin.

5. Equipment is inspected and a record of the inspection is retained on file in the field office before operations begin.
6. Operators/drivers are versed on the dumpsite procedures before beginning loading activities and hauling reduced debris out of the DMS.
7. Trucks are loaded by rubber-tired backhoes, or excavator, utilizing a mulch ramp constructed approximately twelve (12) feet high, eight (8) feet wide and at a grade, not to exceed, thirty-five (35) degrees. This shall be determined at the site depending on topography and availability. No individuals will be allowed on the structure unless otherwise instructed to do so by the DMS Manager and/or assessing the overall safety of the structure.
8. Each truck operator shall inspect his/her truck before proceeding to the inspection tower to ensure the load is filled and any and all items are secured and covered by a tarp or other covering preventing chips from being blown from the bed.
9. All truck operators will be instructed to observe traffic regulations and follow the instructions of the flag persons.
10. All operators will report to the weigh station/inspection tower and deliver their "load ticket" to the QC operator (or government inspector) for inspection and approval before proceeding to leave the dump to its final destination.
11. Truck operators will follow the designed traffic flow when leaving the dump and return to the designated loading area.

Management Of White Goods, E-Wastes, And Putrefied Foods

White Goods refers to items such as refrigerators, air conditioners, freezers, etc. which may contain chemicals or fluids such as freon or oil, which must be remediated by someone with the appropriate license and certifications to do so. These items will be separated at curbside and will be delivered to the DMS collection point. At the DMS we will contain Dirty White Goods separate from White Goods and they will be inspected and properly cleaned of all chemicals or fluids or removed by professionals certified and licensed to dispose of them. TFR shall submit a Dirty White Goods Operations, Cleaning and Disposal Plan prior to beginning site operations.

Upon award of a contract, a Hazmat removal team will be assigned to oversee the curbside removal and HHW removal at the DMS and, if given a contract for ROE, precede the demolition team. The Hazmat team will remove all HHW and White Goods to the curbside, separated, before haul off, or demolition begins. This team will document on a daily reporting form, the type and quantity of HHW and White goods at the pick up location.

1. Refrigerants with putrescible wastes will be sealed by taping closed so as not to have accidental openings and spillage while in transit to disposal site.
2. The separated HHW and White Goods will be transported by separate container from the demolition site to the DMS.
3. Any HHW that may inadvertently become mixed with truckloads shall be separated at the DMS site and stored in the HHW area for removal by the HHW crew.
4. Automobiles will be removed to a separate temporary storage area where they will be held for recycling.
5. Loose tires located at curbside will be kept separate and removed by the HHW crew.

6. Extra caution will be applied to the handling of dirty white goods that still contain putrescible wastes, such as sealed freezers, refrigerators, coolers and iceboxes. Putrescible waste is solid waste that contains organic matter capable of being decomposed by microorganisms and of such a character and proportion as to cause obnoxious odors and to be capable of attracting or providing food for birds or animals. Improper handling of putrescible waste could lead to odor issues that make siting and operating a DMS difficult. There are also numerous potential employee health and safety issues related to the removal and disposal of putrescible wastes. These White Goods shall be delivered to a landfill certified to handle Municipal Solid Waste.
7. White goods may also have refrigerants (Freon and Freon replacements), and often plastics and motors and sometimes other electronic components that need to be removed before recycling. Refrigerant removal must be done by trained and qualified personnel and can potentially lead to spills of regulated chemicals. Only certified, experienced and trained personnel will be used for these critical tasks in order to minimize risk and maximize efficiency.
8. All waste removal, cleaning and handling will be managed so as to minimize potential exposure of workers and others to waste and minimize generation of odors.
9. Procedures such as proper sealing of refrigerants and containers will be in place to control vector exposure, attraction of wildlife and minimize volume expansion through addition of water to the waste stream.

Disaster Debris Recycling

TFR is a green industry company. The principals of TFR are proponents of recycling whenever possible. As such, TFR utilizes tub grinders, slow speed shredder, tromells, loaders, and excavators which are used to sort, separate, reduce vegetative debris to reusable mulch, dirt, metals, and other construction products. Following each disaster event, TFR will make every effort to locate a reusable purpose for this material such as bedding material for plants, ground cover for parks, animal bedding, and reusable energy sources as boiler fuel for co-generation plants or production mills. In addition to the vegetative recycling, every effort is made to keep the metals segregated and clean so that the ferris and non-ferris metals can be recycled. In cases of large quantities of mixed debris, a system of separation using a trommel, air curtain burner, picking line conveyor and tub grinder, can be used which will allow the paper and plastic to be separated, and the clean dirt, rock & concrete, ferris metals, non-ferris metals and clean vegetative debris sorted and piled for recycling.

Sources will be sought for the following recyclable material:

- | | |
|----------------------|-------------|
| ▪ Asphalt | White Goods |
| ▪ C&D | Mulch |
| ▪ Concrete/Aggregate | Tires |
| ▪ Dirt | |
| ▪ E-Waste | |
| ▪ Metals | |
| ▪ Roofing Materials | |

TFR has vast experience employing recycling activities, and maintains established relationships with recycling firms to accept various types of debris. While completing debris reduction of 2,000,000 CYD

for the City of Tulsa, TFR loaded the chips on railcars and shipped the excess reduced debris to a Company-owned mulching facility in Leander, Texas. Alternative methods of disposal exist and are well documented by TFR. During Hurricane Ike, storm-generated debris from Polk County was hauled and burned at a local paper mill in Orange County, Texas. This strict commitment to recycling of storm-generated debris has benefited both client and TFR.

Project Closeout/Exit Plan

In the event of a natural disaster, a DMS, usually selected by the government, may be used to process debris before its final disposal. Substantial site preparation may be required such as proper access points of entry, security devices, control gate, fenced storage compounds, adequate internal haul roads, proper erosion and sediment control fencing, and storm water retention features, to name a few. If a DMS is required, the TFR will, upon entering each site for the first time, photo-document the existing site conditions using both a video camera and still photographs.

At the cessation of DMS operations, all sites will be restored to the satisfaction of Representatives/Owner with the intent of maintaining the utility of each site, leaving it unencumbered for future use and to safeguard the environment. Soil and water samples will be taken and compared to pre-work samples to ensure that TFR operations have not negatively affected the environment. Other factors that are considered during the remediation process are:

- All pre-existing grades including roads, ditches, etc. will be restored to the satisfaction of the customer prior to final closure of each site.
- Areas where soils were excavated (e.g., ditches and retention ponds) or stockpiled (e.g., berms) will also be restored to pre-existing grade prior to vacating each site.
- Pre-construction drainage patterns will also be restored; as well as all improvements (e.g., trailers, wells, fencing, construction entrances and built up aggregate haul roads) will be removed from each DMS unless otherwise instructed by the Representative.

Upon completion of the above remediation tasks, TFR will photo-document site conditions using both video camera and still photographs. As done with the water and soil samples, the post-work photos will be compared to pre-work photos to ensure that the site was remediated to original condition.

Corporate Experience and Capacity

Disasters are unpredictable. Disasters can vary in size, scope and intensity. Yet given this inherent unpredictability, governments can take the necessary steps to ensure the safety and relief of their constituency.

At TFR, we address the needs of our clients long before the establishment of a relationship. Every project is different. Every state, county or city, desire and highlight different aspects of disaster relief and recovery that they deem MOST important. With this ever-changing landscape in mind, TFR continually stresses the proper due diligence and planning to fully comprehend the type of service that each client desires. We routinely review and criticize our operational and management plans to assure that we present the most practical, efficient structure to complete the project. TFR's knowledgeable management team retains over 50 years of experience responding to hurricanes, floods and other various disasters. Our firm is built around 25 full-time employees that would be committed to the City of La Marque and have a list of more than 100 employees that we call upon during major events.

What allows TFR to provide an expedient response? Pre-planning certainly encompasses a large portion of this service. In addition, TFR maintains a fleet of over a hundred (150+) pieces of company-owned equipment pre-positioned across the Southeastern United States. By staging equipment directly outside the impact zone, TFR can respond within hours to immediately begin emergency road clearance services to provide a vital lifeline for federal, state and local emergency responders to assess damages. Furthermore, TFR can prep and construct a TDSR site for immediate acceptance of storm-generated debris in less than 24 hours. To fully augment our operational capacity and to aid the organization of relief efforts, Mobile Command Units can be deployed to enhance response and achieve greater coordination between parties. Concurrently, project teams scour the impacted area to quantify debris, deduce an overall damage estimate and adapt our preplan accordingly.



TFR prepares for economic instability in the immediate aftermath of natural or man-made disasters by maintaining strong relationships with suppliers and organizing resources for dispatch. Additionally, TFR owns the necessary equipment to house and feed personnel temporarily as the local business community reacts and rebounds from such a disaster. Other initial and vital supplies, such as fuel, parts trailers, welders, wood, and other necessities, are brought from the home office to certify that work stoppages shall not occur due to inadequate

logistics. However, the backbone of our logistical support team is our maintenance crew. TFR would not be capable of providing the timely, cost-effective service that we do without the knowledge and experience our maintenance crew retains. With a dedicated warehouse at the home office to two (2) traveling equipment trailers, the TFR maintenance crews ensure that our equipment is functioning safely and efficiently with limited downtime. We strive to foresee any potential encumbrances and take the appropriate actions to safeguard against such occurrences.

Operationally, TFR manages on the principal of transparency. We always remain available to answer questions, address issues immediately, and submit reports on time. This is to the benefit of all parties involved, as this is a team effort to respond to a major disaster. As safety and contract responsibility are the utmost priorities to the principals and officers of TFR, it is the policy of management to see that its employees and subcontractors conduct themselves with integrity and courtesy in the performance of their duties. Following a disaster event, there is an urgency to remediate the damage and return to normalcy as quickly as possible. The principals and officers of TFR

firmly believe that this and price competitiveness can be achieved courteously and without sacrificing health, safety and contract integrity.

Price is a large determinant of any decision an informed consumer discerns. TFR fully understands that providing the highest value-added service is sometimes not enough to, alone, secure a contract, as different clients desire different qualities in a personalized project. TFR can fulfill these needs by utilizing Company-owned equipment and manpower. These resources allow TFR to control costs subsequently discounting price without conceding overall quality and safety, which is a corporate must. Our mission is to provide our customers with the highest level of service at a fair and market competitive price.

During Hurricane Ike, which struck the Texas Coast in 2008, TFR supplied crews to assist the USACE contractor with the task of opening up Interstate Highway 45 between Houston and Galveston and the Galveston Beach Road 3005 so that other contractor and rescue/recovery crews could access the damaged area. This assistance was provided in addition to TFR's response and performance to 6 of its own prime contracts (which included two counties) **removing in excess of 1,400,000 cubic yards of debris**. All of the contracts, which TFR performed, were closed out, completed, and accepted within 120 days.

The 2005 Hurricane Season, which saw major damages from Hurricanes Dennis, Katrina, Rita and Wilma, TFR performed work simultaneously in Texas, Louisiana, Mississippi, Alabama and Florida. In addition to our own prime contracts, TFR supplied not only the equipment and personnel, but also the Management, Supervision, Negotiation, Quality Control, Financing and Compliance Procedures for two prime contractors who had previous agreements to perform the work. All in all, as a result of the four storms that struck that year, the total amount of debris handled by TFR **exceeded 6,000,000 cubic yards within 180 days**.

The following highlight recent successfully completed projects by TFR. We we're honored to assist in their cleanup efforts.

North Carolina Department of Transportation, Ice Storm (2014)

TFR recently completed debris hauling, reduction, and disposal in Guilford County, and Davidson County, North Carolina in response to an ice storm that impacted the area in March 2014. In Guilford County we hauled 445,000cy and removed 13,750 hazardous trees. Hauled 1,150 tons of debris in Davidson County and removed 15,750 hazardous trees.



South Carolina Department of Transportation, Ice Storm (2014)

TFR recently completed debris hauling and disposal services for SCDOT in response to an ice storm that impacted the area. TFR successfully hauled 200,000cy and removed 34,000 hazardous trees.

City of Norman Oklahoma, Ice Storm (2014)

TFR established a relationship with the City of Norman when we entered into a pre-position contract for emergency debris removal services in December 2009. Since 2009, TFR has been activated to assist the City on five different disasters ranging from a windstorm, ice storm, and three different tornados. Over the course of this contract TFR has completed more than \$1.7 million in services for the City.



Larimer County Colorado, Floods (2013)

TFR successfully hauled 41,000cy of flood debris.
Provided demolition services for (5) structures.

Sioux Falls South Dakota, Ice Storm (2013)
TFR reduced 43,000 tons of vegetative debris for the City



<i>Disaster Experience</i>	<i>Event</i>	<i>Description of Work</i>	<i>Point of Contact</i>	<i>Contract Value</i>
Caldwell County, Texas	Floods 5/15-7/15	Debris Removal, Reduction, and Disposal	Jordan Powell (512) 398-1811	\$100,000.00
Hays County, Texas	Floods 5/15-	Debris Removal, Reduction, and Disposal	Mark Kennedy (512) 393-2219	\$785,000.00
Monterey, Tennessee	Ice Storm 4/15-6/15	Reduction of Vegetative Debris	Bill Wiggins (931) 839-3770	\$30,000.00
Overton County, Tennessee	Ice Storm 4/15-5/15	Debris Removal, Hauling, and Hazardous Tree Work	Ben Danner (931) 823-5638	\$366,241.00
Putnam County, Tennessee	Ice Storm 4/15-5/15	Debris Removal, Hauling, and Hazardous Tree Work	Randy Porter (931) 526-2161	\$954,000.00
NCDOT (Davidson County)	Ice Storm 3/14-8/14	Debris Removal, Hauling, and Hazardous Tree Work	Brad Wall (336) 487-0000	\$1,347,067.06
NCDOT (Guilford County)	Ice Storm 3/14-8/14	Debris Removal, Hauling, and Hazardous Tree Work	Brad Wall (336) 487-0000	\$7,672,601.73
SCDOT	Ice Storm 2/14-6/14	Debris Removal, Hauling, and Hazardous Tree Work	Shannon Welch (843) 907-2095	\$5,814,630.73
City of Norman, Oklahoma	Ice Storm 12/13-2/14	Debris Removal, Reduction, and Disposal	Greg Hall (405) 409-0499	\$601,759.02
Larimer County, Colorado	Floods 9/13-6/14	Debris Removal, Reduction, and Disposal	Stephen Gillette (970) 498-5760	\$935,755.49
Longmont, Colorado	Floods 9/13-3/14	Removal of Mobile Homes	Charlie Kamenides (303) 651-8345	\$141,500.00
Weld County, Colorado	Floods 9/13-12/13	Debris Removal, Reduction, and Disposal	Trevor Jiricek (970) 353-6100	\$261,271.09
Adams County, Colorado	Floods 9/13-10/13	Debris Removal from Bridges and Waterways	Liz Estrada (720) 523-6052	\$16,069.56
Town of Lyons, Colorado	Floods 9/13-11/13	Debris Removal & Hauling	Jeff Callahan (720) 564-2221	\$148,694.64
Oklahoma City, Oklahoma	Tornado 6/13-	Debris Removal from Waterways	Bryan Haskins (405) 297-2134	\$245,391.75
Canadian County, OK	Tornado 6/13-9/13	Removal and Disposal of Tornado Debris	Jerry Smith (405) 295-6186	\$91,769.00
Shawnee, Oklahoma	Tornado 6/13-7/13	Removal and Disposal of Tornado Debris	Brian McDougal (405) 878-1601	\$60,800.00
Cleveland County, Oklahoma	Tornado 6/13-10/13	Debris Removal, Reduction, and Disposal	Darry Stacy (405) 366-0200	\$830,781.69

City of Norman, Oklahoma	Tornado 6/13-10/13	Debris Removal, Reduction, and Disposal	Greg Hall (405) 409-0499	\$365,000.00
Rapid City, South Dakota	Ice Storm 10/13-10/13	Reduction of Vegetative Debris	Ted Johnson (605) 394-4154	\$31,358.69
Sioux Falls, South Dakota	Ice Storm 4/13-10/13	Removal of Hazardous Trees from Drainage Ways	Scott Rust (605) 367-8836	\$138,081.25
Sioux Falls, South Dakota	Ice Storm 4/13-10/13	Stump Grinding	Scott Rust (605) 367-8836	\$100,000.00
Sioux Falls, South Dakota	Ice Storm 4/13-6/13	Emergency Tree Removal	Scott Rust (605) 367-8836	\$925,347.10
Sioux Falls, South Dakota	Ice Storm 4/13-9/13	Reduction of Storm Debris	Scott Rust (605) 367-8836	\$838,000.00
Garland County, Arkansas	Ice Storm 3/13-6/13	Removal and Disposal of Vegetative Debris	Jerry Pogue (501) 262-3602	\$323,024.00
Saline County, Arkansas	Ice Storm 3/13-5/13	Removal and Disposal of Vegetative Debris	Marty Polk (501) 317-2402	\$2,146,000.00
Island Beach State Park, New Jersey	Hurricane Sandy 11/12-5/13	Hauling of Hurricane Debris	Ray Bukowski (732) 793-0506	\$100,000.00
Brick Township, New Jersey	Hurricane Sandy 11/12-5/13	Removal and Disposal of Debris	Glenn Campbell (732) 262-1058	\$58,963.00
Ocean County, New Jersey	Hurricane Sandy 11/12-5/13	Removal and Disposal of Debris	Julie Tarrant (732) 244-2121	\$200,542.00
Scotch Plains Twp, New Jersey	Hurricane Sandy 11/12-3/13	Debris Reduction	Bozena Lacina (908) 322-6700	\$32,243.00
Old Bridge Twp, New Jersey	Hurricane Sandy 11/12-3/13	Removal of Tree Stumps	John Tooley (732) 721-5600	\$13,860.00
Edison Twp, New Jersey	Hurricane Sandy 11/12-3/13	Debris Reduction	Laura Popick (732) 248-7409	\$74,000.00
Neptune Twp, New Jersey	Hurricane Sandy 11/12-11/12	Debris Removal and Disposal	Tracey James (732) 988-5200	\$35,785.00
Southbury, Connecticut	Hurricane Sandy 11/12-12/12	Debris Removal, Reduction, and Disposal	Tom Crowe (203) 262-0622	\$18,795.00
City of Norman, Oklahoma	Tornado 4/12-6/12	Debris Removal, Reduction, and Disposal	Greg Hall (405) 409-0499	\$408,073.00
Southbury, Connecticut	Winter Storm 1/12-3/12	Debris Removal, Reduction, and Disposal	Tom Crowe (203) 262-0622	\$528,890.00

Bastrop County, Texas	Wildfires 9/11-9/12	Debris Removal, Reduction, and Disposal	Mike Fisher (512) 848-6693	\$12,200,000.00
Texas Dept of Transportation	Wildfires 5/12-9/12	Debris Removal, Reduction, and Disposal	Celso Harper (512) 321-2221	\$1,075,471.00
State Hwy Admin, Maryland	Hurricane Irene 8/11-10/11	Debris Removal, Reduction, and Disposal	Craig Fetzter (410) 582-5535	\$279,106.00
Charles County, Maryland	Hurricane Irene 8/11-10/11	Debris Removal, Reduction, and Disposal	Candice Kelly (301) 645-0550	\$102,302.00
City of Norman, Oklahoma	Wind Storm 6/11-8/11	Debris Removal, Reduction, and Disposal	Greg Hall (405) 409-0499	\$144,185.00
City of Norman, Oklahoma	Tornado 5/10-7/10	Debris Removal, Reduction, and Disposal	Greg Hall (405) 409-0499	\$237,000.00
Baltimore, Maryland	Snow Storm 1/10-2/10	Snow Removal, Road Clearing	Joe Palacheck (410) 767-3207	\$630,000.00
Rogers, Arkansas	Ice Storm 1/09-3/09	Debris Removal and Disposal	Steve Womack (479) 621-1117	\$900,000.00
Fort Bend County, Texas	Hurricane Ike 9/08-1/09	Debris Removal, Reduction, and Disposal	Marc Grant (281) 342-4513	\$10,000,000.00
Polk County, Texas	Hurricane Ike 10/08-3/09	Debris Removal and Disposal	John Thompson (936) 327-6813	\$6,600,000.00
Liberty, Texas	Hurricane Ike 9/08-10/08	Debris Removal and Disposal	Harvey Joiner (936) 336-3684	\$2,900,000.00
Harris Count Flood Control, Texas	Hurricane Ike 9/08-1/09	Debris Removal, Reduction, and Disposal	Robert Reagan (713) 684-4230	\$200,000.00
City of Sugarland, Texas	Hurricane Ike 9/08-12/08	Debris Removal and Disposal	Adam Smith (281) 275-2483	\$3,400,000.00
City of Katy, Texas	Hurricane Ike 9/08-11/08	Debris Removal and Disposal	Elaine Lutringer (281) 391-4830	\$262,000.00
Brownsville, Texas	Hurricane Dolly 7/08-10/08	Haul Hurricane Debris	Roberto Luna (956) 548-6087	\$1,252,000.00
Texas Dept of Transportation	Hurricane Dolly 7/08-9/08	Debris Removal, Reduction, and Disposal	Pedro Alvarez (956) 702-6125	\$879,000.00
Willacy County, Texas	Hurricane Dolly 7/08-9/08	Debris Removal, Reduction, and Disposal	Emilio Vera (956) 689-3393	\$445,000.00

Laguna Vista, Texas	Hurricane Dolly 7/08-10/08	Debris Removal and Disposal	Iris Hill (956) 943-1793	\$47,800.00
San Benito, Texas	Hurricane Dolly 7/08-10/08	Debris Removal and Disposal	Orlando Garcia (956) 361-3851	\$247,000.00
Harlingen, Texas	Hurricane Dolly 7/08-9/08	Debris Removal and Disposal	Dan Serna (956) 216-5300	\$879,000.00
Port Isabel, Texas	Hurricane Dolly 7/08-9/08	Debris Removal and Disposal	Edward Meza (956) 943-2682	\$223,000.00

Pre-position Contracts

<u>Municipality</u>	<u>State</u>	<u>Expires</u>
Town of West Hartford	CT	6/30/16
City of Cape Coral	FL	12/31/16
Charlotte County	FL	12/31/19
City of Dunedin	FL	11/30/16
Escambia County	FL	8/6/18
City of Largo	FL	9/30/16
City of Port St. Lucie	FL	6/2/17
City of Rockledge	FL	8/1/16
City of West Park	FL	6/3/16
City of Norman	OK	12/31/17
Fort Bend County	TX	11/30/16
Brazoria County	TX	6/9/16
HGAC	TX	12/31/16
City of Huntsville	TX	7/17/16
City of Seabrook	TX	1/20/18
City of Vero Beach	FL	12/10/16
City of Grand Prairie	TX	1/7/17
Miami-Dade County	FL	3/31/19
Town of Clinton	CT	12/31/16
Lee County	FL	6/1/19
Dare County	NC	6/2/16
City of Dayton	TX	5/31/16
Bay County (BOCC)	FL	12/31/16
Town of Cedar Point	NC	6/30/16
Pamlico County	NC	6/30/16
Town of Surf City	NC	6/30/16
Louisiana SD&VI	LA	9/4/16
South Broward Drainage	FL	8/28/16
Pinellas County	FL	6/17/17
Safety Harbor	FL	6/17/16
City of Richwood	TX	4/13/16
Town of Flower Mound	TX	5/5/16
Town of Cape Carteret	NC	6/30/16
Broward County	FL	6/22/20
Village of Bald Head	NC	6/30/17
Town of Bellville	NC	5/18/16
Town of Emerald Isle	NC	6/30/16
Town of Carolina Beach	NC	6/30/16

Town of Wrightsville	NC	6/30/17
City of Wilmington	NC	6/22/16
Cameron County- TXDOT	TX	5/1/17
City of Oyster Creek	TX	12/31/16
City of Beaumont	TX	7/14/18
Treasure Island	FL	8/27/16
Ramsey County	MN	9/1/18
Harris County	TX	12/31/16

Tipton F. Rowland
Chief Executive Officer
281-731-4398

TFR Enterprises, Inc

(1989-Present)

Mr. Rowland acquired his grandfather's company (Robinson & Son Tree Service, Memphis, TN) in 1988 and incorporated the company as TFR Enterprises, Inc. in 1989. A disaster services division was added in 1992 to include, debris management following a disaster event such as hurricanes, floods, ice storms, tornados and earthquakes. Projects that have been undertaken and successfully completed under his supervision on Disaster Response Projects include; Vegetative and C&D Debris Removal from Rights-Of-Way, and from Streams and Canals, Temporary Debris Storage and Reduction Site (TDSRS) management, Hazardous Tree Trimming and Removal, Vegetative Debris Incineration (both open burn and air curtain), Vegetative Reduction by Grinding, Private Property Debris Removal (PPDR) and Demolition of Structures. Mr. Rowland has overseen 150+ separate Disaster Response Projects, funded by the Federal Emergency Management Agency (FEMA) exceeding \$200M. By providing "hands-on" oversight as president and Chief Executive Officer of TFR Enterprises, Inc. he has successfully performed as damage assessment evaluator, cost proposal estimator, project supervisor, safety and compliance officer, and has assisted in interacting with local government officials in developing debris management policies in compliance with State and Federal (FEMA) reimbursement regulations.

As President and Chief Operating officer of TFR Enterprises, Inc., Tipton has secured a \$250M pre-event Disaster Response contract with the USACE for the State of California, Oklahoma, Texas and Arkansas.

The Bastrop Complex Fire project On September 4, 2011, a destructive wildfire ignited 34,000 acres destroying over 1,600 homes and 1.5 million trees were burned beyond survival in Bastrop County Texas. Mr. Rowland. Submitted a sealed bid to the County and was selected, by unanimous vote of the Commissioners Court, to perform the disaster recovery efforts in Bastrop County. TFR was specifically contracted to prepare and manage two TDSR sites, perform removal of 44,000 hazardous trees, collecting and hauling over 612,000 cubic yards of debris, which includes over 100,000 tons of C&D (mostly reinforced concrete rubble from slabs, rock & brick veneer, and cinder blocks), TDSR management, reduction of all vegetative debris collected by grinding and final disposition of all material generated and collected by this wildfire disaster. The work was performed throughout the burn scar for County and TxDOT road right of ways, and work was also performed on private property through FEMA's Private Property Debris Removal (PPDR) program. Total contract value was over \$12,200,000 and was performed in the contracted term of 12 months.

Mr. Rowland has extensive experience in all aspects of disaster response and debris management for the last 25 years with specific work history in Tree Removals on Fire Disasters and Private Property Debris Removal and his staff and team that he has built over the last 25 years can efficiently manage all operational, administrative, financial, quality control and health and safety factors of the contract.

Storm Experience

- (2014) NCDOT & SCDOT Ice Storm
- (2013) Colorado Floods, Oklahoma Tornado, South Dakota Ice Storm, Arkansas Ice Storm
- (2012) Arkansas Ice Storm, Hurricane Sandy, Oklahoma Tornado, Connecticut Winter Storm
- (2011) Bastrop County Wildfire, Hurricane Irene, Oklahoma Wind Storm
- (2010) Oklahoma Tornado, Maryland Snow Storm
- (2009) Arkansas Ice Storm
- (2008) Hurricane Irene, Hurricane Dolly
- (2007) Oklahoma Ice Storm, Missouri Ice Storm
- (2006) New York Ice Storm
- (2005) Hurricane Wilma, Hurricane Rita, Hurricane Katrina
- (2004) Hurricane Ivan, Hurricane Charley, Hurricane Frances, Hurricane Jeanne
- (2003) Diseased and Burned Tree Removal California, Hurricane Isabel, Hurricane Claudette, Texas Floods
- (2002) North Carolina Ice Storm, Hurricane Lili, Tropical Storm Isadore, Texas Floods, Oklahoma, Missouri, and Kansas Ice Storm
- (2001) West Virginia Floods
- (2000) Georgia, Oklahoma, Arkansas, and Texas Ice Storm
- (1999) Hurricane Floyd, Oklahoma Tornados
- (1998) Hurricane Georges, Hurricane Bonnie, Georgia, Ohio, and Arkansas Tornados, New York Windstorm
- (1996) Hurricane Fran



Robert D. Day
Senior Operations Manager

1118 Pine Portage Loop, Leander, Texas 78641
Phone: (678) 249-8324 Fax: (512) 528-1942 E-Mail: bobbyd@tfrinc.com

Mr. Day has over 25 years of experience in management and supervision of emergency debris removal, reduction by grinding, hazardous tree removal/trimming, land clearing and demolition contracts. He is a dedicated professional that has managed more than \$100 million dollars in debris management projects.

Experience

TFR Enterprises, Inc., Operations Manager

1998-Present

- Mr. Day successfully manages all aspects of operations on disaster response projects, which includes all equipment leasing, purchasing, repairs and maintenance, hiring and training of qualified personnel including lodging, transportation, payroll timesheets and job costing activities. Mr. Day is also vastly experienced in meeting all industry requirements of FEMA, OSHA, DOT and Departments of Environmental Quality. He establishes, procures/leases, and develops site plans for TDSRS (Temporary Debris Storage and Reduction Sites) for all contracts with this requirement and obtains all necessary permits for usage. He expediently and effectively closes out all jobs and manages site restoration as well. He has successfully completed over 80 disaster response contracts on 48 events while employed at TFR, with an excellent track record of exceeding schedule requirements and meeting budgets.

Ashbritt Environmental, Field Superintendent

1989-1998

- Managed a five-year contract that included the demolition of over 300 WWII barracks and structures, including two hospitals and above and below ground fuel tanks for the USACE in Fort Rucker, Alabama; Fort Jackson, South Carolina; Fort Benning, Georgia; Fort Bragg, North Carolina; Cherry Point NAC, North Carolina; and the Naval Air Station in Puerto Rico. Mr. Day was responsible for EPA and OSHA compliance during the execution of these demolitions. Other duties included coordinating schedules with utility companies for capping utility lines, scheduling abatement contractors for removal of asbestos and working with the Fire Department on watering down structures before demolition. Mr. Day ensured that these occupied military sites were fully restored upon completion.

Disaster Experience

The following projects Mr. Day had full authority to modify, execute, negotiate, and change contracts as well as commit TFR resources.

- (2013) Colorado Floods, Oklahoma Tornado, South Dakota Ice Storm, Arkansas Ice Storm
- (2012) Arkansas Ice Storm, Hurricane Sandy, Oklahoma Tornado, Connecticut Winter Storm

- (2011) Bastrop County Wildfire, Hurricane Irene, Oklahoma Wind Storm
- (2010) Oklahoma Tornado, Maryland Snow Storm
- (2009) Arkansas Ice Storm
- (2008) Hurricane Irene, Hurricane Dolly
- (2007) Oklahoma Ice Storm, Missouri Ice Storm
- (2006) New York Ice Storm
- (2005) Hurricane Wilma, Hurricane Rita, Hurricane Katrina
- (2004) Hurricane Ivan, Hurricane Charley, Hurricane Frances, Hurricane Jeanne
- (2003) California Diseased Tree Removal, Hurricane Isabel, Hurricane Claudette, Texas Floods
- (2002) North Carolina Ice Storm, Hurricane Lili, Tropical Storm Isadore, Texas Floods, Oklahoma Ice Storm, Missouri Ice Storm, Kansas Ice Storm
- (2001) West Virginia Floods
- (2000) Oklahoma Ice Storm, Arkansas Ice Storm, Texas Ice Storm, Georgia Ice Storm
- (1999) Hurricane Floyd, Oklahoma Tornado
- (1998) Hurricane Georges, Hurricane Bonnie, Georgia Tornado

Education and Training

- DOT- Safety Management
- DOT- Supervisor Drug and Alcohol Training
- TEEX- Work Zone Traffic Control
- CPR First Aid Certified
- OSHA 40- HAZWOPER
- OSHA 2264- Confined Space Entry
- CDL License



Sharon Lyell

7503 White Oak Dr., Lago Vista, TX 78645

512-576-3000

Sharon@TFRinc.com

PROFESSIONAL EXPERIENCE

Quality Control Manager - Project Manager - May 2006 -Current

TFR Enterprises, Inc - Disaster Response Division

Leander, Texas

- Responsible for corporate quality control procedures, measures, inspections, documentation, corrective actions and process improvements. Responsible for managing and training personnel on operational procedures and safety procedures.
- Responsible for contract compliance and data accuracy on all FEMA funded projects from initial review of contract, throughout operations to final completion including ticket data management, invoicing, sub-contract compliance and payments, inspections and daily reporting, damage claim tracking and resolution
- Project Administrator, responsible for human resources, equipment resources, job scheduling, sub-contractor compliance and job cost accuracy and contract and environmental compliance (TDRS permitting) on all projects
- Cross-trained in all aspects of accounting from multi-state certified payroll, payroll tax filings, accounts payable, receivable, invoicing, financial statement reviews, job profit analysis and fleet management/disposition

Project Administrator - Quality Assurance Technician, June 1988 to May 2001

Fisher Rosemount - Process Control Systems

Austin, Texas

- Product Quality Assurance Manager, responsible for release of new product line, certifying knowledge of field representatives and technicians to sell product. Audited new product release for quality throughout sales, engineering, purchasing, operations, scheduling, and factory acceptance by customer.
- Quality Team Lead - Set up process measures for the purpose of process improvements. Audited Bill of Materials for accuracy and submitted Engineering changes when necessary. Audited Manufacturing Procedures for accuracy and revised as needed. Put measures in place for lead times on make to stock assemblies, and build to order assemblies. Formally documented revision controlled procedures for assembly and test for 280 make to stock assemblies. The deliverables for these efforts include reducing lead-time on systems by 50% with a savings of more than \$1.2M.
- Quality Assurance Inspector - Defined routings for 1800 make to order assemblies to route material/orders through eight departments on the manufacturing floor, which included calculating lead times. During this time I was also responsible for assuring that manufacturing was ready for ISO 9001 Certification. I researched, developed and revised process and department documents in manufacturing including the department manuals, which led to a successful ISO 9001 certification.

SPECIFIC PROJECT EXPERIENCE

- (2014) NCDOT & SCDOT Ice Storm - Disaster Response for Emergency Debris Removal contract, managed quality control of Department of Transportation contract execution, interface with Project Supervisors, audited ticket and invoice data for accuracy, ~\$11M
- (2013) Colorado Floods - Emergency Debris removal due to major flood events in Boulder County, Weld County, Larimer County and Longmont including management of demolition of structures and contract compliance and documentation of demolitions
- (2013) South Dakota Ice Storm, Emergency Hazardous Hanging Limb and Tree Removal and Reduction by grinding operations - project administration and quality control from notice to proceed throughout final project close out. Responsible for damage claims tracking and resolution documentation with area residents and City Engineer.
- (2012) Arkansas Ice Storm, - worked with Saline County as liaison with FEMA representatives as the County was monitoring the project internally. Documented and audited all ticket data for accuracy and completion. Verified and monitored all sub-contractor requirements and contract requirements. Stayed on site through final acceptance of project
- (2012) Hurricane Sandy, Oklahoma Tornado, Connecticut Winter Storm - Project administration disaster response debris removal and hazardous limb and tree removal
- (2011) Bastrop County Wildfire, -Debris and tree removal ~\$12M, managed all aspects of quality on project, on site for 11 months. Worked directly with County Engineer on contract requirements, daily reporting of operations, also worked with EPA throughout the project to stay in compliance with additional procedures due to an endangered species of toad, which required additional training and documentation, this occurred after the start of the contract. Also managed all PPDR's, this contract added Private Property Debris Removal due to the extent of fire damaged dead or dying pine trees posing imminent danger to residents. I added additional training of all personnel and sub-contractors performing PPDR's to ensure FEMA and OSHA compliance. Also responsible for monitoring, inspecting, recording, reporting and invoicing all hourly work performed under the contract
- (2011) Hurricane Irene, Oklahoma Wind Storm - Debris and tree removal, project administration, ticket data, invoicing, sub-contract compliance and payment applications
- (2010) Oklahoma Tornado - Debris and Tree Removal, Project Administration from kick-off through final audit, trained County on truck certifications and ticket completion requirements
- (2010) Maryland Snow Storm - Managed snow removal project with Maryland Highway Administration, daily reporting and data auditing, invoicing and reconciliation
- (2009) Arkansas Ice Storm - Debris and tree removal, project administration
- (2008) Hurricane Ike, - Project Administration and Quality Control, Debris and tree removal and trimming, debris reduction and haul-off, Fort Bend County, TX, managed all ticket data for \$22M project with over 60 sub-contractors and more than 500 truck certifications, managed weekly payout to subs and employee payroll, all invoicing and quality assurance on all debris hauling and hazardous limb and tree removal data and reconciliation. Managed infrastructure damage claims and resolutions and trained all debris removal personnel on special awareness of potential damage to sidewalks, gas lines, fiber optic lines, etc that may not be visible as the debris pile may be hiding them. Provided daily reports to County officials of quantities of debris hauled, from which sectors, to which TDRS it was delivered, quantities and location of all tree removals and quantities of debris reduced and hauled off.
- (2008) Hurricane Dolly - Project Administration and Quality Assurance on debris and hazardous limb and tree removal in eight counties from project kick-off to completion. Guided municipalities

on broadcasting Public Notices to residents on proper ROW debris placement to avoid damage to utilities, sidewalks, curbs, etc.

- (2007) Oklahoma Ice Storm, Missouri Ice Storm -Disaster response debris removal, managed all aspects of project, over 2,000,000 CY of debris reduced by grinding
- (2006) New York Ice Storm - Project Administration on teaming agreement for Erie County Debris removal and hazardous limb and tree removal contract, invoicing and reconciliation

EDUCATION AND TRAINING

- | | |
|--|---------------------------------|
| • Austin Community College | Negotiating Skills |
| • 68 hours completed / GPA 3.78 | Time Management |
| • B/S Computer Science (undergraduate) | Project Management |
| • 2001-2005 | Interpersonal Skills Training |
| | Influencing Others |
| • Bryan Institute | Communicating Skills |
| • St. Louis, Mo | Dimensional People Skills |
| • Computer Technology 1987 | 10 Steps to Quality Improvement |
| | Zero Defects |
| | Quality Education Systems |
| • Pattonville High School | Microsoft Office Suite |
| • St. Louis, Mo. 63114 | OSHA 30 |
| • Graduated 1985 | APICS |
| | Oracle |
| • Austin School of Real Estate –Loan Officer | C, C++ programming |
| | DOT Compliance |



Tiffany Wilkes
Contract Administrator/Quality Control/Project Management
2800 S. Lakeline Blvd, Cedar Park, TX 78613 (512) 565-0710

Ms. Wilkes has provided contract administration, quality control, quality assurance, and project management to debris removal projects since 2008. Ms. Wilkes is responsible for bid and contract documentation and management. She has also served as quality control and project manager during Hurricane Sandy and the devastating tornado that impacted Norman Oklahoma in 2013. In conjunction with securing more than 50 pre-position contracts, Ms. Wilkes played a vital role in securing two (ACI) Single Award Task Order Contracts (SATOC) for Debris Management Services with the USACE that total more than a billion dollars.

Professional Experience

- **(2015) Texas Floods-** Contract management for disaster debris removal services on the right-of-way in Hays and Caldwell Counties, in conjunction with cleanup efforts for TXDOT in Bastrop, Williamson, Travis, Hays, Caldwell, and Lee Counties.
- **(2015) Tennessee Ice Storm-** Responsible for contract management with the City of Monterey, Putnam, and Overton Counties. Contracts totaling more than \$1 million dollars.
- **(2014) NCDOT Ice Storm-** Responsible for contract management with NCDOT in both Davidson and Guilford Counties. Contracts totaling more than \$9 million dollars.
- **(2013) Oklahoma Winter Storm-** Responsible for contract management, quality assurance and client liaison for the City of Norman.
- **(2013) Colorado Floods-** Responsible for contract management, quality assurance, and client liaison for five concurrent projects totaling \$1.5 million dollars.
- **(2013) Oklahoma Tornadoes-** Responsible for project management, quality control, and quality assurance for the City of Norman and Cleveland County simultaneously.
- **(2013) South Dakota Winter Storm-** Responsible for contract management of five projects totaling more than \$2 million dollars.
- **(2013) Arkansas Winter Storm-** Contract management, quality assurance, and client liaison for Garland and Saline Counties. Project totaling \$2.5 million dollars.
- **(2012) Hurricane Sandy-** Project manager, quality assurance, and client liaison for seven projects simultaneously.
- **(2012) Oklahoma Tornado-** Responsible for contract management and client liaison for the City of Norman.
- **(2012) Connecticut Winter Storm-** Contract management for the Town of Southbury

- **(2012) Texas Wildfires-** Contract management, quality assurance, client liaison, and data management for Bastrop County and Texas Department of Transportation. Projects totaling \$13.1 million dollars.
- **(2011) Maryland Winter Storms-** Contract management for Charles County and the State Highway Administration.
- **(2011) Oklahoma Wind Storm-** Contract management and client liaison for the City of Norman.
- **(2010) Maryland Snow Storm-** Contract management for the City of Baltimore.
- **(2009) Arkansas Ice Storm-** Contract management for the City of Rogers.

Education and Training

Bachelor of Arts in History, December 2007
Texas A&M University, College Station, Texas
Minor: Political Science

FEMA IS-00001 “Emergency Manager: An Orientation to the Position”
FEMA IS-0005 “An introduction to Hazardous Materials”
FEMA IS-00100 “Introduction to Incident Command System”
FEMA IS-00200 “ICS for single Resources and Initial Action Incident, ICS-200”
FEMA IS-00800 “National Response Framework, An Introduction”

DOT Compliance “Supervisor Drug and Alcohol Training”
DOT Compliance “Overview and Audit Survival”

Project Management- 6 Hours Continuing Education
USACE- Construction Quality Management for Contractors

GC License for the State of Alabama
GC License for the State of Arkansas
GC License for the State of Mississippi
GC License for the State of Tennessee
GC License for the State of West Virginia

Training and Experience

In addition to the over 200 years of combined experience and varying degrees (including Accounting, Administration, Chemistry and Geology) of the company's key personnel, TFR's disaster response team includes a variety of skills and certifications including NIMS certification, Safety Certifications (OSHA), Environmental Certifications (Asbestos Removal, RCRA, Hazwoper) and FEMA training (TAC Inspector).

FEMA & OSHA CERTIFICATIONS Currently held by TFR Staff

FEMA #IS-00001 Emergency Manager: An Orientation to the Position
FEMA #IS-00005 An Introduction to Hazardous Materials
FEMA #IS-00035 FEMA Safety Orientation
FEMA #IS-00100 Introduction to Incident Command System
FEMA #IS-00200 ICS for Single Resources and Initial Action Incident
FEMA #IS-00212 Introduction to Unified hazard Mitigation
FEMA #IS-00700 National Incident Management System (NIMS) An Introduction
FEMA #IS-00800 National Response Framework, An Introduction
FEMA #IS-00909 Community Preparedness Implementing Simple Activities for Everyone

FMCSA- Development of DOT-Required Safety Management Controls
FMCSA- Supervisor Drug and Alcohol Training

TEEX 16-Hour Work Zone Traffic Control
TEEX 4-Hour Train-the Trainer Flaggers

Texas Department of Public Safety #G202 Debris Management
Project Management Workshop 6-Hour

USACE- Construction Quality Management for Contractors

State of Louisiana General Contractors License #59763
State of Arkansas General Contractors License #0341960516
State of Mississippi General Contractors License #21154-SC
State of Alabama General Contractors License #50551
State of Tennessee General Contractors License #69209
State of Florida General Contractors License #CRC1331035

References

1. North Carolina Department of Transportation

Mr. Brad Wall, Division Maintenance Engineer
1584 Yanceyville Street, Greensboro, NC 27415
P: (336) 487-0000
E: bwall@ncdot.gov
Contract Term: 03/2014-06/2014
Contract Amount: \$7,672,890.00
Description of Work: Performed debris removal services resulting from 2014 Ice Storm (**estimated 445,000cy**)

2. Saline County, Arkansas

Mr. Marty Polk, Road Superintendent
2000 U Street, Benton, AR 72015
P: (501) 317-2402
E: mepolk@sbcglobal.com
Contract Term: 03/2013-05/2013
Contract Amount: Approximately \$2,146,000.00
Description of Work: Performed debris removal and disposal services resulting from 2013 Ice Storm (**estimated 124,000cy**)

3. Bastrop County, Texas

Mr. Mike Fisher, Emergency Management Coordinator
806 Water Street, Bastrop, Texas 78602
P: (512) 848-6693
E: emc@co.bastrop.tx.us
Contract Term: 09/2011-09/2012
Contract Amount: Approximately \$13,100,000.00
Description of Work: Performed debris removal, reduction, and disposal services resulting from 2011 Wildfires (**estimated 700,000cy**)

4. City of Norman, Oklahoma

Mr. Greg Hall, Street Superintendent
201 West Gray, Norman, OK 73069
P: (405) 329-2524 F: (405) 292-9722
E: greg.hall@normanok.gov
Contract Term: Pre-position contract that TFR has held with the City since 2009. TFR has been activated on this contract on five separate disasters. (2015, 2014, 2013, 2012, 2011, 2010)
Contract Amount: Approximately \$1,755,944.00 throughout the term of the contract
Description of Work: Provided debris removal services resulting from tornados and ice storms

5. Fort Bend County, Texas

Mr. Marc Grant, Road Commissioner
PO BOX 148, Richmond, TX 77406
P: (281) 342-4513
E: grantmar@co.fort-bend.tx.us
Mr. Scott Wiegat, Road and Bridge Special Projects Coordinator
P: (281) 238-3607
E: scott.wiegat@fortbendcountytexas.gov
Contract Term: 09/2008-12/2008
Contract Amount: Approximately \$10,000,000.00
Description of Work: Performed debris removal, reduction, and disposal services resulting from Hurricane Ike (**estimated 800,000cy**)



Office of Saline County Judge Lanny Fite
Saline County Courthouse, Room 117
200 N. Main St., Benton, AR 72015
501.303.5640 • lanny.fite@salinecounty.org • Fax 501.303.5682

July 17, 2013

Tipton Rowland
TFR Enterprises, Inc.
601 Leander Drive
Leander, Texas 78641

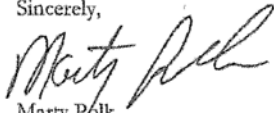
Dear Tipton Rowland:

Please accept this letter as a sincere expression of thanks for the excellent service that your company and staff provided to the citizens of Saline County in the removal of vegetative debris resulting from our December 2012 ice storm.

The professionalism displayed throughout the contract evidences the highest quality of service, machinery, and personnel.

Please feel free to have future clients contact myself or my staff for a recommendation of TFR Enterprises, Inc. and the services they provide.

Sincerely,



Marty Polk
Saline County Road Department Superintendent



Bastrop County
Engineering Department
806 Water Street
Bastrop, Texas 78602
512.581.7176

RE: Letter of Recommendation – TFR Enterprises, Inc.

To Whom It May Concern

On September 4, 2011, a wildfire ignited in Bastrop County and became the most destructive single wildfire in Texas history. 34,000 acres were burned; 1,667 Homes destroyed; 5,000 people were displaced from their homes; two people lost their lives, and 1.5 million trees were burned beyond survival.

As we began our recovery efforts after the fire, we recognized that debris removal would be one of the initial tasks in the recovery efforts, and that it would be a monumental task, the scope of which had never been experienced by our county.

Bastrop County received sealed proposals from eight (8) nationally known debris removal contractors. We reviewed and scored the proposals and then conducted personal interviews with four (4) of the contractors. TFR Enterprises, Inc. (TFR) was selected with a unanimous vote from both the contractor selection committee, and the Bastrop County Commissioners Court.

TFR mobilized immediately and helped in the development and preparation of our temporary debris management sites. TFR removed large quantities of vegetative and construction and demolition debris from our public road right of ways, and mitigated the threats to public safety by cutting and removing dangerous standing trees, from both public and private properties.

TFR responded to our request for them to employ as many local people as possible for their debris removal operations. TFR's commitment to hire locally helped keep some of the disaster debris removal funds circulating in our local economy.

The debris removal operation for Bastrop County was unique in that almost the entire burn scar area is located within the critical habitat of a Federally listed endangered species, and therefore, U.S. Fish & Wildlife and FEMA were involved in the daily operations of tree & debris removal.

We are fortunate to have TFR as an experienced contractor, with an abundance of specialized equipment and an experienced management staff helping us with our recovery efforts. I am thankful for all that TFR has done to help Bastrop County in our recovery efforts, and I am pleased to provide this endorsement and recommendation to others that are in need of the services TFR provides.

Sincerely,



Ronnie Moore, P.E.
Bastrop County Engineer
Ronnie.moore@co.bastrop.tx.us



**The City of
NORMAN**

201 West Gray, Bldg. A • P.O. Box 370
Norman, Oklahoma 73069 • 73070

PUBLIC WORKS DEPARTMENT

ENGINEERING DIVISION

Phone: 405-366-5452
Fax: 405-366-5418

July 14, 2010

Mr. Tipton F. Rowland, President
TFR Enterprises, Inc.
601 Leander Drive
Leander, TX 78641

Re: May 10, 2010, Debris Removal, Norman, OK

Dear Mr. Rowland:

The debris removal project in Norman, Oklahoma is complete. The Oklahoma Department of Environmental Quality has inspected both the debris management site and the farm that received the chips. Both sites were approved. I want to congratulate you on a job well done. The entire project went very smoothly. Mr. Art Auville did a great job. He was very accommodating to me and did everything I asked of him. He even gave me an up close and personal tour of the grinder. All your employees performed very well. I hope we don't have another disaster but if we do, I know TFR will do a great job. Thank you.

Sincerely,



Bob Hanger, P.E., CFM
Storm Water Engineer

BH:tf



COUNTY JUDGE
Fort Bend County, Texas

Robert E. Hebert
County Judge

(281) 341-8608
Fax (281) 341-8609

February 27, 2009

Mr. Tipton F. Rowland
President/Chief Executive Officer
TFR Enterprises, Inc.
601 Leander Driver
Leander, Texas 78641

Dear Mr. Rowland:

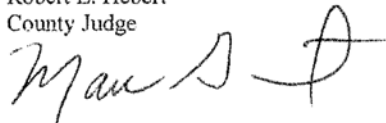
We want to take the opportunity to personally express our thanks for your efforts during and after Hurricane Ike. Your assistance in the debris removal was truly appreciated.

Each and every person's hard work was necessary and vital to restore order and bring our community back to normal. Arthur Auville's special expertise and commitment were essential to our recovery and we want you to know how much we appreciate TFR Enterprises for the professional services provided.

Sincerely,



Robert E. Hebert
County Judge



Marc Grant
Road & Bridge Commissioner



Jeff Braun
Emergency Management Coord.

cc: Arthur Auville

Training Sessions and Tabletop Exercises

Preparation is the be-all of good emergency management. As such, TFR offers annual on-site training and tabletop exercises for all Clients wishing to participate. Usually lasting 4 to 5 hours, TFR conducts the training service in the months preceding Hurricane Season on simulated events developed by TFR. In the past, we have offered this value-added service to Clients to familiarize ourselves with key emergency management officials and local agencies designated to the project. TFR believes understanding the needs of the local officials allows us to tailor-make a debris management plan that best suits the community.

With TFR's expertise and guidance, together, the City and TFR will develop a complete, full service debris management plan that anticipates encumbrances, highlights transparency, emphasizes expediency, and forces accuracy. The preparation and experience gained during our training exercises will position local officials to respond quicker and realize full FEMA reimbursement. Additionally, by identifying key elements, such as TDSRS and Staging locations, TFR can better rapidly mobilize to ensure an efficient response immediately following the storm.

TFR's training session focuses heavily on the following topics:

FEMA Guidelines and Policies

This portion of the training is billed "How Best to Maximize Your Federal Reimbursement." We walk through, step-by-step, the FEMA *Public Assistance Program* from the Disaster Declaration by the President to submittal of the "Letter Requesting Project Closeout." TFR will inform the City of topical and current FEMA guidelines and policies that are affecting the reimbursement process. Additionally to benefit the City and familiarize officials with federal documentation and expectations, TFR will review and analyze a FEMA Reimbursement Submittal from a current client that received full funding. This portion of the training is customized to fit the knowledge and expertise of the local officials, however, in every training session we stress key elements of the process outlined below:

- Review and recommendations for *Request for Public Assistance Form*
- Training of personnel of federal expectations in Project Worksheets (PW)
 - Review scope of work justifications including narratives, fiscal documentation, and
 - Analyze accepted content documentation of completed projects, including photo documentation, invoices, etc.
 - Review supporting documentation for PW's for accuracy.
 - Familiarize the City with each individual projects and deficiencies of the file, and scope of work as relating to the PW, D.1 and D.3 reports
- Review and identification of eligible equipment, labor and contracts, accurate unit costs and scope of work.
- Review and analyze of the utilization of Force Account Equipment, Force Account Materials and Force Account Labor practices for reconciliation with Work Orders and Equipment Codes
- Review and recommendations for *Force Account Labor Summary Record*, *Force Account Equipment Summary Record*, and *Contract Work Summary Record*
- Review and analysis of documentation program in keeping with FEMA reimbursement guidelines:
 - Update existing documentation and record keeping systems as to comply with federal reporting and record keeping, or;

- o Propose record keeping and documentation system that will comply with federal reporting and record keeping requirements.
- Provide training and orientation to clerical and department heads on required documentation quality and quantity requirements
- Examine the reconciliation of invoices to appropriate Purchase Orders and PW's scope of work.
- Examine status reports and PW tracking through State and Federal Agencies.
- Review the organization and preparation of invoices, cancelled checks, contracts, public notices, bid tabulations, force account labor and equipment information summaries with easy reference tabs, attached in document format, to coincide with the guidance documents utilized by FEMA inspectors
- Examine the drafting and final submittal of the "Letter Requesting Closeout"

Temporary Debris Storage and Reduction Site Location and Testing

In conjunction with the City, TFR seeks to aid officials in the selection and qualification of Temporary Debris Storage and Reduction Sites. Identification and selection of an appropriate TDSRS is vital to the efficiency, cost control and overall safety of the debris management process. The FEMA 325 *Debris Management Guide* outlines the selection of a TDSRS through the following:

- 1) Consideration of public lands; avoidance of costly land leases from privately-held property
- 2) Identification of existing disposal or recycling facilities in close proximity to the disaster area
 - a. Analyze possible capacity issues
- 3) CLIENT-owned property easily and cost-effectively repaired (example – parks, vacant lots or sports fields)
- 4) State-to-CLIENT or County/City-to-CLIENT Agreements for public land use
- 5) Privately-owned property providing suitable capacity, low lease cost and low remediable cost

In past planning sessions, TFR and City officials have scoured potential areas locating and qualifying numerous TDSRS through a stringent identification process. Examining the layout of the City, possible high volume areas and environmental impact, TFR and City officials can establish probable locations that best suit the debris management effort. After sites have been identified, historical information is pulled to ensure compliance with the National Historic Preservation Act and soil and water samples are collected to file with State Environmental Protection Agencies. Coupled with TFR's unique ability to operate 8 concurrent TDSR Sites with Company-owned Diamond Z 1463 Tub Grinders, the qualification process of logistically, geographically and environmentally appropriate TDSR Sites is key in the efficient, rapid mobilization effort TFR can offer.

Sectoring of the City

TFR strongly recommends the City develop and review sector maps for the debris management plan. If requested, TFR will assist in the establishment of emergency routes with a pivotal focus on immediate need facilities. TFR prioritizes certain immediate need facilities, including CLIENT's EOC, government buildings, hospitals and FEMA Distribution Centers, to employ a rapid 70-hour "Push" to secure the facility access. Following the establishment of emergency routes, TFR and City officials will review preliminary sector maps and designated TDSR Sites for debris collection. Our goal is to develop sector

maps that retain flexibility post-storm to ensure efficient allocation of resources to debris-ridden areas while emphasizing safety to our crews and the community.

Additional issues to be discussed during the tabletop exercise:

- Identify potential disaster threats by examining similar jurisdictions
- Introduction of Project Management Team
 - Roles and responsibilities of key members of TFR
 - Roles and responsibilities of key member of the City
- Review of overall Debris Management Plan for the City
 - Analyze pre-strike procedures, staging locations, mobilization plan and response times
 - Review 70-hour “Push” efforts and immediate need facilities to the community
 - Examine hauling plan and sectoring information for efficient response
 - TDSRS Management Plan, including ideal locations, site plan and potential environmental issues
- Participation goals for local, Disadvantaged Business Enterprises and vendor firms
- Review of various public information strategies
- Examine past projects and lessons learned



CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016
Prepared by: K. Van Stavern
Department: Code Enforcement/
Development Services

Agenda item: 10c
Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding ratifying the City Manager's approval of a Change Order to the demolition contract, previously awarded to Grant Mackay, Inc., for 1101 Delmar (La Marque School) in the amount of \$22,227.00.

☒ X

Attachments for reference

1. Change Order
2. Original Contract

STAFF BRIEFING:

- The change order is for the Asbestos Inspection, Survey and Abatement at the La Marque School located at 1101 Delmar.
- Due to the urgency of the demolition project, the City Manager authorized the contractor to hire a company to perform the survey and abatement process at a cost that exceeded the original demolition contract.
- Although cost of services is within the City Manager's approval authority, the City Manager requests that City Council ratify the decision to proceed, due to the amount of the contract.

HISTORY:

- Successful contractor based the original bid and contract on verified information that LMISD was to have performed an asbestos survey and abatement of the structure several years prior to purchase by the new owner.
- However, only a portion of the structure was surveyed and abated.
- The State of Texas required a new Asbestos Inspection and Survey to be completed and abatement of any asbestos found.

TARGET IMPLEMENTATION: Already Completed

SIGNIFICANT ACTION DATES:

- **March 3, 2016** – Asbestos Inspection and samples taken.
- **March 7, 2016** – Samples analyzed by APASI Lab
- **March 10, 2016** - Analysis and report completed
- **March 22, 2016** – Asbestos abatement begins
- **March 26, 2016** – Abatement complete and demolition begins.
- **May 2016** – Anticipated completion of demolition project



CITY COUNCIL AGENDA FORM

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other- Change Order | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:	
Budgeted	\$0.00
Actual Bid	\$22,227.00
Estimated Expenditure	\$22,227.00
Acct. Name(s)	
Line Items #	
Other Funding	EDC funded actual Demo

STAFF'S RECOMMENDATION: Motion to ratify the City Manager's approval of a Change Order to the demolition contract previously awarded to Grant Mackay, Inc., for 1101 Delmar (La Marque School) in the amount of \$22,227.00

FISCAL IMPACT: EDC only authorized \$110,000.00 for the actual demolition project.

- Funds for the asbestos portion of the project will be transferred from the General Fund, fund balance to the Capital Improvements Fund.
- Once demolition is completed, the City will invoice the property owner (at their request) for reimbursement to the EDC and the City, of all costs within 30 days.
- If property owners do not remit payment by the 30th day, the City will place a lien on the property.



NATIONAL
DEMOLITION
ASSOCIATION



Confidential

March 24, 2016

Attention: Ms. Kathleen VanStavern

City of La Marque
1111 Bayou Road
La Marque TX 77568

RE: 1101 Delmar Demolition and Asbestos Abatement Change Order

Dear Ms. VanStavern:

We thank you again for this opportunity to offer our services to your organization. Grant Mackay Co. will perform all work as noted here-in for payment of the amounts listed in the schedule of values below.

1101 Delmar Change Order	Cost	10% Mark-Up
Asbestos Survey and Report	\$ 4,170.00	\$ 4,587.00
Air Monitoring	\$ 5,300.00	\$ 5,830.00
Asbestos Abatement	\$ 9,600.00	\$ 10,560.00
Non-Friable Asbestos Disposal	\$ 1,250.00	\$ 1,250.00
Sub Total Asbestos	\$ 20,320.00	\$ 22,227.00
Original Bid	\$ 109,999.89	\$ 109,999.89
GRAND TOTAL	\$ 130,319.89	\$ 132,226.89

The above costs are broken out below more thoroughly:

- ASE Initial Survey and Report - **\$4170.00**. See vendor quotes provided.
- The Asbestos Survey, Reporting and Air Monitoring are costs provided from ASE Services and are marked up 10%;
 - Asbestos Specs and Bid Walk- \$500.00
 - NESHAP Air Monitor during abatement- \$600/Day @ 4 Days
 - Air Monitoring during Demo- \$600/Day @ 4 days
 - Total was **\$5300.00**
- We conducted a bid for asbestos abatement and awarded the abatement to the lowest successful bidder Sitek Omni @ **\$9600.00** for 4 days. We have also marked this up 10%;
- ASE will conduct Air Monitoring during the 4 days of asbestos abatement and four days of demolition;
- We have accounted for an additional 10 loads of Asbestos Containing Material for non-friable materials in areas where it is not safe to abate prior to demolition. The additional \$6.25 is the added cost to dispose asbestos construction debris.
 - Additional 200 CY X \$6.25 = **\$1250.00**

Please let us know if you any questions or need additional clarifications.

Sincerely,

Brice Ebersole
Project Manager / Estimator
Grant Mackay Co, Inc.
281.995.8077
brice@grantmackayco.com

Accepted:

The above prices, scope of work, and EXCLUSIONS are satisfactory and are hereby accepted. Once bid is accepted, this bid becomes part of the contract.

Buyer: City of La Marque

Signature: [Signature]

Date: 03/31/2016

Confirmed:

Grant Mackay Co Inc.

Authorized
Signature: [Signature]

Estimator:
4/1/16



CITY OF LA MARQUE

CONTRACT FOR SERVICES

DEMOLITION OF STRUCTURES, CLEAN UP & DEBRIS REMOVAL

This agreement is entered into between the City of La Marque, located in Galveston, County Texas, and D.B.A. Grant Mackay Company Inc. (CONTRACTOR) for the demolition, rubbish, trash, debris, clean up and removal of the following properties as herein described.

DEMO ORDER	ADDRESS	PARCEL #	DEMO BID
1.	1101 DELMAR, LA MARQUE, TEXAS 77568	R197284	\$109,999.00

Contractor is engaged in the business of demolition and clearing services. Contractor submitted a qualified bid for the demolition, rubbish, trash and debris removal within the city limits of The City of La Marque, Texas as described in awarded bid, LM 06-16, attached hereto, which is a bid accepted by the City of La Marque. In consideration of the terms and other good and valuable consideration, the contractor and the City of La Marque mutually agree as follows:

1. Contractor agrees to furnish labor materials and equipment necessary to demolish, grade, fill, clean, landfill costs, labor, supervision, and removal of waste, hazardous materials, trash, rubbish and debris, and clearing of residential, commercial and vacant lots, travel cost and fees required to complete the requested service as described in the awarded bid, LM 02-16, in a timely manner for the amount of compensation as described in the accepted bid. Contractor fully agrees to comply with all aspects of the bid specifications described in LM 02-16 and this contract.
2. Demolition: It is the contractor's responsibility to follow all City, State and Federal Guidelines in regards to hazardous materials, such as, but not limited to, lead based paint or asbestos that may be present in these structures. All work shall be performed in accordance with all Local, State and Federal regulations in addition to the following:
 - a. Conduct asbestos inspections and abatements as required per Texas Department of State Health Services where applicable by TDSHS regulations, *ABATEMENT COSTS WILL BE DEALT WITH AS A CHANGE ORDER. NM*
 - b. Obtain all necessary permits, (permit fees are waived by the City of La Marque for this property only.)
 - c. Capping of all water line and sewer line and removing private gas lines at the property line by a licensed plumber.
 - d. Demolish and remove all structures and foundation.
 - e. Remove:
 - All trash/debris/rubbish/tree limbs, fences from the property
 - All building materials (bricks, glass, wood, metal etc) from demolition of this property must be removed completely and disposed of properly.
 - All vehicles/boats/trailers from property
 - If needed mow all grass and weeds.
 - Remove all fencing surrounding the school except where clearly marked by Code Compliance Supervisor to remain.
 - Remove flag pole.
 - f. As needed, build up lot with fill dirt particularly where structures are removed
 - g. Grade lot smooth for mowing and proper drainage
 - h. Due to the historical and sentimental value of this property to the citizens of La Marque the contractor will remove and secure the façade containing the school name "LAMARQUE SCHOOL" and take extreme care to preserve it without damage then place in a safe

place on the property until the City of La Marque removes it. The City asks that approximately one truck load of bricks removed during the demolition be placed at the corner of the property closest to Hwy 3, to allow a safe place for citizens to select bricks for souvenirs.

- i. Clean-ups: Clean-up services include cleaning and/or clearing activities. Cleaning activities shall include, but not be limited to, the removal of rubbish, junk, tires, scrap metal, debris, building/remodeling materials, discarded appliances, etc.; as well as all items and materials identified by the Code Compliance Supervisor as illegally dumped materials. Clearing activities shall include, but not be limited to brush clearing, removal of dead trees and tree limbs, etc. All clean-up services shall require the Contractor to pick-up and remove all litter and miscellaneous debris from the assigned Property. Upon completion, the assigned Property shall be free of litter, tire tracks, or ruts from equipment. All loose debris that falls or is thrown by equipment or personnel upon the pavement streets, sidewalks, driveways, or adjacent properties through the actions of the Contractor or his work crew shall be removed from the area. Contractor should resolve all uncertainties of questionable items and materials with Code Compliance Supervisor prior to removal of said items or materials.

Litter Removal: The Contractor shall pick-up and remove all litter and miscellaneous debris throughout the Property. The Contractor shall remove all litter from the sidewalks, and rights-of-way and properly dispose of it. Removal and disposal of litter and debris shall be the sole responsibility of the Contractor, who agrees to be responsible for all landfill fees, if any, associated with the disposal of the litter and debris. Any litter, cut or broken, during maintenance operations, shall be completely removed from the Property immediately.

3. Contractor shall be responsible for performing the work under this contract in a safe and skillful manner and shall be liable for the Contractor's own negligence and the negligent acts of Contractor's employees. The Contractor has the sole obligation to protect and warn any individual of potential hazards created by the performance of the work set forth herein. The Contractor shall, at its own expense take such precautionary measures for the protection of persons, property and the work as may be necessary.
4. The City of La Marque shall have the right of control over the manner and quality in which the work is to be done and shall not be Charged with the responsibility or preventing risk to the Contractor or Contractor's employees.
5. The Contractor shall furnish all labor, supervision, tools, machinery, equipment, materials, supplies, parts, repairs, transportation, mobilization, insurance, permits, reports, incidentals and quality control necessary to provide demolition and clean up services (including unforeseen hazards such as removal of bees and snakes). All work shall be done at Contractor's risk. The Contractor shall have equipment necessary to perform and complete all aspects of the services described herein. The Contractor shall have sufficient work force to complete the work assignments in a timely manner.
6. The Contractor shall complete and be responsible for all work as specified, indicated, or described in Contract Documents. The Contractor shall complete and be responsible for all extra work as described in this agreement. All work and materials furnished shall be in strict conformity with Contract Documents. The substantial completion of the work of the work shall not excuse the contractor from performing all the work undertaken whether of a minor or major nature, and thereby completing the project in accordance with Contract Documents. In the event that the Contractor fails to perform the work as required for final completion, the City may contract with a third party to complete the work and the contractor shall assume and pay the costs of the performance of the work specified or contemplated by the Contract Documents.
7. The Contractor's work and equipment shall comply with all local, state and federal laws, municipal ordinances and regulations. The Contractor shall remove all waste and rubbish in accordance with the City of La Marque ordinance and all laws of the State of Texas.
8. The date beginning the work request and the date for the final completion of the work are essential conditions of this agreement. The work request shall be performed and completed by **APRIL 15, 2016**. This date shall not be extended under any circumstances. Contractor shall consider allotment for bad weather that may prevent performance of the work. There shall be NO extensions to the work. The Contractor will be expected to perform services as required. The Contractor shall be prepared to perform the work in the most expedient manner possible and complete the same on or before **APRIL 15, 2016**.
9. Contractors shall insure that their vehicles used at a site will be clearly labeled with the name of their company when performing services for the City of La Marque. There shall be a minimum of one worker at each job site with the ability to communicate orally or in writing with the Code Compliance Supervisor. The Contractor shall refer any citizen question or complaints at any assigned job site to the Code Compliance Supervisor. Contractors shall maintain a courteous demeanor at all times while performing work under the City of La Marque Contract.
10. No payment will be made to the contractor until all work is approved and accepted to the satisfaction of the City of La Marque, after the approval, the invoice will be submitted and the payment will be mailed within (30) thirty business days to the contractor.

Attn: Kathleen Van Stavern
Code Compliance Supervisor
1111 Bayou Road
La Marque, Texas 77568
Office Tel. 409-938-9256
Cell Tel. 409-682-2444
E-mail k.vanstavern@cityoflamarque.org

11. INDEMNIFICATION

The contractor shall agree to defend, indemnify, and hold the City of La Marque and all of its officers, agents, employees, and elected officials whole and harmless against any and all claims for damages, costs, and expenses of persons or property that may arise out of, or be occasioned by, or from any negligent act, or omission of Contractor, or any agents, servant, or employee of

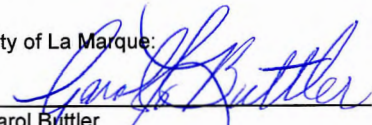
Contractor in the execution of performance of this contract, without regard to whether such persons are under the direction of City agents or employees. The contractor shall further agree that it shall at all times exercise reasonable precaution on behalf of, and be solely responsible for, the safety of its officers, agents, employees, subcontractors, licensees, invitees, and other persons, as well as their property, while in the vicinity where the work is being done. It is expressly understood and agreed that City shall not be liable or responsible for the negligence or other fault of Contractor, its officers, agents, employees, subcontractors, licensees, invitees, or other persons associated with Contractor.

The contractor shall acknowledge to defend, indemnify, and hold the City and all of its officers, agents, employees, and elected officials whole and harmless from all claims growing out of any demands of subcontractors, laborers, workers, mechanics, material men, and furnishers of supplies, equipment, financing, or any other goods or services, tangible or intangible. When the City so desires, Contractor shall furnish satisfactory evidence that all obligations of the nature described here have been paid, discharged, or waived.

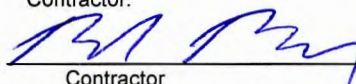
12. The Contractor will indemnify the City of La Marque against any and all liability, losses fines or judgments including costs, attorney fees and other expenses for death or injuries to persons or property arising out of or in connection with Contractor's performance of the described duties. The City of La Marque will give the Contractor prompt written notice if any demand, claim, or suit against the City of La Marque, and Contractor shall have the right to compromise or defend the matter to the extent of the Contractor's own interest.
13. Employment of Contractor shall commence on FEBRUARY 23, 2016 and the contract shall remain in full force until **APRIL 15, 2016**, at which time this contract will expire. All work must be completed and approved by the City of La Marque Code Compliance Supervisor in writing, via e-mail, prior to the expiration date.
14. The City shall have the right to order the work of the contractor and/or any of his employees and subcontractors wholly or partially to be stopped immediately under any or more of the following conditions:
 - The work may be ordered to be stopped immediately if in the judgment of the City, any of the work being done is not in strict accordance with this agreement;
 - The work may be ordered to be stopped immediately if there is any legal action such as, but not limited to injunctions received by the City, or ordered by the City of La Marque Building Standards Commission, or City of La Marque City Council, or any other body having jurisdiction; or
25. This contract represents the entire agreement between the Contractor and the City of La Marque. It is the intention of the parties that this contract supersedes any and all prior verbal or written agreements or understandings between the parties relating to the employment of Contractor for the purposes stated. The parties of this contract acknowledge that they have read, understand and agree to the terms and conditions of this agreement. The Contractor may not assign or otherwise transfer this agreement or any rights or obligations here under without the prior written consent of the City of La Marque. It is agreed and understood that this agreement may be executed in a number contracts of the same for the same work for the City of La Marque with other Contractors.

Read, understood and accepted on this 21 ^{MARCH} of ~~February~~ 2016

City of La Marque:


 Carol Buttler
 City Manager

Contractor:


 Contractor
 Grant Mackay Company Inc.



CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016
Prepared by: Charlene Warren
Department: Administration/
Development Services

Agenda item: 10d
Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding award of Bid #LM 06-16 to **BTLS** for Lawn Care Maintenance of City Parks in the amount of \$18,620.00.



Attachments for Reference

1. **Bid Tab**
2. **Park Maps**

STAFF BRIEFING:

- The City of La Marque desires to project a manicured appearance at its parks.
- Our parks are essential to attract families to our City and are one of the few amenities that make us a desirable place to reside.
- Maintaining staffing levels at Public Services continues to present a challenge.
- Staff who are assigned to lawn care of City parks are often reassigned to handle more pressing issues in other areas such as utilities and/or street maintenance.
- Contracting lawn care services for City parks would allow the current mowing crew to focus on other high-priority areas, such as maintenance of ditch lines.
- Outsourcing the mowing of City parks is preferred due to the level and age of equipment, as well as lack of staffing.
- Funding of this project can be accomplished through not filling three vacancies.
- Finance Director has reviewed and provided guidance for the City staff's bid.
- There were three (3) bids solicited as well as a legal ad placed in the Galveston County Daily Newspaper that ran twice in a fifteen (15) day period (4/20/2016 and 4/27/2016).
- A notice was posted on the City of La Marque web site.
- Four (4) interested vendors attended the pre-bid conference on April 27, 2016.
- Of responses submitted, three (3) qualified bids were received.
- Please see the enclosed bid tabulation for bid results.
- The bid amounts are based on specifications supplied by the City of La Marque.
- Staff recommends awarding the bid for LM 06-16 Lawn Care Maintenance of City Parks to BTLS, the lowest qualified bid meeting specifications.

HISTORY:

- Historically, City Public Works had a fully staffed and equipped Parks Division.
- Through attrition over time, the Division evolved to a crew of 2-3 employees.

TARGET IMPLEMENTATION: May 10, 2016



CITY COUNCIL AGENDA FORM

SIGNIFICANT ACTION DATES:

Legal Ad placed April 20, 2016

Legal Ad placed April 27, 2016

Bid Opening May 4, 2016

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Award of Bid | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:	
Budgeted	\$0.00
Actual Bid	\$18,620.00
Estimated Expenditure	\$18,620.00
Acct. Name(s)	Repair & Maintenance
Line Items #	01-3020-12-00-LNDSCP-20
Other Funding	\$0.00

STAFF'S RECOMMENDATION: Motion to award Bid #LM 06-16 to BTLS for Lawn Care Maintenance of City Parks in the amount of \$18,620.00.

FISCAL IMPACT: Funding of this project can be accomplished through not filling three (3) vacancies.

BID TAB - LM 06-16
Lawn Care Maintenance of City Parks

V E N D O R S		PARKS/FIELDS												TOTAL	
		Bayou City	Bird Sanctuary	Highland Bayou Park	Highland Bayou Ballfield (1)	Jaycee	Lagana	MLK, Jr.	Mahan Park	Mahan Ballfields (4)	Walter Feigle	Westlawn	Welcome Sign	NOTE: *Based upon 19 services for the remainder of FY 2016.	Bid Bond
	Yellowstone	228	361	64144	3610	3382	6954	2223	27816	9937	931	2964	798	\$ 123,348.00	Yes
	BTLS	380	380	7600	380	760	1140	760	4180	1520	380	760	380	\$ 18,620.00	Yes
	The Grass Barbers	1140	1140	7600	1425	2470	2850	1710	5700	5700	1140	1710	1140	\$ 33,725.00	Cashier's Check
	Staff Expense (Annual cost: \$173,813.84/12= \$14,844.49 per month; 5 remaining months for FY16.													\$ 72,422.43	

bing maps

Notes

Type your notes here



Bayou City
Park: 217 Bayou



Bird Sanctuary 317 Bayou

bing maps **Highland Bayou Park:**

1801 Gulf Fwy, La Marque, TX
77568

Type your notes here.



1 bid — without ball park field
1 bid — only ball park field (#1)

bing maps *Jaycee Park:*

2706 Magnolia Dr, La Marque, TX
77568

Type your notes here.



bing maps *Lagana Park:*

1322 Yupon St, La Marque, TX
77568

Type your notes here.



bing maps *Martin Luther King Park:*

416 Apricot St, La Marque, TX
77568

Type your notes here.



bing maps *Mahan Park:*

2701 Woodland St, La Marque,
TX 77568

Type your notes here.



1 bid - without ball fields
1 bid - only ball fields (#1-4)

bing maps *Walter Feigle Park :*

1009 Bayou Rd, La Marque, TX
77568

Type your notes here.



bing maps *Westlawn Park :*

3010 Melody Dr, La Marque, TX
77568

Type your notes here.



bing maps

Notes

Type your notes here

Welcome Sign
Hwy. 3 @ Poplar





CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016

Agenda item: 10e

Prepared by: Carol Buttler

Reviewed by: Carol Buttler

Department: Administration

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding authorizing the City Manager to continue an agreement with special legal counsel for a personnel related investigation at a cost not to exceed \$35,000.

☐

Attachments for Reference:

STAFF BRIEFING:

- Initially, when special legal counsel was hired for services, anticipated total expenses was unknown.
- Based on expenses to date, for an investigator and special legal counsel, costs are anticipated to exceed \$25,000.00 (beyond City Manager's approval authority).

HISTORY

- This firm has been hired in previous years to handle special personnel related investigations.

TARGET IMPLEMENTATION: May 9, 2016

SIGNIFICANT ACTION DATES:

N/A

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other – Legal Services | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:	
Budgeted	0.00
Actual Expenses	\$18,000.00 To date
Estimated Expenditure	\$35,000.00
Acct. Name(s)	Legal Services
Line Items #	01-4042-99-00
Other Funding	0.00

STAFF'S RECOMMENDATION: Motion to authorize the City Manager to continue an agreement with special legal counsel for a personnel related investigation at a cost not to exceed \$35,000.

FISCAL IMPACT: Council was requested to approve additional funds to allow for these expenses.



CITY COUNCIL AGENDA FORM

Meeting Date: May 9, 2016

Prepared by: Carol Buttler

Department: Administration

Agenda item: 10f

Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding the purchase of a new brush truck through the BuyBoard in the amount of \$147,982.00.

X

Attach for reference

1. Letter of Intent to BuyBoard Vendor
2. Brochure

STAFF BRIEFING:

- Due to the myriad of issues with Republic Services concerning regular and heavy brush pick up, Mayor requested the City Manager to have staff research other options.
- Currently, the City Manager and staff are considering a new solid waste contract for negotiations, which could exclude brush pick up responsibility and costs.
- A Letter of Intent was submitted to a BuyBoard vendor to obtain a firm quote and reserve the vehicle for production.
- Two (2) employees would need to be hired/dedicated to operate the brush truck full time.
- This purchase was discussed with the Finance Director to determine availability of funds.
- The Sanitation Fund, fund balance has enough reserves to absorb the cost of a new brush truck as a one-time expenditure.
- However, reserves do not exist to absorb recurring costs for employees, which will be budgeted from Public Services Department.

HISTORY:

- Issues with brush pick up have been more noticeable the past couple of years.
- Republic Services has requirements that

TARGET IMPLEMENTATION: July 2016

SIGNIFICANT ACTION DATES:



CITY COUNCIL AGENDA FORM

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other | |
| ☒ Mark if this item does not conflict with any Resolution, Ordinance or City Charter, policies, procedures | |

Cost Details:	
Budgeted	0.00
Actual Bid	\$147,982.00
Estimated Expenditure	
Acct. Name(s)	Sanitation
Line Items #	
Other Funding	

STAFF'S RECOMMENDATION: Motion to approve the purchase of a new brush truck through the BuyBoard in the amount of \$147,982.00.

FISCAL IMPACT:

\$147,982.00 for the vehicle from the Sanitation Fund

\$60,000.00 for two (2) employees including benefits (estimate) from the Public Services Department

CITY OF LA MARQUE, TX

✦ GATEWAY TO THE GULF ✦



May 5, 2016

Jeffrey W. Davis
Heil of Texas
5900 Wheeler
Houston, Texas 77023

Re: Buy Board Purchase
Diesel Cab and Chassis with 28 Yd Dump Body and Grapple

Mr. Davis:

Per your conversation and email dated April 25, 2016, the City of La Marque is issuing this Letter of Intent to Purchase the above referenced unit. It is our understanding that the new unit will be identical to the unit quoted to La Marque under Buy Board Contract #430-13 (copy attached), with the following exceptions.

- 28 yard dump body instead of 24 yard.
- Includes safety valve bank cover not included in original quote.
- Estimated delivery to City of La Marque end of July 2016.

Per the attached quote from Freightliner of Austin, the price for the replacement unit will be the same, a total of \$147,982.00. A Purchase order will be provided in this amount payable to Freightliner of Austin.

If I can answer any questions, please give me a call.

Les Rumburg
Director of Public Services





FREIGHTLINER OF AUSTIN

1701 Smith Rd. (Hwy. 183 So.)
Austin, Texas 78721

Bus: 512-389-0000
FAX: 512-389-2663
Wats: 1-800-395-2005

INV.

PURCHASING NAME

City of Lamarque

ADDRESS

CITY

TELEPHONE

STATE

ZIP CODE

I/We Hereby Purchase from You, Under the Terms and Conditions Specified, the Following:

YEAR	MAKE	MODEL/BODY	VIN	LICENSE PLATE
2016	FREIGHTLINER	M2106	ORDER	

A documentary fee is not an official fee, a documentary fee is not required by law but may be charged to buyers for handling documents and performing services relating to the the closing of a sale. Buyers may avoid payment of the fee to the seller by handling the documents and performing the services relating to the closing of the sale. A documentary fee may not exceed \$50.00. This notice is required by law.

MILEAGE:

BUY BOARD CONTRACT #430-13

CHASSIS SELLING PRICE

\$ 73,286.00

PETERSEN TL3 PER ATTACHED SPEC

\$ 74,696.00

CUMMINS 280HP 660 LB/FT
33K GVW

El cobro documental no es un cobro oficial. El cobro documental no es un requisito bajo la ley, pero se le puede cobrar. Al comprador por el rendimiento de los servicios relacionados con la completacion de la venta y por completar los documentos. El comprador puede evitar el pago al vendedor de este costo si el comprador mismo se encarga de manejar los documentos y de los servicios necesarios para la completacion de la venta. El cobro documental no puede sobrepasar los \$50.00 (U.S.) Este aviso es requerido bajo la ley.

Disclaimer of Warranties

Any warranties on the products sold hereby are those made by the factory. The Seller, Freightliner of Austin, hereby expressly disclaims all warranties, either expressed or implied including any implied warranty of merchantability or fitness for a particular purpose, and Freightliner of Austin, neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this vehicle.

CUSTOMER SIGNATURE

SALESMAN SIGNATURE KEVIN KRIEG

CONTRACTUAL DISCLOSURE STATEMENT FOR USED VEHICLE ONLY. *The information you see on the window form for this vehicle is part of this contract. Information on the window form overrules any contrary provisions in the contract of sale. *

MILEAGE: TRADE-IN

YEAR	MAKE	MODEL/BODY	VIN	LICENSE PLATE
------	------	------------	-----	---------------

MILEAGE: TRADE-IN

YEAR	MAKE	MODEL/BODY	VIN	LICENSE PLATE
------	------	------------	-----	---------------

		TOTAL	\$ 147,982.00
PAYOFF TO:		Trade Allowance	N/A
ADDRESS:		Trading Difference	N/A
TELEPHONE: / FAX:		Sales Tax	N/A
GOOD UNTIL:		Vehicle Inventory Tax	N/A
QUOTED BY:		License Fee	N/A
SHOW LIEN TO:	Body Type:	Documentary Fee	N/A
ADDRESS:	License Wt.:	Federal Excise Tax	N/A
	State Insp.:	TOTAL SALE PRICE	\$ 147,982.00
DATED:	LIEN AMOUNT \$	License:	Payoff on Trade
DRAFT FOR \$		Title:	Ext. Service Agreement
DRAFT THRU:		Transfer:	Less Deposit
ADDRESS:		Total Balance Due	\$ 147,982.00

Full disclosure required by federal regulation "Z", The Consumer Protection Act and The Texas Consumer Credit Code, will be made prior to consummation of a credit sale. This written order comprises the entire agreement pertaining to this purchase and no other agreement of any kind, verbal understanding or promise whatsoever, will be recognized. It is expressly agreed that the purchaser acquires no right, title or interest in or to the property which he agrees to purchase hereunder until such property is delivered to him/her and either the full price is paid in cash or satisfactory deferred payment agreement is executed by the parties hereto, the terms of which shall thereafter be controlling, and a clear title is furnished to dealer for the used cars or trucks involved, if any. THIS IS NOT A CONDITIONAL SALES CONTRACT, BUT IS A BUYER'S ORDER. All new vehicles carry the standard factory warranty. It is understood there is no guarantee on the above described new or used vehicle

TBS/TBH

STANDARD & HEAVY DUTY BODIES



SOLID BODIES FOR DEMANDING JOBS

Both our TBS and TBH bodies are built to withstand heavy use, so you can haul brush, concrete, or even cars without a second thought. Unrivaled durability means fewer maintenance headaches, less downtime, and more work done.

- ◉ **Dump 40,000 pounds**
A hoist that can dump 4x the legal payload
- ◉ **Bodies That Take a Beating**
Heavy gauge steel, and a unique design that uses the floor to reinforce the sides
- ◉ **Minimize Human Error**
Positive locking mechanism keeps the barn doors shut tight



American born. American made.
Efficient, dependable one-man operations for secure solid waste removal. Revolutionizing grapple trucks since 1957 and home to the original, industry-defining Lightning Loader®.

WE BUILD LEGENDS.



CITY OF LA MARQUE INTER-DEPARTMENTAL COMMUNICATION

**To act in the best interest of the City
To consistently demonstrate respect to Staff
To invest our resources effectively for our future
To handle our disagreements/conflicts in a
Respectful manner that keeps our Image
Positive with the public and each other**

TO: Honorable Mayor Hocking and City Councilmembers
FROM: May 9, 2016
SUBJECT: City Manager Report- April 2016 Activity

a. Judicial

- See report attached.

b. Police

• **Staffing Levels**

There are four (4) vacancies in the Telecommunications Section with one (1) Telecommunicator in training. Three (3) employment applications have been vetted and are in the final the process for employment. If all three candidates are selected for employment, that will leave the Telecommunications Section with one remaining vacancy. Employment applications will be processed until the vacancy is filled.

- The police department sworn police personnel level has one (1) vacancy.

• **Training**

The following individuals attended training during the month of March:

- Officer Santos K9 in the Court Room Training – 8hrs
New Supervisor Course – 24hrs
- Officer Johnson K9 Encounters – 8hrs
- Sergeant Samuelson New Supervisor Course – 24hrs
- Officer Smith K9 Encounters – 8hrs
- Officer Anders K9 Encounters – 8hrs

• **Operations**

On the morning of Tuesday, April 19th 2016, the La Marque Police Department participated in a multi-agency tribute memorial to Chief Larry E. Crow. Chief Crow served as Chief of Police for the La Marque Police Department, as well as City Councilmember and Mayor of La Marque. After his retirement from the City of La Marque, he went on to serve as a reserve peace officer in Texas City and as a Sergeant in the City of Hitchcock. He then moved to Quitman, Texas where he served as a peace officer and City Council Person.

- **Overtime Utilization**

The Police Department has one Peace Officer vacancy and four (4) Telecommunicator vacancies (functionally 5 vacancies due to 1 TCO in training). Late calls, priority investigations and occasional staff shortages also contribute to overtime expenditures.

c. **Fire**

- **Personnel:**

LMFD hired two (2) employees during the month of April. One (1) civilian non-uniformed Administrative Assistant was employed to fill the vacancy created by the resignation and subsequent relocation of Amber Karshner. One (1) additional uniformed employee entered the “**Internship Program**” for subsequent certification by the Fire Commission as a structural fire fighter and State Department of Health Services as an Emergency Medical Technician.

- **Operations:**

All apparatus are currently operational. LMFD Fire Apparatus and Medic Units continue to experience an exceptionally high rate of mechanical failures and unscheduled maintenance and/or repairs due in large measure to aging of our fleet, particularly our Medic Units.

- **Training:**

LMFD currently has one (1) Fire Fighter enrolled in an EMT-Paramedic licensure program at Alvin Community College as a condition of employment, and one (1) Fire Fighter is enrolled in an EMT-Advanced licensure program at Galveston College. Completion is anticipated during the summer. Two additional employees including the newly employed Intern are enrolled in an Emergency Medical Technician-Basic online curriculum which concludes in August. Testing for all employees undergoing EMT training by the National Registry of Emergency Medical Technicians’ licensure will follow.

- **Overtime Utilization:**

Overtime is required to maintain acceptable and safe staffing levels depleted by scheduled and/or unscheduled leaves of absence, training, special work assignments, and ongoing vacancies not yet filled by fully certified personnel.

FY 2016 YTD: \$106,312.09

April MTD: \$23,947.92

- **Other:**

Statistical information:

Average Response Times: 5:28

Engine Company Responses for Service:

MTD: 103

YTD: 675

Medic Responses for Service:

MTD: 177

YTD: 1,200

Mutual Aid Given and Received:

MTD Given: 13

YTD Given: 70

MTD received: 23

YTD received: 182

Detailed statistical information enclosed

d. Library

- See report attached.

e. Public Services

- **Public Works Administrative Assistant** – For the month of March, compared to last year, there was an increase in calls for water leaks, low pressure/no water, Wednesday pick-up, pot holes, ditches/drainage, Director, and community service. There was a decrease in calls for, sewer stops, leaks at the meter, Billing Department, blue cart/trash pick-up, culverts, supervisors, Inspections (Development Services), City Hall Admin Assist. and miscellaneous calls.
- **Parks** – For the month of March, compared to last year there was an increase in hours for, Police Department, Westlawn Park, Bird Sanctuary, La Marque Sign @ Hwy 3, a Marque Cemetery, La Marque property/Aid & Guidance, and there was a decrease in Bayou City Park, Highland Bayou, Lagana Park, City Hall, bus stops, Library/Walter Feigle Park, Jaycee, Martin Luther King Jr. Park, and Mahan Park. There were no pavilion rentals for the month.
- **Right-of-Way Maintenance** – For the month of March, compared to last year there was an overall decrease in hours with the exception of traffic sign repair man hours and man hours checking drains and ditches.
- **Utility 22 - Water & Sewer Maintenance** – For the month of March, compared to last year there was an increase in calls for sewer lines repaired, water leaks and lines/water/sewer locates; there was a decrease in calls for turning on/off water for citizens, sewer stops, and clean-out tops.
- **Utility 24 – Water & Waste Water** – For the month of March, compared to last year, there was an increase in man hours at well stations, chemicals used, surface water, residual samples, and dead-ends flushed; there was a decrease in rainfall, flow totals, and lift station pump hours.
- **Utility 24 – Water & Waste Water Maintenance** – For the month of March, there was an overall decrease in preventative maintenance and correct maintenance.
- **Overtime Hours:**
Public Services (Parks, Right-of-Way Maintenance & Service Center) – overtime hours for being on-call; carrying the on-call telephone
- **Department 22** – overtime hours for on call maintenance worker and operator who worked sewer stops and water leaks after hours and also for being on-call; carrying the on-call telephone
- **Department 24** – overtime hours for weekend Plant operations

f. Administration

- Held initial in-house meeting for Crimes Task Force on April 18, 2016, to determine purpose and participants. In attendance were Mayor Pro Tem Bell, City Manager Buttler, Police Chief Jackson, Police Lt. Waggoner, Police Lt. Sprull, Police Lt. Cagnon, Code Compliance Supervisor Van Stavern, EDC Director Getty, Emergency Mgmt. Coordinator Warren.

Consensus was that the primary underlying cause of crime increases are attributed to the narcotics trade.

City Council would be requested to consider approving overtime funds for Special Crimes Investigation and an additional K-9 service animal.

City Council would be requested to hold a workshop session on police staffing.

- Animal Services
See report attached

g. Financials

- See report attached

JUDICIAL DEPARTMENT

OFFICE OF COURT ADMINISTRATION
TEXAS JUDICIAL COUNCIL

Official Municipal Court Monthly Report

Month March Year 2016

Municipal Court for the City of LA MARQUE

Presiding Judge STEPHEN W. BAKER

If new, date assumed office _____

Court Mailing Address 431 BAYOU ROAD

City LA MARQUE, TX Zip 77568-4299

Phone Number 409-938-9245

Fax Number 409-935-7564

Court's Public Email r.bell@ci.la-marque.tx.us

Court's Website http://www.ci.la-marque.tx.us/

THE ATTACHED IS A TRUE AND ACCURATE REFLECTION OF THE RECORDS OF THIS COURT.

Prepared by _____

Date _____ Phone: (409) 938-9245

CRIMINAL SECTION

COURT LA MARQUE MUNICIPAL COURT				TRAFFIC			NON-TRAFFIC		
MONTH	March	YEAR	2016	NON-PARKING	PARKING	CITY ORD	PENAL CODE	STATE LAW	CITY ORD
1. Total Cases Pending First of Month:				5,910	3	6	2,227	1,871	460
a. Active Cases				1,768	3	3	364	301	172
b. Inactive Cases				4,142	0	3	1,863	1,570	288
2. New Cases Filed				448	1	1	17	30	39
3. Cases Reactivated				131	0	0	64	54	6
4. All Other Cases Added				0	0	0	0	0	0
5. Total Cases on Docket				2,347	4	4	445	385	217
6. Dispositions Prior to Court Appearance or Trial:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Uncontested Dispositions				299	0	0	54	47	6
b. Dismissed by Prosecution				50	0	0	3	4	3
7. Dispositions at Trial:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
a. Convictions:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1) Guilty Plea or Nolo Contendere				14	0	0	0	1	0
2) By the Court				0	0	0	0	0	0
3) By the Jury				0	0	0	0	0	0
b. Acquittals:				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1) By the Court				0	0	0	0	0	0
2) By the Jury				0	0	0	0	0	0
c. Dismissed by Prosecution				278	0	0	4	0	0

CRIMINAL SECTION

COURT LA MARQUE MUNICIPAL COURT				TRAFFIC			NON-TRAFFIC		
MONTH	March	YEAR	2016	NON-PARKING	PARKING	CITY ORD	PENAL CODE	STATE LAW	CITY ORD
8. Compliance Dismissals:				XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
a. After Driver Safety Course				51	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
b. After Deferred Disposition				109	0	0	6	2	0
c. After Teen Court				0	0	0	0	0	0
d. After Tobacco Awareness Course				XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	1	XXXXXXXXXXXX
e. After Treatment for Chemical Dependency				XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	0	3	XXXXXXXXXXXX
f. After Proof of Financial Responsibility				9	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
g. All Other Transportation Code Dismissals				30	0	0	4	7	2
9. All Other Dispositions				30	0	0	0	7	0
10. Total Cases Disposed				596	0	0	71	72	11
11. Cases Placed on Inactive Status				1	0	0	1	0	0
12. Total Cases Pending End of Month:				5,762	4	7	2,173	1,829	488
a. Active Cases				1,750	4	4	373	313	206
b. Inactive Cases				4,012	0	3	1,800	1,516	282
13. Show Cause Hearings Held				30	0	0	31	8	7
14. Cases Appealed:				XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
a. After Trial				0	0	0	0	0	0
b. Without Trial				1	0	0	0	0	0

CIVIL SECTION

COURT	LA MARQUE MUNICIPAL COURT		
MONTH	March	YEAR	2016
			TOTAL CASES
1.	Total Cases Pending First of Month:		0
a.	Active Cases		0
b.	Inactive Cases		0
2.	New Cases Filed		0
3.	Cases Reactivated		0
4.	All Other Cases Added		0
5.	Total Cases on Docket		0
6.	Uncontested Civil Fines or Penalties		0
7.	Default Judgments		0
8.	Agreed Judgments		0
9.	Trial/Hearing by Judge/Hearing Officer		0
10.	Trial by Jury		0
11.	Dismissed for Want of Prosecution		0
12.	All Other Dispositions		0
13.	Total Cases Disposed		0
14.	Cases Placed on Inactive Status		0
15.	Total Cases Pending End of Month:		0
a.	Active Cases		0
b.	Inactive Cases	280	0
16.	Cases Appealed:	XXXXXXXXXXXXXXXXXX	

JUVENILE/MINOR ACTIVITY
-----COURT LA MARQUE MUNICIPAL COURT
MONTH March YEAR 2016

TOTAL

1. Transportation Code Cases Filed

2

2. Non-driving Alcoholic Beverage Code Cases Filed

0

3. Driving Under the Influence of Alcohol Cases Filed

0

4. Drug Paraphernalia Cases Filed

0

5. Tobacco Cases Filed

0

6. Truancy Cases Filed

0

7. Education Code (Except Failure to Attend) Cases Filed

0

8. Violation of Local Daytime Curfew Ordinance Cases Filed

0

9. All Other Non-traffic Fine-only Cases Filed

4

10. Transfer to Juvenile Court:

|XXXXXXXXXXXXXXXXXX|

a. Mandatory Transfer

0

b. Discretionary Transfer

0

11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct)

0

12. Held in Contempt by Criminal Court (Fined and/or Denied Driving Privileges)

0

13. Juvenile Statement Magistrate Warning:

|XXXXXXXXXXXXXXXXXX|

a. Warnings Administered

0

b. Statements Certified

0

14. Detention Hearings Held

0

15. Orders for Non-secure Custody Issued

281

0

16. Parent Contributing to Nonattendance Cases Filed

0

ADDITIONAL ACTIVITY

XX	TOTAL	
14. Cases in Which Fine and Court Costs Satisfied by Community Service:	XXXXXXXXXXXXXXXXXXXX	
a. Partial Satisfaction	0	
b. Full Satisfaction	10	
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit	68	
16. Cases in Which Fine and Court Costs Waived for Indigency	1	
17. Amount of Fines and Court Costs Waived for Indigency	\$460.10	
18. Fines, Court Costs and Other Amounts Collected:	XXXXXXXXXXXXXXXXXXXX	
a. Kept by City	\$101,789.25	
b. Remitted to State	\$43,641.36	
c. Total	\$145,430.61	

Run By: r.bell
Report Type: Summary
Date Range: 3/01/2016 - 3/31/2016
Finalize Report: Yes
Correction: No

*** END OF REPORT ***

POLICE DEPARTMENT

GALVESTON COUNTY SHERIFF

Events by Nature Code by Agency

Agency: LMPD, Event date/Time range: 04/01/2016 00:00:00 - 04/30/2016 23:59:59

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
LMPD	ABANDONED VEHICLE	0	0	3	3	0%	0:02:57	0:16:28	0:31:39	2:33:14	0:51:05
	ALARM	0	0	112	112	5%	0:03:14	0:05:59	0:07:49	31:13:39	0:16:44
	ANIMAL ASTRAY	0	0	1	1	0%	0:01:47	0:02:06	0:50:13	0:54:06	0:54:06
	ANIMAL COMPLAINT DOMESTIC	0	0	16	16	1%	0:06:42	0:06:44	0:18:53	8:37:16	0:32:20
	ASSAULT	0	0	8	8	0%	0:06:48	0:03:55	0:21:14	4:15:46	0:31:58
	ASSIST CITIZEN	0	20	48	68	3%	0:05:22	0:05:27	0:13:20	24:23:28	0:21:31
	ASSIST EMS	0	0	12	12	1%	0:00:08	0:02:48	0:21:11	4:10:58	0:20:55
	ASSIST OTHER AGENCY	0	20	39	59	3%	0:03:15	0:06:30	0:19:28	24:21:37	0:24:46
	ATTEMPT TO SERVE WARRANT	0	0	1	1	0%	0:01:19	0:14:54	0:27:55	0:44:08	0:44:08
	AUTO PEDESTRIAN ACCIDENT	0	0	2	2	0%	0:01:33	0:03:59	0:15:18	0:41:40	0:20:50
	BAR CHECK	0	3	1	4	0%	0:00:04	0:00:06	0:10:11	0:41:05	0:10:16
	BURGLARY OF BUILDING	0	1	7	8	0%	0:03:34	0:13:09	0:24:53	5:19:51	0:39:59
	BURGLARY OF HABITATION	0	0	13	13	1%	0:03:26	0:04:53	0:22:59	6:47:02	0:31:19
	BURGLARY OF MOTOR VEHICLE	0	0	11	11	1%	0:13:58	0:07:56	0:21:28	7:57:16	0:43:23
	BUSINESS CHECK	0	342	26	368	18%	0:00:03	0:03:16	0:11:15	71:32:45	0:11:40
	CHILD CUSTODY	0	0	4	4	0%	0:06:32	0:03:16	0:16:51	1:43:20	0:25:50
	CIVIL MATTER OR STANDBY	0	0	32	32	2%	0:08:39	0:02:51	0:17:35	15:33:45	0:29:11
	CODE ENFORCEMENT INVESTIGATION	0	2	0	2	0%	0:00:02	0:00:00	0:04:08	0:08:18	0:04:09
	CORRECTIONS TRANSPORT	0	1	1	2	0%	0:00:16	0:00:07	1:28:15	2:56:55	1:28:28
	CRIMINAL MISCHIEF	0	1	13	14	1%	0:10:35	0:06:33	0:19:48	8:30:52	0:36:29
	DEAD ON SCENE	0	0	1	1	0%	0:11:20	0:02:56	0:50:27	1:04:43	1:04:43
	DISORDERLY CONDUCT	0	0	1	1	0%	0:10:56	0:03:52	0:23:30	0:38:18	0:38:18
	DISTURBANCE	0	1	51	52	3%	0:02:37	0:03:14	0:34:53	35:15:57	0:40:41

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	DRUNK OR INTOXICATED PERSON	0	0	10	10	0%	0:02:22	0:04:02	0:17:44	3:30:51	0:21:05
	DUP	0	0	2	2	0%	0:00:18	0:00:03	1:24:39	2:49:58	1:24:59
	FLEET ACCIDENT	0	0	1	1	0%	0:00:33	0:00:02	1:30:42	1:31:17	1:31:17
	FRAUD - FORGERY - CC ABUSE	0	0	23	23	1%	0:22:27	0:09:32	0:16:02	17:59:01	0:46:55
	FSGI ACCIDENT	0	0	6	6	0%	0:07:27	0:05:29	0:22:46	3:34:13	0:35:42
	HARASSMENT - ALL TYPES	0	0	8	8	0%	0:18:22	0:03:45	0:28:03	6:41:27	0:50:11
	JUVENILE PROBLEM	0	1	23	24	1%	0:08:21	0:07:45	0:17:58	13:29:34	0:33:44
	K-9 TRACK SUSPECT AOA	0	0	1	1	0%	0:01:01	0:13:14	0:28:49	0:43:04	0:43:04
	LOUD MUSIC OR NOISE	0	1	25	26	1%	0:06:10	0:07:14	0:07:25	8:47:50	0:20:18
	MENTAL HEALTH	0	0	14	14	1%	0:06:27	0:04:21	0:20:21	7:37:46	0:32:42
	MISCELLANEOUS	0	6	1	7	0%	0:00:03	0:00:03	0:05:19	0:37:44	0:05:23
	MISSING PERSON ADULT	0	0	2	2	0%	0:07:42	0:00:04	0:28:43	1:12:56	0:36:28
	NARCOTICS CRIMES	0	0	2	2	0%	0:00:36	0:00:08	0:17:52	0:37:10	0:18:35
	OPEN DOOR	0	2	1	3	0%	0:00:02	0:00:43	0:05:06	0:16:08	0:05:23
	OVERDOSE	0	0	1	1	0%	0:00:05	0:04:09	0:53:06	0:57:20	0:57:20
	PERSON WITH WEAPON	0	0	2	2	0%	0:01:36	0:00:39	0:19:47	0:44:02	0:22:01
	PRISONER DETAIL	0	3	23	26	1%	0:01:07	0:06:13	0:32:09	16:40:02	0:38:28
	RESIDENTIAL CHECK	0	181	3	184	9%	0:00:07	0:05:45	0:11:20	36:40:48	0:11:58
	RUNAWAY JUVENILE	0	0	2	2	0%	1:00:29	0:14:52	0:24:51	3:20:26	1:40:13
	SEARCH WARRANT	0	1	0	1	0%	0:00:02	0:02:53	0:06:59	0:09:54	0:09:54
	SEX CRIME	0	0	2	2	0%	0:03:06	0:10:52	1:28:14	3:24:23	1:42:12
	SHOTS FIRED	0	1	14	15	1%	0:01:46	0:02:55	0:43:03	11:21:05	0:45:24
	STRANDED MOTORIST	0	13	4	17	1%	0:01:52	0:04:43	0:08:56	3:09:30	0:11:09
	SUICIDE ATTEMPTED OR COMPLETED	0	0	2	2	0%	0:02:56	0:02:06	0:55:10	2:00:22	1:00:11
	SUPPLEMENTAL INFO TO PREV CASE	3	28	31	62	3%	0:05:28	0:08:46	0:17:54	26:43:44	0:27:11
	THEFT / LOST PROPERTY	0	0	54	54	3%	0:05:44	0:07:13	0:33:22	41:15:45	0:45:51

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	THREATS ALL CATEGORIES	1	0	9	10	0%	0:07:43	0:06:33	0:31:56	6:55:51	0:46:12
	TRAFFIC COMPLAINT	0	19	34	53	3%	0:05:33	0:06:26	0:16:19	21:36:27	0:24:28
	TRAFFIC STOP	1	418	1	420	20%	0:00:02	0:00:05	0:10:25	73:02:07	0:10:26
	UNCONSCIOUS PERSON	0	0	6	6	0%	0:00:08	0:02:51	0:41:52	4:29:12	0:44:52
	UNDESIRABLE PERSON	0	0	30	30	1%	0:04:36	0:04:23	0:15:21	12:10:44	0:24:21
	VEHICLE PURSUIT	0	1	0	1	0%	0:00:00	0:09:42	1:06:41	1:16:23	1:16:23
	WARRANT ARREST ON VIEW	0	5	22	27	1%	0:21:04	0:05:55	0:23:59	21:29:41	0:47:46
	WELFARE CHECK	0	2	39	41	2%	0:03:10	0:05:05	0:17:13	16:30:25	0:24:09
	Subtotals for No Summary Code	5	1073	801	1879	92%	0:05:36	0:05:10	0:27:47	633:33:09	0:37:32
	CHILD ABUSE NON SPECIFIC	0	0	1	1	0%	0:24:19	0:31:41	0:11:56	1:07:57	1:07:57
	CHILD CUSTODY	0	0	1	1	0%	0:05:17	0:03:05	0:16:25	0:24:47	0:24:47
	MISSING CHILD - NOT RUNAWAY	0	0	1	1	0%	0:00:26	0:00:01	1:38:59	1:39:27	1:39:27
	Subtotals for CAC	0	0	3	3	0%	0:10:01	0:11:36	0:42:27	3:12:11	1:04:04
	DUP	0	0	1	1	0%	0:00:09	0:02:28	0:41:04	0:43:41	0:43:41
	MAJOR ACCIDENT	0	0	11	11	1%	0:02:31	0:02:34	0:49:18	9:58:15	0:54:23
	MINOR ACCIDENT	0	1	30	31	2%	0:04:49	0:06:15	0:27:26	19:26:56	0:37:39
	Subtotals for MVA	0	1	42	43	2%	0:02:30	0:03:46	0:39:16	30:08:52	0:45:14
	RECOVERED OR FOUND PROPERTY	0	0	10	10	0%	0:05:25	0:04:46	0:18:18	4:24:08	0:26:25
	TRESPASSING	0	0	5	5	0%	0:03:10	0:06:39	0:24:16	2:50:29	0:34:06
	UNAUTH USE OF MOTOR VEHICLE	0	0	1	1	0%	0:00:24	0:00:09	0:38:45	0:39:18	0:39:18
	Subtotals for PROP	0	0	16	16	1%	0:03:00	0:03:51	0:27:06	7:53:55	0:33:16
	SUSPICIOUS CIRCUMSTANCES	0	0	25	25	1%	0:04:05	0:04:05	0:09:52	7:59:51	0:19:12
	SUSPICIOUS PERSON	0	11	21	32	2%	0:03:22	0:03:51	0:11:04	8:31:19	0:15:59
	SUSPICIOUS VEHICLE	0	15	23	38	2%	0:06:46	0:05:43	0:14:39	14:29:48	0:22:53
	Subtotals for SUSP	0	26	69	95	5%	0:04:44	0:04:33	0:11:52	31:00:58	0:19:21

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	FAMILY DISTURBANCE	0	0	9	9	0%	0:02:07	0:03:10	0:25:20	4:35:43	0:30:38
	ROBBERY	0	0	4	4	0%	0:00:58	0:00:17	0:48:13	3:17:51	0:49:28
Subtotals for VICR		0	0	13	13	1%	0:01:32	0:01:44	0:36:46	7:53:34	0:40:03
Subtotals for LMPD		5	1100	944	2049	100%	0:05:23	0:05:12	0:28:26	713:42:39	0:38:06

FIRE/EMS

NET COLLECTIONS

YEAR	2015			2016		
MONTH	10	11	12	1	2	3
	\$23,879.31	\$23,944.32	\$27,075.68	\$16,070.68	\$13,047.73	33,804.09

YEAR						
MONTH	4	5	6	7	8	9
	\$26,173.60					

YTD TOTAL: \$130,191.32

YTD FEES PAID TO INTERMEDIX-----COLLECTION RATE

DATE	PAYMENT
10/02/2015	\$595.99
11/02/2015	\$130.12
12/02/2015	\$1,680.68
01/02/2016	(\$310.61)
02/02/2016	\$174.12
03/02/2016	\$1,440.68
04/02/2016	\$863.78

YTD TOTAL: \$4,574.76
AVERAGE PYMT: \$653.54

YTD Average: 21%

***Payments to Intermedix are calculated on collections during the previous month. The amount collected and fees paid to Intermedix may or may not reflect credits, refunds, or adjustments not yet processed and posted.**

YTD RESPONSES – TOTAL CURRENT CHARGES – BILLABLE ACCOUNTS

<u>MONTH</u>	<u>YEAR</u>	<u>RESPONSES</u>	<u>NET CHARGES</u>	<u>BILLABLE</u>
10	2015	123	\$166,350.80	107
11	2015	138	\$189,498.80	125
12	2015	142	\$166,350.80	121
01	2016	119	\$139,942.60	94
02	2016	107	\$135,837.80	92
03	2016	133	\$122,534.41	110
04	2016	177	\$144,728.07	104
05	2016			
06	2016			
07	2016			
08	2016			
09	2016			
YTD TOTALS:		939	\$1,105,873.40	751

City of La Marque

Fire Department

Month: April 1st to April 30th
Year: 2016

	Current Month: 04/01/16 to 04/30/16	Current Month/ Previous Year: 04/01/15 to 04/30/15	Previous month: 3/01/16 to 3/31/16	Fiscal Year to Date: 2015-2016	Previous Year to Date: 2014-2015
Fires-	0	10	3	35	32
Overpressures/ Explosions-	0	1	0	0	1
Rescue and EMS-	169	166	168	1138	904
Haz-Mat-	2	13	3	33	39
Good Intent-	7	22	11	85	80
False Alarm-	11	9	8	65	37
Mutual Aid Received from(FIRE)-Texas City-	0				
Mutual Aid Given to (FIRE)- Texas City-	9				
Mutual Aid Received from(EMS)- Texas City-	21				
Mutual Aid Given to(EMS)- Texas City-	3				
Mutual Aid Received from(FIRE)-Bayou Vista-	0				
Mutual Aid Given to(FIRE)- Bayou Vista-	0				
Mutual Aid Received from (EMS)-Bayou Vista-	0				
Mutual Aid Given to (EMS)-Bayou Vista-	0				
Mutual Aid Rec'd (FIRE)-Galv. Fire-	0				
Mutual Aid Given to (FIRE)- Galv. Fire-	0				
Mutual Aid Rec'd (EMS)-Galv. EMS	1				
Mutual Aid Given to (EMS)-Galv. EMS	3				
Mutual Aid Rec. from(FIRE)Hitchcock	0				
Mutual Aid Given to (FIRE) – Hitchcock	2				
Mutual Aid Rec. (EMS) – Hitchcock	0				
Mutual Aid Given (EMS)-Hitchcock	0				
Mutual Aid Given to (EMS) – All Others	2				
Mutual Aid Given to (FIRE) – All Others	0				
Mutual Aid Received (EMS)- All Others-	1				
Mutual Aid Received from(Fire)- All Others-	0				

All others= Dickinson, Life Flight, PHI, Tiki Island, San Leon, Santa Fe, etc...

EMS CALL STATISTICS FY 2016-2017
La Marque Fire/Rescue

PATIENT DISPOSITION BY MONTH														
Disposition	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT		
Encounters	123	138	138	119	107	133	122							
Transports	112	121	117	95	89	120	98							
Aeromedical	0	0	0	0	0	0	0							
Dead On Scene	1	3	2	0	2	1	4							
Refusals	10	14	20	24	16	12	20							
RESPONSE TIMES PER MONTH (minutes)														
Unit Status	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT		
Dispatch - Location	5	6	5	5	5	6	5							
Location - To Hospital	15	16	15	15	18	15	17							
To Hospital - At Hospital	13	9	8	8	9	9	9							
At Hospital - In Service	28	26	27	28	32	34	31							
Location - At Hospital	28	25	23	21	26	24	24							
Dispatch - At Hospital	34	32	28	27	31	30	30							
Dispatch - In Service	59	53	51	51	58	61	55							

CALL STATISTICS 2016
La Marque Fire/Rescue

PATIENT TRANSPORTS BY RECEIVING FACILITY													
Facility Code	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOT
CStJoseph	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
MD	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
WomenTx	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
MHSE	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
UTMBHosp	4 4%	9 10%	11 9%	6 6%	0 0%								30 7%
HouMeStJon	0 0%	0 0%	2 1%	0 0%	0 0%								2 0%
MHPB	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
MHCH	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
CLRH	0 0%	0 0%	7 5%	2 2%	0 0%								9 2%
St John	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
SanJac	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%

Mainlnd	91 95%	80 89%	100 82%	90 91%	1 100%								362 89%
Bellaire	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
Hermann	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
ShrinrBH	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
Methodist	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
St Luke	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
TXChld	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
BayAreaMed	0 0%	0 0%	1 0%	0 0%	0 0%								1 0%
Methodist	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
TOTAL	95 100%	89 100%	121 100%	98 100%	1 100%								404 100%

PATIENT DISPOSITION BY MONTH													
Disposition	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOT
Encounters	119	107	135	122	1								484
Transports	95 79%	89 83%	122 90%	98 80%	1 100%								405 83%
Aeromedical	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%

Dead On Scene	0 0%	2 1%	1 0%	4 3%	0 0%								7 1%
Unfounded	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
Refusals	24 20%	16 14%	12 8%	20 16%	0 0%								72 14%

CALLS BY TIME OF DAY													
Time	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOT
0600-1159	27 22%	35 32%	37 27%	36 29%	0 0%								135 27%
1200-1759	43 36%	33 30%	47 34%	37 30%	0 0%								160 33%
1800-2359	30 25%	24 22%	34 25%	32 26%	1 100%								121 25%
0000-0559	19 15%	15 14%	17 12%	17 13%	0 0%								68 14%

PATIENT AGE BY MONTH													
Years Old	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOT
<1	1 0%	0 0%	1 0%	1 0%	0 0%								3 0%
1-8	1 0%	1 0%	5 3%	2 1%	0 0%								9 1%

9-12	0 0%	0 0%	4 2%	0 0%	1 100%								5 1%
13-17	4 3%	2 1%	1 0%	2 1%	0 0%								9 1%
18-25	12 10%	2 1%	5 3%	8 6%	0 0%								27 5%
26-50	37 31%	34 32%	33 24%	26 21%	0 0%								130 27%
51-75	38 32%	43 40%	52 38%	59 48%	0 0%								192 40%
76-100	23 19%	23 21%	34 25%	23 19%	0 0%								103 21%
>100	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%

DISPATCHED CALL TYPES PER MONTH													
Call Type	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOT
	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
Abd Pain	8 6%	1 0%	1 0%	3 2%	0 0%								13 2%
Allergic Rx	1 0%	0 0%	0 0%	1 0%	0 0%								2 0%
Animal Bite	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
Assault	3 2%	0 0%	1 0%	0 0%	0 0%								4 0%

Auto Ped	0 0%	1 0%	2 1%	1 0%	0 0%								4 0%
Back Pain	0 0%	0 0%	2 1%	1 0%	0 0%								3 0%
Burns	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
CO Poison	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
CPR	0 0%	0 0%	2 1%	1 0%	0 0%								3 0%
Cardiac	8 6%	10 9%	16 11%	16 13%	0 0%								50 10%
Childbirth	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
Choking	0 0%	1 0%	2 1%	0 0%	0 0%								3 0%
DOS	1 0%	3 2%	0 0%	2 1%	0 0%								6 1%
Diabetic	3 2%	6 5%	4 2%	7 5%	0 0%								20 4%
Drowning	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
Electrocution	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
Eye Injury	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
Falls	11 8%	10 9%	8 5%	8 6%	0 0%								37 7%

Fire/Hazmat	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
GSW/Stab	0 0%	1 0%	4 2%	0 0%	0 0%								5 1%
Headache	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
Heat/Cold	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
Hemorrhage	1 0%	1 0%	0 0%	0 0%	0 0%								2 0%
Ind Accident	0 0%	0 0%	0 0%	0 0%	0 0%								0 0%
MVA	11 8%	8 7%	8 5%	10 8%	0 0%								37 7%
Medical	26 21%	30 28%	36 26%	20 16%	0 0%								112 22%
Other	6 4%	4 3%	8 5%	3 2%	0 0%								21 4%
Overdose	0 0%	1 0%	1 0%	2 1%	0 0%								4 0%
Person Down	0 0%	0 0%	0 0%	2 1%	0 0%								2 0%
Psych	1 0%	3 2%	1 0%	0 0%	0 0%								5 1%
Respiratory	20 16%	10 9%	14 10%	16 13%	1 100%								61 12%
Seizures	7 5%	6 5%	9 6%	9 7%	0 0%								31 6%

Service Call	0 0%	0 0%	0 0%	1 0%	0 0%								1 0%
Stroke	2 1%	1 0%	3 2%	5 4%	0 0%								11 2%
Trauma	3 2%	3 2%	2 1%	5 4%	0 0%								13 2%
Unconscious	3 2%	7 6%	10 7%	9 7%	0 0%								29 5%
Unknown	0 0%	0 0%	1 0%	0 0%	0 0%								1 0%

CALL LOCATIONS BY MONTH													
Map Page	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOT
38C													
563													
563A													
565A													
699G													
736A													
736V													
737J													
737K													
737L													
737N													
737P													
737T													

737U													
737Z													
738H													
999999999													
NONE													
PATIENT 1													
PATIENT 2													

RESPONSE TIMES PER MONTH (minutes)													
Unit Status	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVG
Dispatch - Location	5	5	6	5	3								5
Location - To Hospital	15	18	15	17	18								16
To Hospital - At Hospital	8	9	9	9	11								9
At Hospital - In Service	28	32	33	31	50								31
Location - At Hospital	21	26	24	24	29								24
Dispatch - At Hospital	27	31	30	30	32								30
Dispatch - In Service	51	58	60	55	82								56

LaMarque Fire & Rescue

Incident Type Report (Summary)

Alarm Date Between {04/01/2016} And {04/30/2016}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	1	0.49%	\$0	0.00%
311 Medical assist, assist EMS crew	4	1.98%	\$0	0.00%
320 Emergency medical service, other	7	3.46%	\$0	0.00%
321 EMS call, excluding vehicle accident with	141	69.80%	\$0	0.00%
322 Motor vehicle accident with injuries	9	4.45%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	0.49%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	6	2.97%	\$0	0.00%
	169	83.66%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	2	0.99%	\$0	0.00%
	2	0.99%	\$0	0.00%
5 Service Call				
510 Person in distress, Other	1	0.49%	\$0	0.00%
531 Smoke or odor removal	1	0.49%	\$0	0.00%
550 Public service assistance, Other	3	1.48%	\$0	0.00%
551 Assist police or other governmental agency	1	0.49%	\$0	0.00%
553 Public service	1	0.49%	\$0	0.00%
554 Assist invalid	5	2.47%	\$0	0.00%
	12	5.94%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	3	1.48%	\$0	0.00%
611 Dispatched & cancelled en route	4	1.98%	\$0	0.00%
	7	3.46%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	5	2.47%	\$0	0.00%
710 Malicious, mischievous false call, Other	1	0.49%	\$0	0.00%
733 Smoke detector activation due to	2	0.99%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	0.49%	\$0	0.00%
743 Smoke detector activation, no fire -	1	0.49%	\$0	0.00%
745 Alarm system activation, no fire -	1	0.49%	\$0	0.00%
	11	5.44%	\$0	0.00%
9 Special Incident Type				

LaMarque Fire & Rescue

Unit Response Time Analysis

Alarm Date Between {04/01/2016} And {04/30/2016}

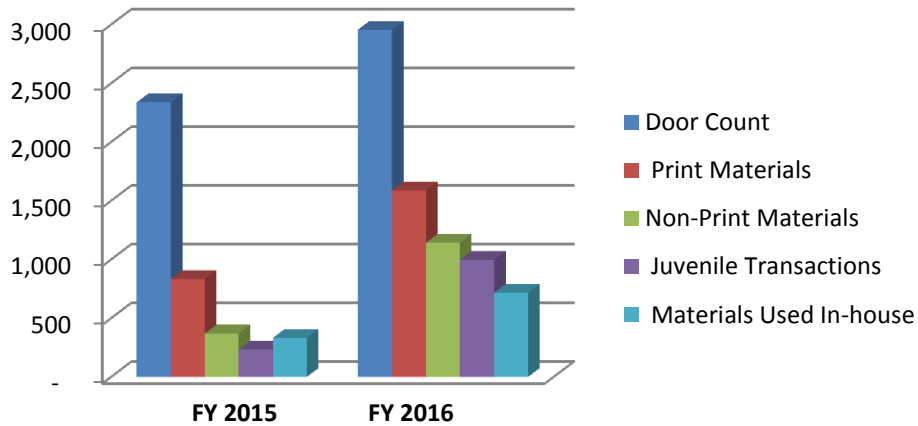
Response		Count	Percentage
Hrs	Mins		
	< 01	9	3.2%
	01	9	3.2%
	02	36	12.8%
	03	35	12.5%
	04	48	17.1%
	05	38	13.5%
	06	27	9.6%
	07	25	8.9%
	08	14	5.3%
	09	9	3.2%
	10	15	5.3%
	11	3	1.0%
	12	2	0.7%
	13	2	0.7%
	15	2	0.7%
	16	1	0.3%
	17	1	0.3%
	18	2	0.7%
	44	1	0.3%

Overall Average Response Time: 00:05:28

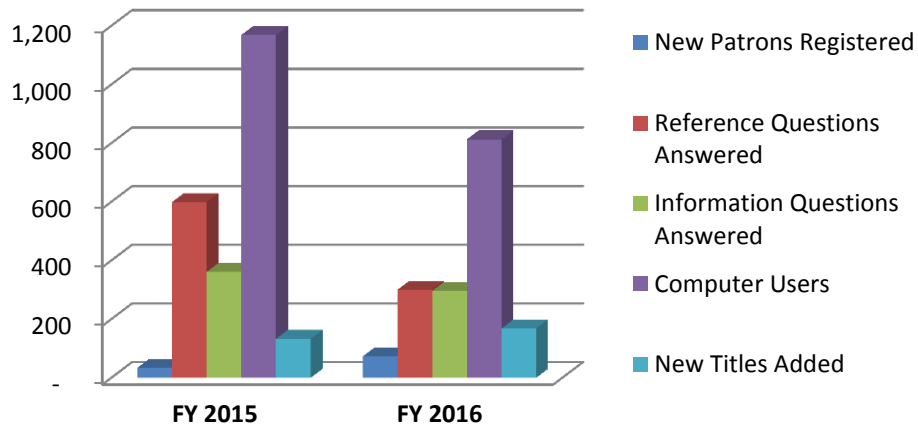
LIBRARY DEPARTMENT

La Marque Public Library
April Statistics
2015/2016 Comparisons

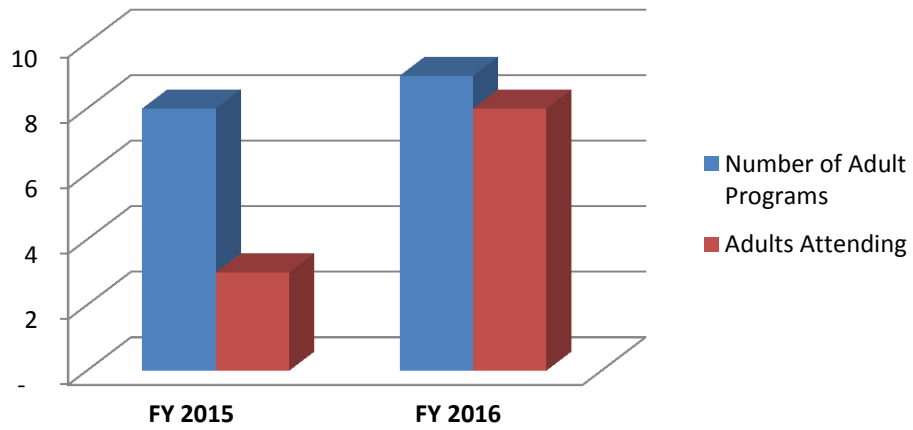
Circulation and Door Count



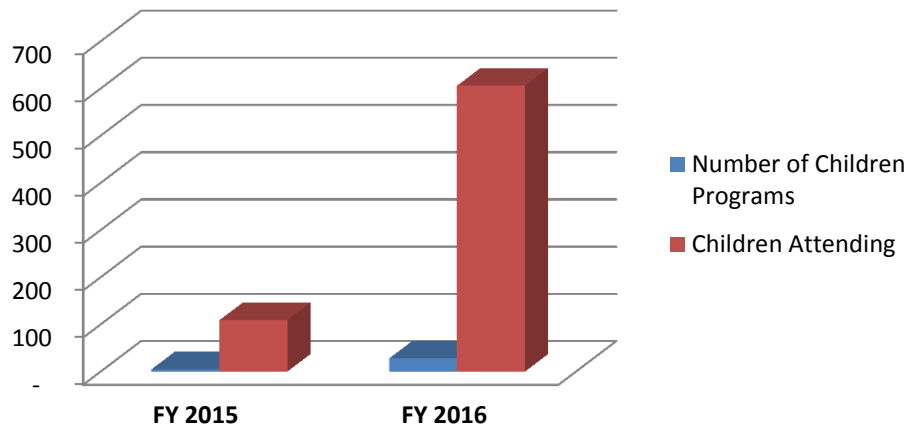
Public Services



Adult Programming

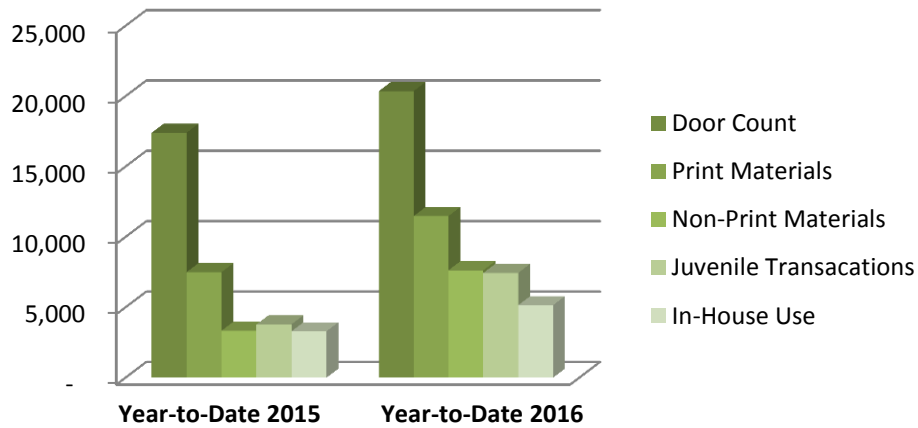


Children's Programming

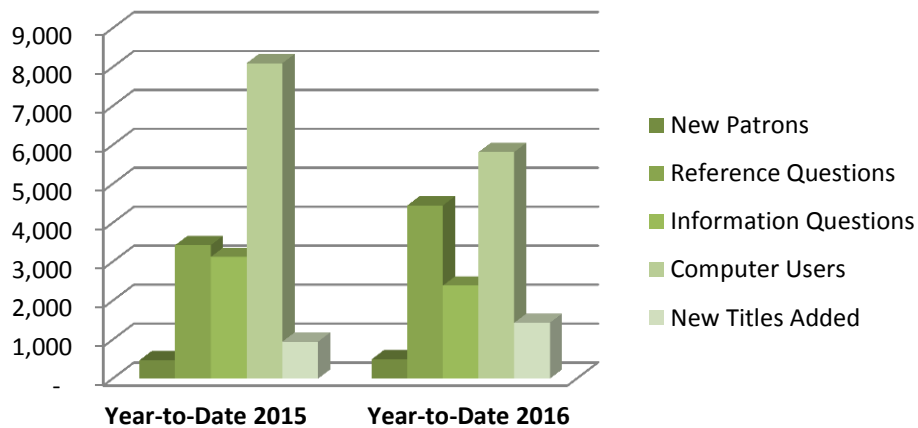


La Marque Public Library
April Year-to-Date Comparisons

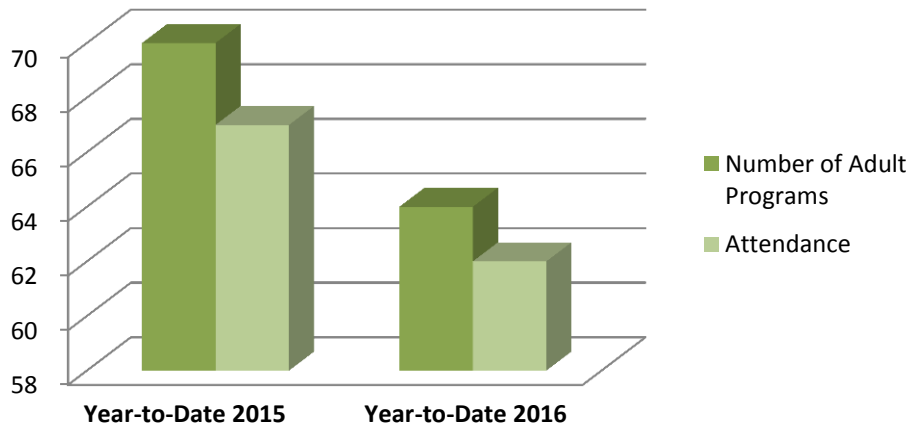
Circulation and Door Count



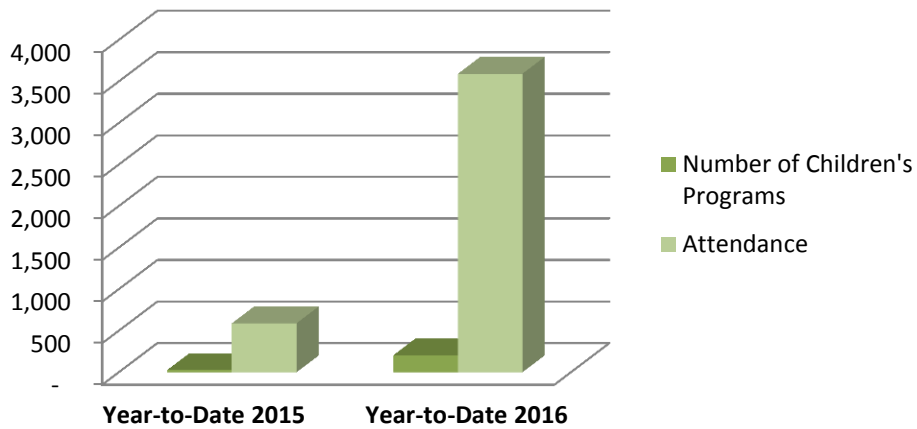
Public Services



Adult Programming



Children's Programming



La Marque Public Library

Report for March 23rd – April 20th



Mission: La Marque Public Library provides materials and services to help community residents obtain information to meet their needs: personally, educationally and professionally. Special emphasis is placed on supporting students at all academic levels to stimulate the minds of young children in reading and learning. "The Library serves as a learning and educational center for all residents of the community." (ALA Planning and Role Setting for Public Libraries, 43)

La Marque Public Library is open to the public 39 hours a week. We had a total of 2,956 visitors this month.

Our top 200 members checked out a total of 1,936 items.

This month, patrons have saved a total of \$32,927 by checking out items at LMPL.

Items

La Marque Public Library staff processed and added 168 items to our collection.

Circulation Statistics

We had 2,731 items circulate this month. Tuesdays are our busiest day of the week.

Customers borrowed 68 eBooks through our OverDrive database this month.

There are currently 750 items checked out that are not overdue.

There were 32 ILLs (Interlibrary Loans) shipped and received.

Online Catalog Use

There were 765 external searches performed via our online library catalog (Biblionix).

Computer Use

La Marque Public Library customers are allotted one two-hour session per day. Library visitors who are not cardholders are allotted one 30-minute session per day.

Guest computer log-ins are issued to community members and visitors who do not have a library card. All library visitors wishing to use the computers are asked to show proof of ID to use computers. We urge all library visitors residing in Galveston County to obtain a library card.

There were 1,113 patron log-ins. Total computer time used by patrons was 814 hours.

Customers used library computers for job searches, completing applications, writing resumes, checking email, doing homework, and for accessing various personal documents such as bank statements, tax forms, proof of insurance, legal forms, W-2s, and paystubs.

Reference Assistance

La Marque Public Library staff provides reference assistance to our patrons by answering a variety of questions. We answered 300 questions this month. Examples of the types of reference questions answered include “How do I get a library card?” and “Where can I locate divorce or tax forms?”

Staff responded to numerous requests for tax forms this month. As April 18 approached, the most popular request was for the extension form. Although the Library no longer receives paper copies from the IRS, we are usually able to locate the necessary forms for customers online and print them for .10 per page.

Volunteers

Our volunteers worked 13 hours this month. Volunteer duties included cleaning/repairing damaged dvds and books, re-shelving and straightening returned books and assistance with program preparations.

New Patrons Registered

The library added 73 new patrons (cards) this month.

Training/Professional Development

- Staff completed online training this month on teen volunteers and on managing challenging patrons
- Amy Miller and Terri Walker attended Texas Library Association's Annual Conference at the George R. Brown Convention Center in Houston April 19-22. They participated in the following professional development workshops:
 - Engaging Your Community
 - Grant Writing
 - Communicating and Proving Your Worth
 - Open Carry in Texas Public Libraries
 - Robotics / STEM Programs in the Library
 - Volunteer Services
 - Reaching Reluctant Readers

Programs/Outreach

Adult Programs - 9
of attendees - 8

Children Programs - 28
of attendees - 606

Teen Programs - 1
of attendees - 4

Meetings Attended

- Amy Miller took part in the Leadership Mainland trip to Austin on April 5-6. Attendees toured the Capitol, the Government Land Office and the Bob Bullock Museum of Texas History. They also met with Legislative officials and other leaders from the Galveston Country area.

Report updated 04/22/2016 by Tom Hansen

- Amy Miller attended the monthly meeting of Galveston County Librarians on April 12 at Helen Hall Library in League City.

Other Services

Printing

Laminating

Faxing

Copying

Library Happenings

- La Marque Public Library partnered with the Clear Lake Bay Area chapter of Jack and Jill for Spring Fling on Saturday April 2. Approximately 75 library visitors enjoyed outdoor crafts, games, lively stories and reader's theatre presentations with a spring theme. The mission of Jack and Jill is to provide cultural, educational, recreational and community service opportunities to enrich the lives of children. Since this mission is closely aligned with what the Library strives to do, we look forward to partnering with them on future programs.
- Plans have been finalized for this year's Summer Reading Program. The theme is ***On Your Mark, Get Set, Read!*** All supplemental materials have been ordered or received. Staff is working on finishing touches for graphics for reading logs, promotional bookmarks and fliers. This year's program will include components for teens and adults.

MONTH-TO-YEAR
La Marque Public Library

	MONTHLY TOTALS			YEAR TO DATE TOTALS		
Description	April FY 2015	April FY 2016	%Change 2015 vs 2016	April 2015 Previous Year	April 2016 This fiscal year	% Change 2015 vs 2016
DOOR COUNT	2,337	2,956	26%	17,409	20,368	17%
CIRCULATION						
Print Materials	834	1,588	90%	7,505	11,487	53%
Non-Print Materials	369	1,143	210%	3,343	7,641	129%
Juvenile Transactions	233	998	328%	3,796	7,447	96%
Materials Used In-house	332	716	116%	3,298	5,153	56%
PUBLIC SERVICES						
New Patrons Registered	34	73	115%	472	496	5%
Reference Questions Answered	599	300	-50%	3,429	4,449	30%
Information Questions Answered	361	296	-18%	3,127	2,392	-24%
Computer Users	1,169	813	-30%	8,102	5,821	-28%
New Titles Added	133	168	26%	950	1,435	51%
PROGRAM ATTENDANCE						
Number of Adult Programs	8	9	13%	70	64	-9%
Adults Attending	3	8	167%	67	62	-7%
Number of Teen Programs	0	1		0	1	
Teens Attending	0	4		0	4	
Number of Children Programs	5	28	460%	28	206	636%
Children Attending	109	606	456%	590	3,593	509%
Volunteer Hours	-	13		35	72	106%
Inter-Library Loan Requests	11	23	109%	153	196	28%

PUBLIC SERVICES

PUBLIC WORKS ADMINISTRATION
ACTIVITY REPORT

Cyndi Efird

2016 / March	WK 1	WK 2	WK 3	WK 4	WK 5	MONTH	March
	3/1-3/5	3/6-3/12	3/13-3/19	3/20-3/26	3/27-3/31	TOTALS	2015
Calls / Customers							
Water Leaks	3	6	11	4	6	30	22
Sewer Stops	9	18	19	11	12	69	111
Leak at Meter	0	0	3	0	0	3	6
Low Pressure / No Water	1	1	1	0	3	6	5
Dress-Ups	0	1	0	0	0	1	5
Billing Department	9	24	5	15	22	75	94
Blue Cart / Trash Pick Up	1	1	6	7	5	20	32
Wednesday Pick Up	6	13	1	16	11	47	21
Bulk Pick Up	0	0	3	0	0	3	1
Co-Compliance	0	1	0	1	0	2	3
Pot Holes	2	0	3	0	0	5	4
Street Repair	0	0	3	0	0	3	1
Driveway Repair	0	2	0	0	0	2	1
Ditch/Drainage	0	1	7	0	2	10	0
Culverts	0	0	1	1	0	2	20
Mowers / Mowing	0	0	2	0	0	2	0
Street Signs	0	0	0	1	0	1	2
Traffic Lights	0	0	0	0	0	0	0
Street Light Outage	0	0	1	1	0	2	2
Street Light Request	0	0	0	0	0	0	0
Director	7	11	0	4	3	25	14
Assistant Director	0	5	0	6	0	11	0
PW/UT Dept Supervisors	4	18	2	8	1	33	74
City Manager	0	0	0	0	0	0	0
City Hall Admin Assist.	0	0	0	0	0	0	13
Human Resource	1	1	0	0	2	4	0

PUBLIC WORKS ADMINISTRATION
ACTIVITY REPORT

Cyndi Efird

2016 / March	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	MONTH	March
	3/1-3/5	3/6-3/12	3/13-3/19	3/20-3/26	3/27-3/31	TOTALS	2015
Calls / Customers							
City Clerk	0	0	0	0	0	0	5
Inspections	1	6	2	0	1	10	13
Animal Control	0	0	2	0	0	2	2
Mosquito Spray	0	0	0	0	0	0	0
Locates	0	1	0	2	0	3	3
LM's	0	0	0	0	1	1	0
Customer at Window	8	2	6	6	2	24	36
Recycling	0	5	0	1	0	6	4
Community Service	0	4	4	2	3	13	6
Gas Company	0	0	0	0	0	0	0
Miscellaneous Calls	10	12	15	12	0	49	80
					Totals	464	580

CITY OF LA MARQUE
PARKS DEPARTMENT MONTHLY REPORT
Chaise Cary

2016 /March

PARK MAINTENANCE	WK 1	WK 2	WK 3	WK 4	WK 5	Month	2015	DESCRIPTION OF WORK
	1-5	6-12	13-19	20-26	27-31	Totals	Totals	
Bayou City Park	4	3	0		0	7	8	mowed & weed-eated
Bird Sanctuary	4	3	0		0	7	5	mowed & weed-eated
Highland Bayou Park	26	18	14		4	62	70	clean restrooms; mowed & weed-eated
Jaycee Park	0	3	0		0	3	9	mowed & weed-eated
Lagana Park	0	3	0		0	3	5	mowed & weed-eated
Martin Luther King Jr. Park	0	3	9		0	12	19	empty trash; mowed & weed-eated
Mahan Park	8	24	2		4	38	39	clean restrooms; mowed & weed-eated
Westlawn Park	0	3	6		13	22	5	empty trash; mowed & weed-eated
GENERAL MAINTENANCE								DESCRIPTION OF WORK
City Hall	0	0	0		0	0	6	
Library / Walter Feigle Park	7	0	0		0	7	9	mowed & weed-eated
Police Department	5	0	0		0	5	3	mowed & weed-eated
La Marque Cemetery	18	0	0		0	18	14	mowed & weed-eated
La Marque Sign @ Hwy 3	0	0	5		0	5	2	mowed & weed-eated
Kirsten esplanade	0	0	0		0	0	0	mowed & weed-eated
Lake Rd. / Grebb / Charity	0	0	0		0	0	0	mowed & weed-eated
LM property / Aid & Guidance	1.5	0	0		0	1.5	0	mowed & weed-eated
Bus Stops	0	0	0		0	0	5	
WEEKEND DUTIES								DESCRIPTION OF WORK
Highland Bayou Park	0	0	0	0	0	0	0	Pavilion rental clean-up
Animal Disposal-Man hours	0	2	2	0	0	4	*	
Weekly Total Hours	73.5	62	38	0	21	194.5	199	
Comments:								
*Data unavailable for 2015								
Bayou Road - 14 man hours - Railroad ROW's - 13 man hours								

RIGHT-OF-WAY & ROAD MAINTENANCE DIVISION
ACTIVITY REPORT
CHASE CARY

2016 / March

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	MONTHLY	March
	3/1-3/5	3/6-3/12	3/13-3/19	3/20-3/26	3/27-3/31	TOTALS	2015
STREETS							
Utility Patch	91	46	55	0	0	192	4
Man Hours	22	36	14	0	0	72	35
Culverts-Linear Feet Set	0	8	16	0	0	24	246
Man Hours	0	2	6	0	0	8	64
Trimming Tree Limbs-Man Hours	0	0	0	0	0	0	0
Driveway Tie In-Man Hours	0	0	0	0	0	0	0
Traffic Sign Repair - Man Hours	8	2	8	21	8	47	105
Potholes Filled	0	3	0	0	0	3	186
Man Hours	0	4	0	0	0	4	66
Repaired Driveways	0	6	0	0	0	6	0
Man Hours	0	0	0	0	0	0	0
Grading Ditch - Linear Feet Cut	0	0	0	0	0	0	0
Man Hours	0	0	0	0	0	0	0
Mowing Man Hours	0	30	0	0	24	54	22
Sweeping - Man Hours	0	21	0	0	0	21	42
Grate Repair - Man Hours	0	0	0	0	0	0	0
Weed-eat - Man Hours	2	0	0	0	0	2	42
Dress-up - Man Hours	0	0	0	0	0	0	0
Check Drains & Ditches	11	14	12	0	0	37	170
Man Hours	22	31	0	0	0	53	161
Brush/Debris Removal - Man hours	0	3	0	0	0	3	*
Hauling Dirt/Concrete - Man hours	0	0	0	0	7	7	*
Safety Meetings	0	0	0	0	0	0	0

SPECIAL PROJECTS

*Data unavailable for 2015

WATER & SEWER MAINTENANCE DIVISION
ACTIVITY REPORT
Rodney Gamble

**2016 /March
Utility 22**

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	MONTHLY	March
	3/1-3/5	3/6-3/12	3/13-3/19	3/20-3/26	3/27-3/31	TOTALS	2015
WATER							
Water leaks repaired	2	6	2	1	2	13	12
Residential Water Taps	0	0	0	0	0	0	0
Commercial Water Taps	2	0	0	0	0	2	0
Remote Read Meters Installed	0	0	0	0	0	0	0
Low Pressure City Side	0	0	0	0	0	0	0
Low Pressure Customer Side	0	0	0	0	0	0	0
Meter Boxes & Lids Replaced	0	0	0	0	0	0	0
Water Turned On/Off - Citizens	0	0	0	0	0	0	1
Rusty Water Inquires	0	0	0	0	0	0	0
Bad Taste/Smelly Water	0	0	0	0	0	0	0
Fire Hydrants							
Fire Hydrants Installed	0	0	0	0	0	0	0
Fire Hydrants Repaired	0	0	0	0	0	0	0
Fire Hydrants Serviced	0	0	0	0	0	0	0
SPECIAL PROJECTS							

WATER & SEWER MAINTENANCE DIVISION
ACTIVITY REPORT
Rodney Gamble

2016 / March
Utility 22

	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	MONTHLY	March
	3/1-3/5	3/6-3/12	3/13-3/19	3/20-3/26	3/27-3/31	TOTALS	2015
SEWER							
Sewer Stoppages Resolved	11	28	27	18	15	99	94
Sewer Lines Repaired	0	0	2	1	0	3	1
Residential Sewer Taps	0	0	0	0	0	0	0
Commercial Sewer Taps	0	0	0	0	0	0	0
Clean-Out Tops Replaced	0	0	0	0	0	0	1
Clean-Outs Installed	0	0	0	0	0	0	0
Sewer Lines Installed	0	0	0	0	0	0	0
Manhole Repaired	0	0	0	0	0	0	0
Manhole Installed	0	0	0	0	0	0	0
Lines Locate, Water & Sewer	4	27	2	3	2	38	0
Miscellaneous							
Dress-Ups	0	0	0	0	0	0	0
Saw Cuts	0	0	0	0	0	0	0
Valves Replaced	0	0	0	0	0	0	0
Total Work Orders						137	109
Projects by LF							
Feet of Water Mains Installed (LF)	0	0	0	0	0	0	0
Sewer Lines Cleaned (LF)	0	0	0	0	0	0	0
Feet of Sewer Line T.V.'d (LF)	0	0	0	0	0	0	0
Feet of Sewer Main Replaced (LF)	0	0	0	0	0	0	0
Smoke Testing Done (LF)	0	0	0	0	0	0	0
Culverts Cleaned (LF)	0	0	0	0	0	0	0

WATER & WASTE WATER
ACTIVITY REPORT
Supervisor Jason Hubbell

2016 / March	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	MONTHLY	March
Utility 24	3/1-3/5	3/6-3/12	3/13-3/19	3/20-3/26	3/27-3/31	TOTALS	2015
WWTP							
Rain Fall	0	3.1	0	0.3	0.4	3.8	9.6
Flow Total MG/D	6.562	26.342	13.636	12.034	7.667	66.241	106.074
Lb. of CL2 used	410	1585	795	690	415	3895	5,975
Lb. of SO2 used	246	887	440	387	258	2218	3,290
Plant Man Hours	42	71	57	70	65	305	342
Bio Solids Removed/Tons	0	0	0	0	0	0	0
Raw TSS Avg. mg/1						132.6	83.8
Raw BOD tes/Avg.						129	82.6
Raw Total Cu Avg.mg/l						0.389	0.0263
Raw NH3-3 Avg. mg/l						36.16	17.475
Effluent CBOD test/Avg.						7.1	2.7
Effluent TSS Avg. mg/1						7.6	2.1
Effluent NH-3N Avg.mg/L						20.191	3.613
Effluent Total CU mg/L						0.0064	0.0015
Enter. Avg. MPN/100 MI						6	4
Route Wells & Lift Stations							
Distribution System-Total Surface Water MG/D	12.436	17.664	16.953	18.273	9.89	75.216	68.419
Total Well Water MGD	0	0	0	0	0.325	0.325	0.003
Lb. of CL2 used	13	28	24	10	29	104	66
Lb. of Ammonia Used	3	7	6	2	7	25	2
Total # of CL2 Residual Samples	55	77	77	77	77	363	330
Number of Water Bacteriology Samples	0	0	15	0	0	15	15

WATER & WASTE WATER
ACTIVITY REPORT
Supervisor Jason Hubbell

2016 / March	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	MONTHLY	March
Utility 24						TOTALS	2015
Collection System - Total							
Lift Station Pump Hours	350.6	1142.2	858.9	633.3	396.7	3381.7	3765.8
Man Hours Wells Station	22.5	31.5	31.5	31.5	22.5	139.5	135
Safety Meetings	0	1	0	0	0	1	1
Dead ends Flushed	26	22	23	24	20	115	98
Fire Hydrants Weed-eated	25	20	22	24	10	101	101

CL2 = CHLORINE

MGD = MILLION GALLON DAY

SO2 = HYDROGEN SULFUR

BOD = BIOCHEMICAL OXYGEN DEMAND

CU = COPPER

NH-3N = AMMONIA

MAINTENANCE DIVISION
ACTIVITY REPORT
Jason Hubbell

2016 / March	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	MONTHLY	March
Utility 24	3/1-3/5	3/6-3/12	3/13-3/19	3/20-3/26	3/27-3/31	TOTALS	2015
PREVENTATIVE MAINTENANCE							
Lift Pumps	0	0	0	0	0	0	2
Valves	0	0	0	0	0	0	1
Electric Motors	0	0	0	0	0	0	0
Electric Panels	0	0	0	1	0	1	3
Vent Fans	0	0	0	0	0	0	0
Blowers	0	0	0	0	0	0	2
Belts	0	0	0	0	0	0	3
Floats	0	3	3	3	0	9	19
Well Sites	0	0	0	1	0	1	4
Clean Up @ Well Sites	0	0	1	0	2	3	5
Troubleshoot Problems	0	1	0	1	0	2	6
CORRECTIVE MAINTENANCE							
Replaced Belts	0	0	0	1	0	1	6
Replaced Bearings	0	0	0	0	0	0	3
Replaced Motors	0	0	0	0	0	0	0
Replaced Seals	0	0	0	0	0	0	3
Replaced Pumps	0	0	0	1	0	1	0
Replace Wear Parts	0	0	0	0	0	0	3
Replace Valves	0	0	0	0	0	0	1
Replace Floats	0	3	0	1	0	4	3
Replace Gauges	0	0	1	0	0	1	0
Replace Electrical Parts	0	1	0	0	0	1	22
Change Oil in Pumps	0	1	0	2	1	4	6
Clean Up Lift Stations	0	1	1	2	1	5	10
						33	102

SPECIAL PROJECTS

ANIMAL SERVICES

Galveston County Health District



Animal Services Division
Animal Resource Center - Monthly Report by Jurisdiction

City: La Marque
Month: Mar 2016
Completed By: Marissa Worsham

ANIMALS:**Incoming Animals: 54**

Incoming Field	18
Incoming Shelter	36

Outgoing Animals-Disposition Method: 53

Adoptions	Foster	Rescued by Group	Redeemed by Citizen	Escaped	Euthanized	Disposal Request by Owner	Quarantine Return	Died in Care
17	6	13	7	0	8	2	0	0

Includes 0
Owner
Request Euth

CALLS: 95**Average Response Time**

0:44 (hours)

0 Assist Law Enforcement

Animal Not Found
Animal Picked Up
Citation/Notice Issued
Conference w/Owner/Complainant
Return to Owner

0 Other

Animal Not Found
Animal Picked Up
Citation/Notice Issued
Conference w/Owner/Complainant
Return to Owner

5 Trap Pick Up/Drop Off

Animal Not Found
Animal Picked Up
Citation/Notice Issued
Conference w/Owner/Complainant
5 Trap Set Up/Pick up

0 Code Violation

Animal Not Found
Animal Picked Up
Citation/Notice Issued
Conference w/Owner/Complainant
Return to Owner

0 Owner Surrender

Animal Not Found
Animal Picked Up
Citation/Notice Issued
Conference w/Owner/Complainant
Return to Owner

0 Unrestrained/Property

Animal Not Found
Animal Picked Up
Citation/Notice Issued
Conference w/Owner/Complainant
Return to Owner

6 Contained by Citizen/Trap

1 Animal Not Found
5 Animal Picked Up
Citation/Notice Issued
Conference w/Owner/Complainant
Return to Owner

4 Sick/Injured

Animal Not Found
2 Animal Picked Up
1 Dead on Arrival
1 Citation/Notice Issued
Unable to Capture

21 Welfare Check/Neglect

7 Citation/Notice Issued
1 Conference w/Owner/Complainant
5 Incident Closed
2 Unable to Make Contact
6 Warning(s)

0 General Follow Up

Animal Not Found
Animal Picked Up
Citation/Notice Issued
Conference w/Owner/Complainant
Return to Owner

53 Stray

16 Animal Not Found
9 Animal Picked Up
5 Citation/Notice Issued
2 Conference w/Owner/Complainant
1 Incident Closed
2 Return to Owner
5 Unable to Capture
13 Warning(s)

6 Wildlife Assist

Animal Not Found
5 Animal Picked Up
Citation/Notice Issued
Conference w/Owner/Complainant
1 Unable to Capture

ADDITIONAL INFORMATION:**Quarantined**

0

Bite Reports

0

Citations Issued

6

Notices Issued

9

Registration

2

Included in Total Calls

Galveston County Health District



Animal Services Division

Animal Resource Center - Monthly Report by Jurisdiction

March 2016

Jurisdiction	Incoming Animals		Outgoing Animals-Disposition Method											
	Incoming Field	Incoming Shelter	Adoptions	Foster	Rescued by Group	Redeemed by Citizen	Escaped	Euthanized	Euthanasia Request by Owner	Disposal Request by Owner	Quarantine Return	Died in Care	Dead on Arrival	Stolen (case pending)
Bayou Vista	1	1	0	0	0	0	0	1	0	0	0	0	0	0
Clear Lake Shores	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dickinson	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hitchcock	11	6	15	0	1	1	0	8	1	1	0	1	0	0
Kemah	0	0	0	0	0	0	0	0	0	0	0	0	0	0
La Marque	18	36	17	6	13	7	0	8	0	2	0	0	0	0
Santa Fe	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Texas City	93	92	55	8	33	18	0	56	1	2	0	2	0	1
Tiki Island	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Unincorporated	63	34	31	5	9	19	0	49	0	0	0	2	0	0
Totals	186	169	118	19	56	45	0	122	2	5	0	5	0	1

Calls/Reasons For Calls

Jurisdiction	Calls Received	Avg Response Time	Assist Law Enforcement	Code Violation	Contained by Citizen or Trap	General Follow Up	Other	Owner Surrender	Sick or Injured	Stray	Trap Drop off/Pick up	Unrestrain/Property	Welfare Check or Neglect	Wildlife Assist	Bite Reports
Bayou Vista	2	1:50	0	0	0	0	0	0	0	1	0	0	2	0	0
Hitchcock	42	0:49	0	0	2	0	0	0	3	28	1	0	7	1	0
Kemah	2	1:56	0	0	0	0	0	0	0	0	2	0	0	0	0
La Marque	95	0:48	0	0	6	0	0	0	4	53	5	0	21	6	0
Tiki Island	0	0:00	0	0	0	0	0	0	0	0	0	0	0	0	0
Unincorporated	219	0:33	0	0	21	0	0	0	9	146	9	0	17	6	11
Totals	360	1:11	0	0	29	0	0	0	16	228	17	0	47	13	11

Additional Information

Jurisdiction	Citations Issued	Notices Issued	Registration
Bayou Vista	1	1	0
Clear Lake Shores	0	0	0
Dickinson	0	0	0
Hitchcock	4	5	2
Kemah	0	0	1
La Marque	6	9	2
Santa Fe	0	0	0
Texas City	0	0	18
Tiki Island	0	0	0
Unincorporated	13	27	36
Totals	24	42	59

Notes:

Physical Count of animals at ARC on 3/31/16: 152

FINANCE DEPARTMENT



City of La Marque
Budget vs Actual
March 2016

General Fund		Budget	March FY 2016	March FY 2015	Year To Date FY 2016	Benchmark 50%	Year To Date FY 2015	Change %
Revenues:								
Property Taxes		2,965,579	82,896.85	193,797.90	2,719,038.42	92%	2,806,634.75	-3%
Sales Tax		3,317,000	269,492.17	242,891.09	1,283,215.96	39%	1,105,207.14	16%
Franchise Fees		861,000	5.22	-	203,702.25	24%	201,016.45	1%
Other Taxes		98,000	175.05	1,216.05	12,400.79	13%	26,996.73	-54%
Licenses and Permits		617,700	76,647.90	17,757.85	440,569.10	71%	396,648.95	11%
Fines and Forfeits		809,830	99,040.98	96,837.83	423,854.76	52%	436,637.84	-3%
Charges for Services		109,790	6,728.49	11,164.84	50,579.24	46%	50,720.57	0%
Fire and Ambulance Services		464,500	37,651.53	30,291.59	185,432.98	40%	237,141.36	-22%
Investment Earnings		3,000	2,116.96	422.48	7,256.58	242%	1,690.20	329%
Miscellaneous Revenues		6,412	2,025.37	29,118.90	2,324.34	36%	35,679.78	-93%
Reimbursements		35,000	3,083.33	2,916.67	18,499.98	53%	17,500.02	6%
Intergovernmental		499,993	8,602.88	-	24,403.35	5%	18,790.12	30%
General Fund - Total Revenues		9,787,804	\$ 588,466.73	\$ 626,415.20	\$ 5,371,277.75	55%	\$ 5,334,663.91	1%
Expenditures:								
General Government Division								
Administration		378,445	59,964.69	32,580.64	164,061.59	43%	124,209.66	32%
Finance		435,737	35,639.37	38,531.81	174,184.57	40%	177,267.23	-2%
Inspection		355,208	51,958.98	64,129.79	150,329.01	42%	243,862.85	-38%
Judicial		403,188	27,361.77	25,359.43	142,058.28	35%	144,951.15	-2%
City Clerk		100,577	10,590.33	8,898.40	47,231.77	47%	65,347.57	-28%
Library		244,649	21,209.91	13,589.06	108,285.74	44%	96,903.12	12%
Information Technology		161,929	12,850.83	7,199.20	49,959.99	31%	37,696.40	33%
Fund Expenditures		943,872	53,111.77	44,885.51	545,554.61	58%	448,104.53	22%
		3,023,606	\$ 272,687.65	\$ 235,173.84	\$ 1,381,665.56	46%	\$ 1,338,342.51	3%
Public Safety Division								
Police		3,471,238	261,540.46	208,187.82	1,438,110.77	41%	1,531,179.57	-6%
Animal Control		91,907	-	-	23,441.25	26%	23,441.25	0%
Emergency Management		33,547	2,230.43	2,751.80	3,668.24	11%	4,558.24	-20%
Fire/EMS		2,330,696	297,964.31	130,163.93	1,030,561.54	44%	849,227.05	21%
Fire Marshal		0	-	-	353.61	#DIV/0!	-	
Subtotal of PSD Expenditures		5,927,388	\$ 561,735.20	\$ 341,103.55	\$ 2,496,135.41	42%	2,408,406.11	4%
Public Works Division								
Parks		0	-	3,082.48	-	#DIV/0!	24,938.26	-100%
Shop/Service		0	-	4,354.01	-	#DIV/0!	20,346.24	-100%
PW Admin		0	-	2,784.04	-	#DIV/0!	20,763.15	-100%



City of La Marque
Budget vs Actual
March 2016

Street	899,685		70,842.69		46,551.97		327,248.82	36%	330,214.44	-1%
Subtotal of PWD Expenditures	899,685	\$	70,842.69	\$	56,772.50	\$	327,248.82	36%	\$ 396,262.09	-21%
General Fund - Total Expenditures	9,850,679	\$	905,265.54	\$	633,049.89	\$	4,205,049.79	43%	\$ 4,143,010.71	1%
Revenues over Expenditures	(62,875)	\$	(316,798.81)	\$	(6,634.69)	\$	1,166,227.96		\$ 1,191,653.20	
Beginning Unassigned Fund Balance:							3,411,169.35			
Estimated Ending Fund Balance:							4,577,397.31			

*Note: Financials are based on latest data in the system and best year end estimates under normal condition.

*Financials are reflective of most journal entries posted pending completion of monthly reconciliations.

* Finance staff is still working on fiscal year end closing as of 4/22/16. Numbers are not finalized until audit completes.



City of La Marque
Budget vs. Actual
March 2016

Utility Fund		March	March	Year To Date	Benchmark	Year To Date	Change
Revenues:		FY 2016	FY 2015	FY 2016	50%	FY 2015	%
Budget							
Operating Revenue	3,849,000	324,131.75	302,357.25	1,661,223.29	43%	1,572,419.74	6%
Other Revenue	339,000	30,411.79	36,108.21	195,624.24	58%	217,038.45	-10%
Utility Fund - Total Revenues	4,188,000	\$ 354,543.54	\$ 338,465.46	\$ 1,856,847.53	44%	\$ 1,789,458.19	4%
Expenditures:		March	March	Year To Date	Benchmark	Year To Date	Change
Budget		FY 2016	FY 2015	FY 2016	50%	FY 2015	%
UB/Accounting	247,059	15,392.71	29,862.59	92,693.82	38%	114,881.85	-19%
Utility Line Maint	793,098	52,482.91	49,617.88	296,595.01	37%	218,141.90	36%
Water & Sewer Operations	2,370,081	47,239.06	154,992.79	824,752.54	35%	853,200.37	-3%
Debt Service	324,001	-	-	22,590.77	7%	22,610.84	0%
Equipment Maintenance	0	-	4,905.71	-	#DIV/0!	28,466.84	-100%
Storm Water	27,825	-	105.00	76.94	0%	510.24	-85%
Fund Expenditures	988,726	8,065.96	3,588.44	137,893.30	14%	117,962.77	17%
Utility Fund - Total Expenditures	4,750,791	\$ 123,180.64	\$ 243,072.41	\$ 1,374,602.38	29%	\$ 1,355,774.81	1%
Capital Project-Hwy 3 @ Cedar						133,964.24	
Revenues over Expenses	(562,791)	231,362.90	95,393.05	482,245.15		299,719.14	
Cash and Cash Equivalent Balance as of 3/31/16:				4,904,173.84			

*Note: Financials are based on latest data in the system and best year end estimates under normal condition.

*Financials are reflective of most journal entries posted pending completion of monthly reconciliations.

* Finance staff is still working on fiscal year end closing as of 4/22/16. Numbers are not finalized until audit completes.



CITY OF LA MARQUE
Budget vs. Actual
March 2016

Debt Service		March	March	Year To Date	Benchmark	Year To Date	Change
Revenues:	Budget	FY 2016	FY 2015	FY 2016	50%	FY 2015	%
Property Taxes	479,000	14,404.96	19,324.82	490,636.79	102%	265,932.69	84%
Other Revenue	500	422.57	48.67	1,284.17	257%	218.62	487%
Debt Service Fund - Total Revenues	479,500	\$ 14,827.53	\$ 19,373.49	\$ 491,920.96	103%	\$ 266,151.31	46%
Expenditures:	Budget	March	March	Year To Date	Benchmark	Year To Date	Change
Debts	475,789	-	-	116,736.25	25%	232,192.82	-50%
Debt Service Fund - Total Expenditures	475,789	\$ -	\$ -	\$ 116,736.25	25%	\$ 232,192.82	-99%
Revenues over Expenditures	3,711	14,827.53	19,373.49	375,184.71		33,958.49	
Beginning Balance: (Estimated and unaudited)				639,922.25			
Ending Balance:				1,015,106.96			

*Note: Financials are based on latest data in the system and best year end estimates under normal condition.

*Financials are reflective of most journal entries posted pending completion of monthly reconciliations.

* Finance staff is still working on fiscal year end closing as of 4/22/16. Numbers are not finalized until audit completes.



CITY OF LA MARQUE
Budget vs. Actual
March 2016

HOT Fund		March	March	Year To Date	Benchmark	Year To Date	Change
	Budget	FY 2016	FY 2015	FY 2016	50%	FY 2015	%
Revenues:							
Occupancy Tax Collected	100,000	3,731.22	7,748.61	22,951.49	23%	28,482.21	-19%
Other Revenue	1,000	258.56	43.99	919.24	92%	190.55	382%
HOT Fund - Total Revenues	101,000	3,989.78	7,792.60	23,870.73	24%	28,672.76	-20%
Expenditures:							
Interconnect Transit System	40,000	3,333.33	3,333.33	16,666.65	41.67%	16,666.65	0%
PROFESSIONAL FEES	56,900	-	-	-	0.00%	-	#DIV/0!
Promotional within CLM	2,500	-	-	-	0.00%	-	#DIV/0!
BAYOU FEST	75,627	1,713.15	-	26,548.05	35.10%	41,897.74	-37%
CHRISTMAS EVENT	55,070	21.84	-	5,767.61	10.47%	2,687.91	115%
CITY PROMOTION - TC-LM C OF C	25,000	-	-	-	0.00%	-	#DIV/0!
Transfer Out - General Fund	0	-	-	-	#DIV/0!	-	#DIV/0!
	255,097	\$ 5,068.32	\$ 3,333.33	\$ 48,982.31	19.20%	\$ 61,252.30	-25%
	(154,097)	(1,078.54)	4,459.27	(25,111.58)		(32,579.54)	
Estimated Beginning Fund Balance:				681,851.71			
Estimated Ending Fund Balance:				656,740.13			

*Note: Financials are based on latest data in the system and best year end estimates under normal condition.

*Financials are reflective of most journal entries posted pending completion of monthly reconciliations.

* Finance staff is still working on fiscal year end closing as of 4/22/16. Numbers are not finalized until audit completes.



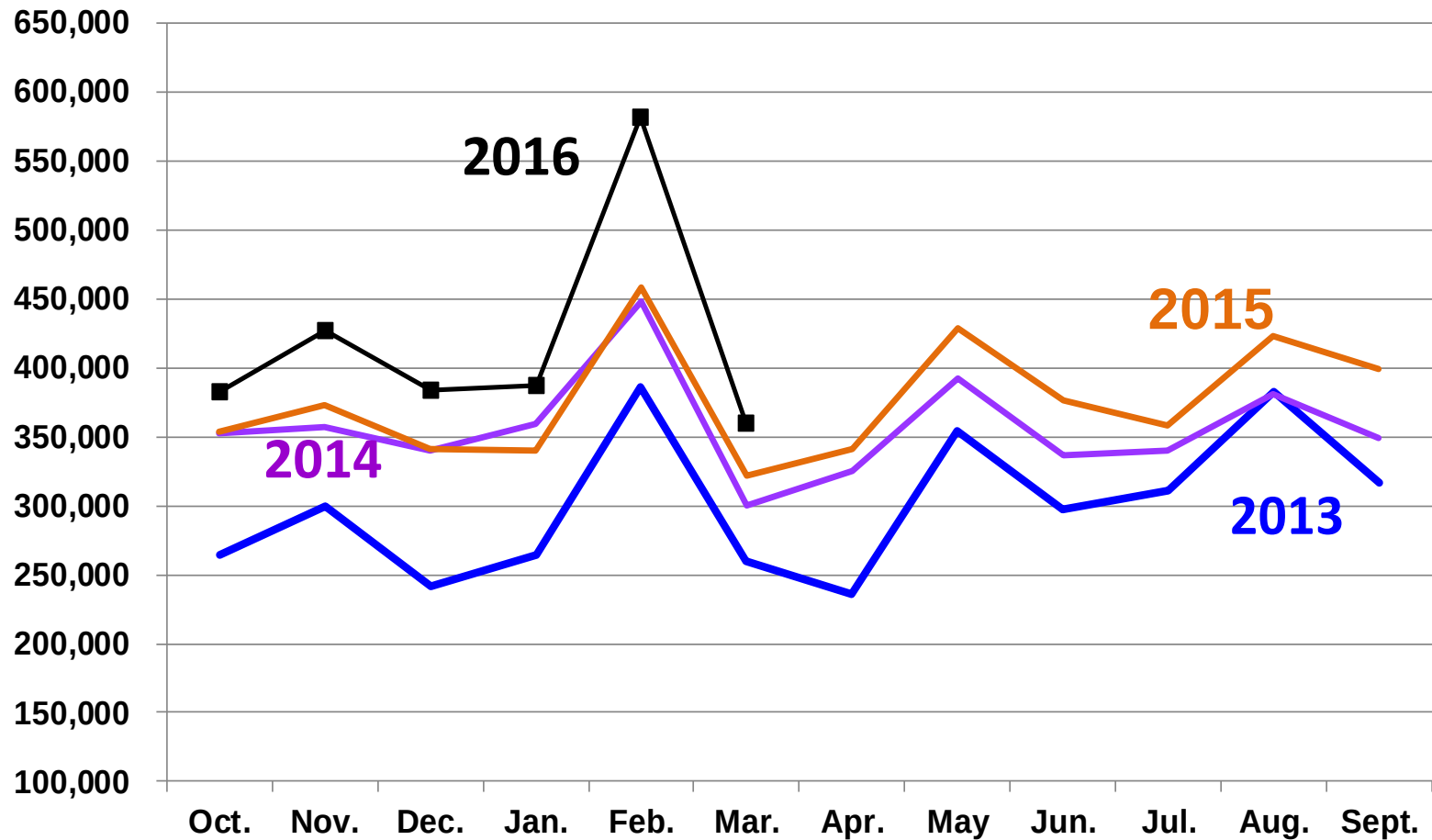
CITY OF LA MARQUE
Cash and Investments
As of 3/31/16

Funds	Amounts
General Fund	5,271,642.33
Utility Fund	4,904,173.84
Utility Restricted Investment	185,858.48
Westside Construction Fund	28,088.75
Equipment Replacement Fund	496,898.05
Library Fund	3,460.46
PD Child Outreach Program	6,228.39
Hotel Motel Fund	651,736.90
Drug Seizure Fund	9,951.39
Home Program Grant	38,552.46
Debt Service Fund	1,015,165.62
Utility Debt Service Fund	0.00
PID Funds	498,005.58
EDC	4,869,692.56
Equipment Maintenance Fund	33,305.71
CDBG Grant	22,119.00
CDBG Disaster	(15,138.70)
2005 CO Capital Projects	496,614.06
2007 CO Capital Projects	741,105.34
Section 8 Housing Grant	144,805.19
Sanitation	400,118.18
Disasters Fund	300.00
Parks Fund	52,006.26
Court Technology	36,451.19
Court Security	67,966.26
Child Safety	40,798.28
LEOSE Training Fund	19,245.90
Health Reimbursement Account	(1,294.00)
Clean City Fund	53,583.23
PEG	113,944.89
Donations Fund	59,054.46
Cemetery Fund	3,964.48
Fire Reserve	54,305.51
Library Grants Fund	683.53
Capital Improvements	22,780.00
Risk Management Fund	26,059.00
	20,326,173.58

*Note-Cash and investments excluded amounts held in GCWA



SALES TAX REVENUES





SALES TAX COLLECTIONS

	2012-13	2013-14	2014-15	2015-16	Variance	% Change
Oct	264,325	352,526	353,446	382,100	28,654	8
Nov	299,200	357,165	372,772	427,185	54,413	15
Dec	241,257	339,503	341,659	383,466	41,807	12
Jan	264,532	359,397	339,457	386,841	47,345	14
Feb	386,596	448,418	458,158	581,276	123,118	27
Mar	260,134	299,908	321,205	359,310	38,105	12
Apr	236,103	325,346	340,790			
May	353,815	392,219	429,148			
Jun	297,696	336,816	376,517			
Jul	311,276	340,341	357,680			
Aug	382,332	380,637	423,549			
Sept	<u>316,585</u>	<u>349,540</u>	<u>398,631</u>			
Total	<u>\$ 3,613,851</u>	<u>\$4,281,816</u>	<u>\$4,513,052</u>	<u>\$2,520,178</u>	<u>\$333,443</u>	<u>16</u>



FINANCIAL HIGHLIGHTS

March 31, 2016

GENERAL FUND

REVENUES (Overall increased by 1%)

- Property taxes decreased by 3%.
- Sales tax collections increased 16% from last year. Approximately \$52,375 of the increase resulted from audit of prior years' collections being misallocated to another city.
- Other taxes decreased by 54% due to Bingo tax has not been received from the State yet as of end of March. Estimated Bingo tax revenues for 4th quarter 2015 should be around \$12,000.
- Licenses and permits revenues increased by 11%. This is mainly due to the following:
 - o Building permits increased by \$61,106 from last year. However,
 - o Coin operated machines decreased by \$9,150 from last year.
 - o Plan review fees decreased by \$4,980 from last year.
 - o Gulf Greyhound Park admission fee continued to decrease by \$3,429 from \$6,135 of last year.
- Fines and forfeitures decreased by \$12,783 (3%).
 - o Court fines actually increased by \$686.07.
 - o Court fines code violations decreased by \$9,603.22.
 - o Collection fees (Linebarger) decreased by \$5,094.89.
- Fire and ambulance service revenues decreased by 22%.
 - o Ambulance services decreased by \$62,554 from last year.
 - o Fire service fees increased by \$7,186 from last year.
 - o Fire code inspection service increased by \$2,800.
- Intergovernmental revenues increased by 30%- City's reimbursement from Auto Crimes Task Force increased by \$5,613 from last year.
- Park rental fees increased by \$3,275 from last year of \$250.
- Miscellaneous revenues decreased by \$29,445 mainly due to equity return distribution from TML last year resulted from lower claims.
- Interest revenue increased by \$5,566 due to more active investments strategy.



FINANCIAL HIGHLIGHTS

March 31, 2016

EXPENDITURES (Overall increased by 1%)

Highlights contributing increase include the following:

- Administration increased by 32%- mainly due to personnel of new HR position and Emergency Management transferred to Administration from Police.
- Development Services decreased by 38% - mainly due to allocating demolition project cost to Capital Projects Fund.
- City Clerks decreased by 28% mainly due to election cost of \$20,764 from last year.
- Library increased by 12% mainly due to personnel.
- IT increased by 33% mainly due to implementation of City website software.
- Police decreased by 6% mainly due to:
 - o Capital outlay- vehicles lease purchase last year was \$176,280 vs. current year of \$39,078 of in-car computer purchase.
- Fire/EMS increased 21%- Mainly due to:
 - o Personnel cost.
 - o Capital outlay- Purchase of new Frazer medic unit of \$145,825 and a new 2016 Ford Expedition of \$34,440 this year.
- Public Services decreased by 21% mainly due to personnel and stolen copper of \$39,000 incurred last fiscal year.
- Fund expenditure increased by 22% - mainly due to timing of annual lease purchase payment for fire truck and radios. The City paid off the fire truck lease purchase this year.

UTILITY FUND

Revenues overall increased by 4%.

Expenses overall increased by 1%:

- Utility Billing decreased by 19% mainly due to personnel with two meter readers transferred to Utility 22.
- Utility 22 Lines and Maintenance increased by 36% mainly due to personnel and repairs and maintenance water.



FINANCIAL HIGHLIGHTS

March 31, 2016

- Utility legal services increased by \$10,021 in comparison to last year.
- Utility fleet maintenance / replacement program increased by \$18,000 to maintain replaced utility fleet vehicles/equipment.

Note: Finance staff is still working on fiscal year end (9/30/2015) closing as of 4/22/2016. All numbers are not finalized until audit completion.

**CITY OF LA MARQUE
ECONOMIC DEVELOPMENT CORPORATION
FINANCIAL STATEMENTS
FOR THE PERIOD ENDING
March 31, 2016**

**City of LaMarque
Economic Development Corporation
Investment Schedule
as of March 31, 2016**

	<u>Beginning Balance</u>	<u>Deposits</u>	<u>Withdrawals</u>	<u>Monthly Interest Earnings</u>	<u>Accumulated Fiscal Year Interest</u>	<u>Ending Balance</u>
TEXPOOL 449/848300001	1,421,701.00	0.00	0.00	395.19	1,528.33	1,422,096.19
LOGIC 6012995002	2,117,558.90	100,000.00	0.00	950.61	3,312.61	2,218,509.51
LOGIC - Revitalization 6012995003	385,646.30	3,000.00	0.00	170.87	620.69	388,817.17
Texas First Bank MM 11036103	35,783.74	0.00	0.00	4.56	26.91	35,788.30
DWS 6540001279	392.37	0.00	0.00	28.96	101.36	421.33
MNB - Moody Nat'l. Bank 600004478	100,000.00	0.00	0.00	39.72	249.31	100,000.00
MNB - Moody Nat'l. Bank 1011835	100,000.00	0.00	0.00	39.73	249.32	100,000.00
Texas First Bank 10141331	200,801.22					200,801.22
Investment Totals	4,361,883.53	103,000.00	0.00	1,629.64	6,088.53	4,466,433.72

APPROVED APR 13 2016

LA MARQUE ECONOMIC DEVELOPMENT CORPORATION
COMBINED BALANCE SHEET
FISCAL YEAR 2015-16
Month Ending March 31, 2016

	<u>EDC</u>
<u>ASSETS:</u>	
Cash	403,286
Sub-Total	<u>403,286</u>
Investments:	
Investments - General	3,641,027
Investments - Restricted/Revitalization	388,817
Certificates of Deposit - Moody	200,000
Certificates of Deposit - Texas First	200,801
Money Market -Texas First	35,788
Sub-Total	<u>4,466,434</u>
Receivables	258
Land & Improvements	3,335,986
Accumulated Amortized-Depreciation	
Capitalized Interest & Cost	
Total Assets	<u>8,205,963</u>
<u>LIABILITIES / EQUITY:</u>	
Liabilities:	
Accrued T.M.R.S.	1,454
Dental Insurance	41
Unemployment Taxes Payable	171
Worker's Comp. Payable	-126
Fort Dearborn Life Ins.	-2
Accounts Payable	20,350
Total Liabilities	<u>21,887</u>
Equity:	
Reserved for Capital Assets	933,904
Reserved for Revitalization	93,980
Unreserved:	7,156,191
Total Equity	<u>8,184,075</u>
Total Liabilities / Equity	<u>8,205,963</u>

Prepared By:
Robert Weidenbach

Approved By:

LA MARQUE ECONOMIC DEVELOPMENT CORPORATION
COMBINED INCOME STATEMENT
FISCAL YEAR 2015-16
FOR THE PERIOD ENDED MARCH 31, 2016

	BUDGET	YEAR TO DATE	%
REVENUES:			
1/2 Cent Sales Tax	\$ 1,000,000	427,739	43
Insurance Proceeds	-	-	-
Interest / Investments	2,500	6,089	244
Sale of Assets	-	241,024	-
Miscellaneous Income	-	-	-
Revitalization - Assets Exchange	-	-	-
Revitalization - Rental	18,000	18,000	100
Revitalization - ROW Permits	-	-	-
Miscellaneous Donations	-	-	-
Reserve for Sams	-	-	-
TOTAL REVENUES:	1,020,500	692,852	\$ 68

OPERATING EXPENSES:

City Supported:

Operating Supplies	4,000	1,129	28
Janitorial Supplies	300	-	-
General Insurance	5,000	2,174	43
Communications	4,500	104	2
Utilities	2,750	712	26
Accounting Services	35,000	17,500	50
Clerical Services	2,000	1,000	50
Total City Supported	53,550	22,619	42

General Operating:

Uniforms, Maint & Safety Gear	-	-	-
R & M - Facilities	10,000	-	-
R & M - Equipment	1,000	-	-
Professional Fees	35,000	40,299	115
Executive Director	113,386	51,305	45
Advertising & Promotion	25,000	9,753	39
Travel - Education & Training	7,500	4,086	54
Dues, Memberships, & Subscriptions	16,500	1,925	12
Grants	375,000	75,000	20
Public Improvements	10,000	-	-
Blight Reduction Pilot Program	25,000	-	-
Mowing - Landscaping / Maintenance	5,000	1,107	22
Total General Operating	623,386	183,475	29

LA MARQUE ECONOMIC DEVELOPMENT CORPORATION
COMBINED INCOME STATEMENT
FISCAL YEAR 2015-16
FOR THE PERIOD ENDED MARCH 31, 2016

Capital Expenditures:

Buildings, Furniture & Fixtures, Land	-	-	-
Land	323,325	10,568	3
Total Capital Expenditures	323,325	10,568	3
TOTAL EXPENSES:	1,000,261	216,662	22
REVENUES OVER(UNDER) EXPENSES:	\$ 20,239	\$ 476,190	

Prepared By:
Robert Weidenbach

Approved By:

LA MARQUE ECONOMIC DEVELOPMENT CORPORATION
CURRENT PERIOD EXPENDITURE DETAIL
March 31, 2016

<u>Account</u>	<u>Description</u>	<u>Amount</u>	<u>Account Total</u>
19-2010-00-00	Operating Supplies	<u>694.38</u>	694.38
19-2040-00-00	Uniforms, Maint & Safety Gear	<u>65.25</u>	65.25
19-3020-00-00	Mowing/Landscaping/Maintenance	<u> </u>	0.00
19-4030-00-00	General Insurance	<u> </u>	0.00
19-4040-00-00	Professional Fees	<u>12,692.91</u>	12,692.91
19-2031-00-00	Car Allowance	<u> </u>	0.00
	Executive Director		
19-1010-01-00	Salary	6,705.11	
19-1020-01-00	Longevity		
19-1060-01-00	Payroll Taxes	713.20	
19-1065-01-00	Retirement (TMRS)	984.31	
19-1070-01-00	Group Health Ins.	484.13	
19-1075-01-00	Worker's Compensation	20.79	
19-2031-01-00	Car Allowance	<u>500.00</u>	9,407.54
19-4050-00-00	Advertising & Promotional	<u>4,999.00</u>	4,999.00
19-4051-00-00	Accounting Services	<u>2,916.67</u>	2,916.67
19-4052-00-00	Clerical Services	<u>166.66</u>	166.66
19-4060-00-00	Travel - Education & Training	<u>791.56</u>	791.56
19-4071-00-00	Dues, Memberships, & Subscriptions	<u> </u>	0.00
19-5010-00-00	Communications	<u>25.90</u>	25.90
19-5020-00-00	Utilities	<u>249.63</u>	249.63
19-6000-00-00	Grants	<u> </u>	0.00
19-6001-00-00	Public Improvements	<u> </u>	0.00
19-7050-00-00	FM 1764 Sewer Project	<u> </u>	0.00
19-7070-00-00	Land	<u>23.27</u>	23.27
TOTAL EXPENDITURES FOR THE CURRENT PERIOD			<u><u>32,032.77</u></u>



**CITY OF LA MARQUE
PARKS FUND
March 2016**

DONATIONS

	Total Donations Received	Parks			Clean City		
		Correct Allocation	Actual Payment	Over / (Under) Payment	Correct Allocation	Actual Payments	Over / (Under) Payment
October 2015	2,668.00	1,334.00	1,334.00	0.00	1,334.00	1,334.00	0.00
November 2015	2,010.00	1,005.00	1,005.00	0.00	1,005.00	1,005.00	0.00
December 2015	2,946.00	1,473.00	1,473.00	0.00	1,473.00	1,473.00	0.00
January 2016	2,746.00	1,373.00	1,373.00	0.00	1,373.00	1,373.00	0.00
February 2016	2,542.00	1,271.00	1,271.00	0.00	1,271.00	1,271.00	0.00
March 2016	2,696.00	1,348.00	1,348.00	0.00	1,348.00	1,348.00	0.00
April 2016			0.00	0.00			0.00
May 2016			0.00	0.00			0.00
June 2016			0.00	0.00			0.00
July 2016			0.00	0.00			0.00
August 2016			0.00	0.00			0.00
September 2016			0.00	0.00			0.00
	\$ 15,608.00	\$ 7,804.00	\$ 7,804.00	0.00	\$ 7,804.00	\$ 7,804.00	0.00

BEGINNING CASH & INVESTMENT BALANCE 03/01/2016

\$51,632.89

REVENUES

Donations	1,348.00
Interest on Investments	17.37
Total Revenues	\$1,365.37

EXPENSES

<u>Date/ Vendor</u>	<u>Description</u>	
03/02/16 - Creative & Caasco Signs	Park Signs - Grass/Closure/Surveillance	992.00
Total Expenses		\$992.00

ENDING CASH & INVESTMENT BALANCE 03/31/2016

\$52,006.26

Financial Report prepared prior to Sept. closeout-Possible carryover in donations from prior periods

APPROVED APR 8 2016



**CITY OF LA MARQUE
CLEAN CITY FUND
March 2016**

DONATIONS

	Total Donations Received	Parks			Clean City		
		Correct Allocation	Actual Payment	Over / (Under) Payment	Correct Allocation	Actual Payments	Over / (Under) Payment
October 2015	2,668.00	1,334.00	1,334.00	0.00	1,334.00	1,334.00	0.00
November 2015	2,010.00	1,005.00	1,005.00	0.00	1,005.00	1,005.00	0.00
December 2015	2,946.00	1,473.00	1,473.00	0.00	1,473.00	1,473.00	0.00
January 2016	2,746.00	1,373.00	1,373.00	0.00	1,373.00	1,373.00	0.00
February 2016	2,542.00	1,271.00	1,271.00	0.00	1,271.00	1,271.00	0.00
March 2016	2,696.00	1,348.00	1,348.00	0.00	1,348.00	1,348.00	0.00
April 2016				0.00			0.00
May 2016				0.00			0.00
June 2016				0.00			0.00
July 2016				0.00			0.00
August 2016				0.00			0.00
September 2016				0.00			0.00
	\$ 15,608.00	\$ 7,804.00	\$ 7,804.00	0.00	\$ 7,804.00	\$ 7,804.00	0.00

BEGINNING CASH & INVESTMENT BALANCE 03/01/2016

\$52,772.03

REVENUES

Donations	1,348.00
Interest on Investments	13.20
Total Revenues	\$1,361.20

EXPENSES

<u>Date/ Vendor</u>	<u>Description</u>	
03/11/16 - Galveston Daily News	Ad for Christmas Light Contest	450.00
03/11/16 - Keep Texas Beautiful	2016 Annual Affiliate Fees	100.00
	Total Expenses	\$550.00

ENDING CASH & INVESTMENT BALANCE 03/31/2016

\$53,583.23

Financial Report prepared prior to Sept. closeout-Possible carryover in donations from prior periods

APPROVED APR 18 2016



CITY OF LA MARQUE

Fiscal Year 2015-16

CEMETERY FUND

Budget vs Actual
Revenues and Expenditures
March 2016

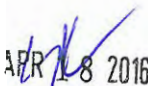
Accounts	Descriptions	Budget 2015-16	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	0.00	1.05	10.00	(10.00)
89-9001-00-00	General Fund	1,900.00	0.00	1,900.00	0.00
	Total Revenues	1,900.00	1.05	1,910.00	(10.00)
Expenditures					
89-4048-00-00	Wreath Across America	400.00	0.00	0.00	400.00
89-4049-00-00	Cemetery Board Expenditure	1,500.00	0.00	0.00	1,500.00
	Total Expenditures	1,900.00	0.00	0.00	1,900.00
	Revenues over (under) Expenditures	0.00	1.05	1,910.00	(1,910.00)

March Expenditures

Description

Amount

\$0.00

APPROVED  4/8 2016



City of La Marque

CEMETERY FUND

Balance Sheet

March 31, 2016

Assets

Current assets:	Fiscal Year 2015	Fiscal Year 2016
Cash	54.57	942.32
Investments	32,000.00	3,022.16
Inventories	-	-
Accounts receivable	-	-
Pre-paid expenses	-	-
Other	-	-
Total current assets	32,054.57	3,964.48

Total assets	32,054.57	3,964.48
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Liabilities and Fund Balance

Current liabilities:	2015	2016
Accounts payable	-	-
Other	-	-
Total current liabilities	-	-

Fund Balance:	2015	2016
Available Fund Balance	32,900.00	2,054.48
Current Year Revenue/Expenses	(845.43)	1,910.00
Total Fund Balance	32,054.57	3,964.48

Total liabilities and Fund Balance	32,054.57	3,964.48
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praptrp2 City of La Marque
Pay Type - O Overtime
Fund Number - 1 GENERAL FUND

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Pay Type History Report

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Department Number - 4 JUDICIAL Program Number - JUDICIAL

Employee Number	Employee Name	Check Date	Check Number	Units	Pay Rate 1	Ovr Amt	Amount	Account Compressed
50201	NAYELLY ABOYTES	03/18/16	67866	2.00		N	39.89	
Total for Employee				2.00			39.89	
Total for Program - JUDICIAL				2.00			39.89	
Total for Department - 4 JUDICIAL				2.00			39.89	
50193	TROY ANDERS	03/04/16	67753	6.00		N	207.58	
50193	TROY ANDERS	03/18/16	67862	11.75		N	406.50	
Total for Employee				17.75			614.08	
50186	EVELYN ARREDONDO	03/04/16	67747	6.00		N	214.43	
50186	EVELYN ARREDONDO	03/18/16	67856	10.50		N	375.26	
Total for Employee				16.50			589.69	
50163	ANDREW BEST	03/04/16	67741	5.00		N	193.56	
50163	ANDREW BEST	03/18/16	67850	2.50		N	94.25	
Total for Employee				7.50			287.81	
50206	DAVID BUCKLEY	03/18/16	67871	1.00		N	20.77	
Total for Employee				1.00			20.77	
50151	KENNETH CAGNON	03/18/16	67844	10.00		N	580.11	0110400400
Total for Employee				10.00			580.11	
50191	DASHIELL CANTU	03/18/16	67860	14.00		N	482.56	
Total for Employee				14.00			482.56	
50202	MATTHEW CYPERT	03/04/16	67758	.50		N	15.68	
50202	MATTHEW CYPERT	03/18/16	67867	4.25		N	136.46	
Total for Employee				4.75			152.14	
50160	FORREST GANDY	03/18/16	67848	2.00		N	95.08	
Total for Employee				2.00			95.08	
50176	JESSE GUZMAN	03/04/16	67745	1.00		N	36.24	
Total for Employee				1.00			36.24	
50192	RICHARD HERNANDEZ	03/04/16	67752	16.00		N	588.14	
Total for Employee				16.00			588.14	
50187	JOSHUA HUMAN	03/04/16	67748	5.00		N	228.79	
50187	JOSHUA HUMAN	03/18/16	67857	7.00		N	320.30	
Total for Employee				12.00			549.09	

praptrp2 City of La Marque
 Pay Type - 0 Overtime
 Fund Number - 1 GENERAL FUND

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 Pay Type History Report

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Page 2

Department Number - 5 POLICE Program Number - POLICE

Employee Number	Employee Name	Check Date	Check Number	Units	Pay Rate 1	Ovr Amt	Amount	Account Compressed
50156	JESSICA JOHNSON	03/18/16	67847	9.00		N	319.32	
Total for Employee				9.00			319.32	
50174	CONAN KING	03/18/16	67853	8.00		N	334.82	0110400400
Total for Employee				8.00			334.82	
50205	KELLIE LADD	03/18/16	67870	15.00		N	348.14	
Total for Employee				15.00			348.14	
50188	DANIEL O'CONNOR	03/04/16	67749	13.50		N	460.61	
50188	DANIEL O'CONNOR	03/18/16	67858	.50		N	17.10	
Total for Employee				14.00			477.71	
50190	NICOLE PERALES	03/04/16	67750	2.00		N	75.00	
50190	NICOLE PERALES	03/18/16	67859	2.00		N	74.51	
Total for Employee				4.00			149.51	
50154	TIAWANNA PORTER	03/18/16	67846	1.00		N	24.32	
Total for Employee				1.00			24.32	
50203	MICHAEL RAMSEY	03/04/16	67759	.50		N	19.82	
50203	MICHAEL RAMSEY	03/18/16	67868	15.00		N	594.47	
50203	MICHAEL RAMSEY	03/18/16	67868	10.00		N	396.32	0110400400
Total for Employee				25.50			1,010.61	
50165	SHELBY SAMUELSON	03/04/16	67742	14.25		N	687.91	
50165	SHELBY SAMUELSON	03/18/16	67851	2.50		N	120.69	
50165	SHELBY SAMUELSON	03/18/16	67851	9.25		N	446.54	0110400400
Total for Employee				26.00			1,255.14	
50196	JOSE SANTOS	03/04/16	67754	7.00		N	244.95	
50196	JOSE SANTOS	03/18/16	67863	17.00		N	593.84	
Total for Employee				24.00			838.79	
50153	TERESA SCOTT	03/18/16	67845	4.00		N	94.03	
Total for Employee				4.00			94.03	
50075	DIANA SIEWERT	03/18/16	67838	11.00		N	256.41	0110400400
Total for Employee				11.00			256.41	
50197	BRITTANY SMITH	03/04/16	67755	4.25		N	146.29	
50197	BRITTANY SMITH	03/18/16	67864	8.00		N	274.10	
50197	BRITTANY SMITH	03/18/16	67864	5.00		N	171.32	0110400400
Total for Employee				17.25			591.71	
50038	CHAD WAGGONER	03/04/16	67726	10.00		N	584.13	
50038	CHAD WAGGONER	03/18/16	67835	23.00		N	1,343.50	

praptrp2 City of La Marque
Pay Type - O Overtime
Fund Number - 1 GENERAL FUND

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Pay Type History Report

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Page 3

Department Number - 5 POLICE Program Number - POLICE

Employee Number	Employee Name	Check Date	Check Number	Units	Pay Rate 1	Ovr Amt	Amount	Account Compressed
Total for Employee				33.00			1,927.63	
50145	HARVEY WALTON	03/04/16	67733	3.00		N	132.87	
Total for Employee				3.00			132.87	
Total for Program - POLICE				297.25			11,756.72	
Total for Department - 5 POLICE				297.25			11,756.72	
60075	CURTIS BARBER	03/04/16	67765	5.50		N	192.36	
Total for Employee				5.50			192.36	
60092	MICHAEL BILLIOTT	03/04/16	67768	33.50		N	1,017.41	
Total for Employee				33.50			1,017.41	
60113	AMANDA BLACK	03/04/16	67772	7.50		N	225.79	
Total for Employee				7.50			225.79	
60009	JOHN BRASHER	03/18/16	67873	2.50		N	92.43	
Total for Employee				2.50			92.43	
60117	MICHAEL CARLSON	03/04/16	67774	24.00		N	670.18	
60117	MICHAEL CARLSON	03/18/16	67883	2.00		N	55.85	
Total for Employee				26.00			726.03	
60122	TIARRA FISHER	03/04/16	67776	4.50		N	105.81	
60122	TIARRA FISHER	03/18/16	67887	2.00		N	47.03	
60122	TIARRA FISHER	03/18/16	67887	2.00		N	47.03	
Total for Employee				8.50			199.87	
60077	JOSE GONZALEZ	03/04/16	67766	65.50		N	2,563.15	
60077	JOSE GONZALEZ	03/18/16	67875	60.50		N	2,367.49	
Total for Employee				126.00			4,930.64	
60095	MATTHEW HATHORN	03/04/16	67769	8.50		N	304.01	
60095	MATTHEW HATHORN	03/18/16	67878	6.00		N	214.60	
Total for Employee				14.50			518.61	
60115	ZACHERY HON	03/04/16	67773	37.00		N	1,046.84	
Total for Employee				37.00			1,046.84	
50169	AMBER KARSHNER	03/04/16	67763	12.75		N	308.68	
Total for Employee				12.75			308.68	
60112	DAVID MERRYMAN	03/18/16	67880	3.00		N	155.37	
Total for Employee				3.00			155.37	

praptrp2 City of La Marque
 Pay Type - O Overtime
 Fund Number - 1 GENERAL FUND

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 Pay Type History Report

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Page 4

Department Number - 6 FIRE Program Number - FIRE

Employee Number	Employee Name	Check Date	Check Number	Units	Pay Rate 1	Ovr Amt	Amount	Account Compressed
60097	WILLIAM REED	03/04/16	67770	11.50		N	490.57	
Total for Employee				11.50			490.57	
60119	TONY WRIGHT	03/18/16	67884	4.00		N	111.04	
Total for Employee				4.00			111.04	
160017	PEDRO ZARAZUA	03/04/16	67777	34.00		N	1,383.78	
160017	PEDRO ZARAZUA	03/18/16	67888	11.00		N	447.69	
Total for Employee				45.00			1,831.47	
Total for Program - FIRE				337.25			11,847.11	
Total for Department - 6 FIRE				337.25			11,847.11	
120153	HECTOR GARIBAY	03/04/16	67790	2.00		N	30.81	
Total for Employee				2.00			30.81	
240122	EUSTACIO GONZALES	03/04/16	67793	4.00		N	100.09	
240122	EUSTACIO GONZALES	03/18/16	67904	6.50		N	162.64	
240122	EUSTACIO GONZALES	03/18/16	67904	4.00		N	100.09	
Total for Employee				14.50			362.82	
120134	DENNIS HENDERSON	03/04/16	67788	2.50		N	53.44	
120134	DENNIS HENDERSON	03/18/16	67899	2.00		N	42.75	
Total for Employee				4.50			96.19	
120089	CLAUDE LACY	03/04/16	67786	2.00		N	43.39	
120089	CLAUDE LACY	03/18/16	67897	2.00		N	43.39	
Total for Employee				4.00			86.78	
120120	JOSEPH MOSE	03/04/16	67787	2.00		N	47.49	
120120	JOSEPH MOSE	03/04/16	67787	1.00		N	23.74	
Total for Employee				3.00			71.23	
120154	ROY ROBINSON	03/04/16	67791	2.50		N	41.21	
120154	ROY ROBINSON	03/04/16	67791	2.00		N	32.97	
Total for Employee				4.50			74.18	
Total for Program - PUBLIC SERVICES				32.50			722.01	
Total for Department - 12 PUBLIC SERVICES				32.50			722.01	
Total for Fund - 1 GENERAL FUND				669.00			24,365.73	

Pay Type - 0 Overtime

Pay Type History Report

Fund Number - 2 UTILITY FUND

Department Number - 22 UTILITY LINE MAINTENANCE

Program Number - UTILITY LINE MAINTENANCE

Employee Number	Employee Name	Check Date	Check Number	Units	Pay Rate 1	Ovr Amt	Amount	Account Compressed
220135	ERNEST DICKEY	03/04/16	67805	11.00		N	169.46	
220135	ERNEST DICKEY	03/04/16	67805	2.50		N	38.51	
220135	ERNEST DICKEY	03/04/16	67805	4.00		N	61.62	
220135	ERNEST DICKEY	03/18/16	67916	2.50		N	38.51	
220135	ERNEST DICKEY	03/18/16	67916	4.00		N	61.62	
Total for Employee				24.00			369.72	
220138	BRODERICK FRANK	03/04/16	67808	2.50		N	41.21	
Total for Employee				2.50			41.21	
220136	STEVEN GORDON	03/04/16	67806	2.50		N	38.51	
220136	STEVEN GORDON	03/18/16	67917	13.25		N	204.12	
Total for Employee				15.75			242.63	
220118	MICHAEL JORDAN	03/18/16	67912	4.00		N	84.40	
Total for Employee				4.00			84.40	
120151	MARSHALL KNIGHT	03/04/16	67799	4.00		N	76.04	
Total for Employee				4.00			76.04	
Total for Program - UTILITY LINE MAINTENANCE				50.25			814.00	
Total for Department - 22 UTILITY LINE MAINTENANCE				50.25			814.00	
240123	VALENTIN GARCIA	03/04/16	67812	3.00		N	60.11	
Total for Employee				3.00			60.11	
260008	STEVE GASSAWAY	03/04/16	67814	4.00		N	105.65	
Total for Employee				4.00			105.65	
240101	RONALD REED	03/04/16	67810	11.00		N	275.65	
240101	RONALD REED	03/04/16	67810	2.00		N	50.12	
240101	RONALD REED	03/18/16	67921	1.00		N	25.06	
240101	RONALD REED	03/18/16	67921	8.50		N	213.00	
240101	RONALD REED	03/18/16	67921	2.00		N	50.12	
Total for Employee				24.50			613.95	
260010	DILLON SMITH	03/04/16	67815	6.00		N	103.46	
260010	DILLON SMITH	03/04/16	67815	2.00		N	34.49	
260010	DILLON SMITH	03/18/16	67928	8.00		N	137.95	
260010	DILLON SMITH	03/18/16	67928	.50		N	8.62	
Total for Employee				16.50			284.52	
Total for Program - WATER AND WASTEWATER OPER				48.00			1,064.23	

praptrp2 City of La Marque
Pay Type - MO Mid Overtime
Fund Number - 1 GENERAL FUND

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Pay Type History Report

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Page 1

Department Number - 5 POLICE Program Number - POLICE

Employee Number	Employee Name	Check Date	Check Number	Units	Pay Rate 1	Ovr Amt	Amount	Account Compressed
50163	ANDREW BEST	03/18/16	67850	6.00		N	226.20	
Total for Employee				6.00			226.20	
50206	DAVID BUCKLEY	03/18/16	67871	4.00		N	83.08	
Total for Employee				4.00			83.08	
50191	DASHIELL CANTU	03/04/16	67751	6.00		N	206.81	
50191	DASHIELL CANTU	03/18/16	67860	6.00		N	206.81	
Total for Employee				12.00			413.62	
50160	FORREST GANDY	03/18/16	67848	10.00		N	475.40	
Total for Employee				10.00			475.40	
50205	KELLIE LADD	03/18/16	67870	4.00		N	92.84	
Total for Employee				4.00			92.84	
50190	NICOLE PERALES	03/04/16	67750	1.00		N	37.50	
50190	NICOLE PERALES	03/18/16	67859	12.00		N	447.05	
Total for Employee				13.00			484.55	
50154	TIAWANNA PORTER	03/18/16	67846	4.00		N	97.29	
Total for Employee				4.00			97.29	
Total for Program - POLICE				53.00			1,872.98	
Total for Department - 5 POLICE				53.00			1,872.98	
Total for Fund - 1 GENERAL FUND				53.00			1,872.98	
Total for Pay Type - MO Mid Overtime				53.00			1,872.98	
Grand Totals -				53.00			1,872.98	