



1111 Bayou Road
La Marque, Texas
409-938-9202

Mayor Bobby Hocking

Mayor Pro- Tem Keith Bell- District A

Councilmember Chris Lane- District B

Councilmember Robert Michetich-District C

Councilmember Casey McAuliffe- District D

OFFICIALLY POSTED ON THE
WEB:
DATE: **2.09.18** TIME: **12:30 a.m.**

ORDINANCE NO. O-2018-002
RESOLUTION NO. R-2018-007

CITY OF LA MARQUE
REGULAR CITY COUNCIL
AGENDA
of
February 12, 2018

Notice is hereby given that the City Council of the City of La Marque, Texas will conduct a Regular Meeting on **Monday, February 12, 2018**, beginning 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**
 - a. Introduction and Administer Oaths to new Police Officers- Stephen Leacroy and Vincent Ramirez and introduction of Telecommunicators- Alisa Espitia and Angel Fontenot
 - b. Proclamation - "Black History Month" - February
- (5) CITIZENS 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.
- (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. Regular City Council Meeting minutes of January 8, 2018
- b. Discussion/possible action regarding accepting the Quarterly Investment Reports for the Third and Fourth Quarters of 2017.

(7) PUBLIC HEARING

- a. Conduct Public Hearing to hear public input regarding adopting Ordinance No. **O-2018-001**, amending Chapter 71, Section 71-28 of the Code of Ordinance of the City of La Marque, Texas, pertaining to the face size and height size requirements for digital billboards.

(8) OLD BUSINESS

- a. Discussion/possible action regarding adopting Ordinance No. **O-2018-001**, amending Chapter 71, Section 71-28 of the Code of Ordinance of the City of La Marque, Texas, pertaining to the face size and height size requirements for digital billboards – Public Services Director L. Rumburg **THIS IS THE SECOND AND FINAL READING**

(9) AGREEMENTS/CONTRACTS

- a. Discussion/possible action regarding adopting Resolution No. **R-2018-003**, authorizing the Mayor to sign the “Joint Resolution” with Galveston County Emergency Management – Emergency Management Coordinator C. Warren

(10) NEW BUSINESS

- a. Discussion/possible action regarding adopting Ordinance No. **O-2018-002**, establishing the levy of a Public Improvement District (PID #1) assessment for Painted Meadows, Section 5, in the amount of \$1,550.00 per house, annually for 20 years – Public Services Director L. Rumburg **THIS IS THE FIRST READING**
- b. Discussion/possible action regarding adopting Resolution No. **R-2018-004**, designating authorized signatories for contractual documents and funding requests through the Community Development Grant Funds Program (CDBG) – Public Services Director L. Rumburg
- c. Discussion/possible action regarding adopting Resolution No. **R-2018-005**, regarding civil rights, equal opportunity and fair housing policies relating to the award of a grant funded through the Community Development Block Grant (CDBG) – Public Services Director L. Rumburg
- d. Discussion/possible action regarding ratifying the City Manager’s approval of expenditures to Statewide Services for emergency repairs to a sanitary sewer line on Downey Street in the amount of \$27,000 – Public Services Director L. Rumburg
- e. Discussion/possible action regarding a Final Plat of Landing at Delany Cove Section 9 a subdivision of 13.394 Acres located in the Stephen F. Austin League No. 4, Survey A-2 City of La Marque, Galveston County, Texas (Delany Rd at FM 1765) as recommended by the Planning and Zoning Commission – Public Services Director L. Rumburg
- f. Discussion/possible action regarding adopting Resolution No. **R-2018-006**, authorizing the City Manager to accept the award for Office of the Governor Criminal Justice Division (CJD) Grant number 3488401 for the Rifle Resistant Body armor Grant program in the amount of \$31,500 – Police Chief K. Jackson

- g. Discussion/possible action regarding amending Article VI, Landscaping of the City of La Marque Code of Ordinances to prohibit planting of any street trees in the City's rights-of-way / easements and providing direction to the City Manager – Councilmember Michetich
- h. Discussion/possible action regarding proposing an ordinance to require LED streetlights in all new development and providing direction to City Manager – Councilmember Michetich
- i. Presentation, discussion/possible action regarding schedule and status of Water and Sanitary Sewer Capital Improvements Program projects and provide further direction to City Manager – Chaise Carey Assistant Director of Public Services

(11) APPOINTMENTS/ASSIGNMENTS

- a. Discussion/possible action regarding adopting Resolution No. **R-2018-007**, nominating Tom Farmer to the Board of Directors of the Galveston Central Appraisal District, to fill a vacancy – Mayor Hocking
- b. Discussion/possible action regarding appointments and/or reappointments to fill vacancies to various positions of the Boards and Commissions – Mayor Hocking

(12) CITY MANAGER REPORT

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

(13) EXECUTIVE SESSION

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 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)

(14) REQUEST 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 salutary 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 salutary 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 February 9, 2018, by 5:30 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.
• • • • •



1111 Bayou
La Marque, Texas 77568
409.938.9202

**CITY OF LA MARQUE
CITY COUNCIL
REGULAR MEETING MINUTES
OF
JANUARY 8, 2018**

Regular City Council Meeting Minutes of the City of La Marque City Council held on Monday, January 8, 2018, beginning at 6:00 p.m. at 1109-B Bayou Road with the following members present:

(1) CALL TO ORDER

Mayor Hocking called the Special Meeting to order at 6:02 p.m.

(2) ROLL CALL

Bobby Hocking

Keith Bell

Chris Lane

Robert Michetich

Casey Mc Auliffe

Mayor

Mayor Pro-Tem, Councilmember District A

Councilmember, District B

Councilmember, District C

Councilwoman, District D

OTHER OFFICIALS PRESENT:

Carol Buttler

Ellis Ortego

Robin Eldridge

City Manager

City Attorney

City Clerk

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Hocking led the invocation and the Pledge of Allegiance

(4) PRESENTATIONS/ PROCLAMATIONS

a. Martin Luther King, Jr. - Proclamation

Mayor Hocking presented a proclamation to Nakisha Paul and other members of the La Marque Alumni Association conduction of their 5th annual parade in celebration of Martin Luther King, Jr. Day

b. Update- Public Management Projects- Patrick Wiltshire

Patrick Wiltshire of Public Management provided an update on the CBGD grant projects (backup attached in agenda packet)

(5) CITIZENS PARTICIPATION

1. Clarence Caldwell asked if the citizens were being charged for the yellow recycle carts. He said that the citizens were blind-sided in the sense that the water bills have gone up tremendously. He said that he has spoken to the Utility Billing Department Supervisor and he was not satisfied with the answers he was given. He asked that his meter be calibrated, and was told that the meter didn't need to be calibrated. He said his water bill is not consistent.



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(6) MINUTES

- a. Regular Meeting Minutes of December 11, 2017
- b. Special Meeting Minutes of December 18, 2017

****** Councilmember Lane made a motion to approve the Regular minutes of December 11, 2017 and the Special minutes of December 18, 2017.

****** Councilwoman Mc Auliffe seconded. **MOTION CARRIED UNANIMOUSLY.**

(7) PUBLIC HEARING

- a. Conduct Public Hearing to hear public input adopting Ordinance No. **O-2017-0022**, changing the zoning classification from R-3 Multi-Family Residential, to C-1, General Commercial of two tracts of land consisting of 8.16 acres together with an easement fronting I- 45 in the City of La Marque; amending the Zoning Map of the City adopted the 12th day of December 2005 by Ordinance Number 953, as forwarded by the Planning and Zoning Commission with a favorable recommendation.
- b. Conduct Public Hearing to hear public input adopting Ordinance No. **O-2017-0023**, establishing appointments of members of City Council to serve on each of the Boards and Commissions as ex-officio members.

Mayor Hocking closed the Regular meeting and opened the Public Hearing (s) at 6:19 p.m.

There were no comments.

Mayor Hocking closed the Public Hearing (s) and opened the Regular meeting at 6:20 p.m.

(8) OLD BUSINESS

- a. Discussion/possible action regarding adopting Ordinance No **O-2017-0022**, changing the zoning classification from R-3 Multi-Family Residential, to C-1, General Commercial of two tracts of land consisting of 8.16 acres together with an easement fronting I- 45 in the City of La Marque; amending the Zoning Map of the City adopted the 12th day of December 2005 by Ordinance Number 953, as forwarded by the Planning and Zoning Commission with a favorable recommendation **THIS IS THE SECOND AND FINAL READING**

****** After a brief discussion, Councilmember Lane made a motion to adopt Ordinance No. O-2017-0022.

****** Mayor Pro-Tem Bell seconded. **MOTION CARRIED UNANIMOUSLY.**

- b. Discussion/possible action regarding adopting Ordinance No. **O-2017-0023**, establishing appointments of members of City Council to serve on each of the Boards and Commissions as ex-officio members **THIS IS THE SECOND AND FINAL READING**



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** After a brief discussion, Councilwoman Mc Auliffe made a motion to adopt Ordinance No. O-2017-0023.

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

- c. Discussion/possible action regarding appointments and/or reappointments to fill vacancies to various positions of the Boards and Commissions.

Mayor Pro-Tem Bell reappointed Herbert Franklin to the Parks Board for another two-year term.

(9) AGREEMENTS OR CONTRACTS

- a. Discussion/possible action regarding entering into a Contract with the Galveston County Clerk and Galveston County Election Officer for the General Election to be held on May 5, 2018, and possible Runoff Election on June 16, 2018.

** Mayor Pro-Tem Bell made a motion to enter into a Contract with the Galveston County Clerk and Galveston County Election Officer for the General Election to be held on May 5, 2018, and possible Runoff Election on June 16, 2018.

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

- b. Discussion/possible action regarding authorizing the City Manager to enter into an agreement with ARKK Engineers to conduct a *Water and Wastewater Capital Improvements Plan and Impact Fee Study* in the amount of \$29,950.00.

** After a brief discussion, Councilwoman Mc Auliffe made a motion to authorize the City Manager to enter into an agreement with ARKK Engineers to conduct a *Water and Wastewater Capital Improvements Plan and Impact Fee Study* in the amount of \$29,950.00.

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

- c. Discussion/possible action regarding the adoption of the 2018 “IT’S TIME TEXAS” Community Challenge, sponsored by HEB

** Councilmember Lane made a motion to adopt the 2018 “IT’S TIME TEXAS” Community Challenge, sponsored by HEB.

** Mayor Pro-Tem Bell seconded. **MOTION CARRIED UNANIMOUSLY**

- d. Discussion/possible action regarding award of RFP #18-02 to Provision Specialized Resources, LLC for General Grant Applications, Administration, and Project Management.

** Councilmember Michetich made a motion to award RFP #18-02 to Provision Specialized Resources, LLC for General Grant applications, Administration and Project Management

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



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(10) NEW BUSINESS

- a. Discussion/possible action regarding **Resolution No. R-2018-001**, calling for the General Election to be held on May 5, 2018 to elect one (1) Mayor and one (1) Councilmember for District “A” and one (1) Councilmember for District “C”, each for a three (3) year term.

** Mayor Pro-Tem Bell made a motion to adopt Resolution No. R-2018-001.

** Councilwoman Mc Auliffe seconded. **MOTION CARRIED UNANIMOUSLY.**

- b. Discussion/possible action regarding Resolution No. **R-2018-002**, expressing the need for school campuses within the City of La Marque.

** Councilmember Lane made a motion to adopt Resolution No. R-2018-002.

** Mayor Pro-Tem Bell seconded.

Mayor Pro Tem Bell said that he, along with Councilmembers Lane and Michetich serve on the Texas City School District Facilities Advisory Board, and that it appears, but has not officially been propositioned, that La Marque schools are in much need of repair to the point that the recommendation would probably be that we would need new schools. “It is important as a city and as citizens within this city, and as a Council that we make it known to the TCISD that we would strongly prefer that any schools that are built to serve La Marque students, that they be built in the City of La Marque. I would personally like to see the possibility of an “Educational Village”, where schools are consolidated into a geographical area where we might be able to our serve our Elementary, our Junior High, our High School and have other amenities and facilities all in one geographical area, so that we might be able to serve our citizens and our students to the best of our abilities. I want to make sure that this is part of a letter that you, might draft that might explain our resolution in further detail.”

Mayor Hocking thanked Mayor Pro-Tem Bell, and added, “That style of education has worked very well in the Clear Falls Education Village off of 96, and I believe it is time for our students to have state of the art classrooms, facilities, buildings, and grounds. We have great teachers, we need to give them the tools to do their jobs. I appreciate that recommendation and without objection I will write a cover letter expressing that.”

Councilmember Michetich clarified that the area across I-45 is not the Texas City- La Marque school district, and added, “When we are talking about building new schools, they are here in the old part of La Marque, and not in the newer part. It is right here.”

MOTION CARRIED UNANIMOUSLY.

- c. Discussion/possible action regarding adopting Ordinance No. **O-2018-001**, amending Chapter 71, Section 71-28 of the Code of Ordinance of the City of La Marque, Texas, pertaining to the face size and height size requirements for digital billboards.



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** Mayor Pro-Tem Bell made a motion to approve Ordinance No. **O-2018-001.**

** Councilmember Lane seconded.

Councilwoman Mc Auliffe asked that this item be either tabled or begin a discussion, since she had some concerns that the size and height may not be in conjunction with the vision of the I-45 development and entrance that had been previously discussed and envisioned for the City. The state standards were briefly discussed and it was mentioned that there were only a few more locations along I-45 that could be effected by this amendment, but also that Tx DOT has their requirements as well. It was asked if the existing billboards were erected to the state standards. It was mentioned that there were two groups that are trying to come to an agreement on the height and sizes of billboards on a state level. As the billboard reads now, it does not allow billboards anywhere in the city other than along I-45, and that there could be a possibility of the paper signs currently along I-45 being converted to digital signs that would have to meet whatever specifications that are in place when that time comes. The signs at Kirby and 519 and I-45 were briefly discussed. Background was given that a previous workshop had taken place before the sign amendment was adopted for billboards and with the help of a potential buyer, free advertisement was given to the city, with the placement of the sign at Kirby, as well as help in the writing of the parameters that are in the current ordinance. Further discussion continued that the current billboard ordinance is still being discussed and further amendments will be considered and other clarifications will be made. **MOTION CARRIED UNANIMOUSLY.**

d. Discussion/possible action regarding approval of the Third Amendment to Public Improvement District (PID #1), Development and Financing Agreement for Painted Meadows, Section 5.

** Councilmember Lane made a motion to approve the Third Amendment to Public Improvement District (PID #1), Development and Financing Agreement for Painted Meadows, Section 5.

** Mayor Pro-Tem Bell seconded.

Randall Hall, representing the development of Painted Meadows subdivision and began to explain the process. "Since the Public Improvement District (PID) was created and adopted by ordinance that calls for the public bidding of the improvements, meaning the streets and the infrastructure underground in Painted Meadows. On a section by section basis, once that section is constructed, the construction costs are audited by the PID Board, which in this case is the Economic Development Corporation (EDC). Once audited, the EDC makes a recommendation to City Council approving the audit and recommending an assessment for every lot on an annual basis in Painted Meadows for a period of twenty years. This is the last section of Painted Meadows, 134 lots, and that the assessment that has been recommended by the financial advisor to the EDC then on to Council is \$1,550.00 per house per year." **MOTION CARRIED UNANIMOUSLY.**



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- e. Discussion/possible action regarding approving the levy of a Public Improvement District (PID #1) assessment for Painted Meadows, Section 5, in the amount of \$1,550.00 per house annually, for 20 years.
- ** Mayor Pro-Tem Bell made a motion to approve the levy of a Public Improvement District (PID #1) assessment for Painted Meadows, Section 5, in the amount of \$1,550.00 per house, annually, for 20 years.
- ** Councilmember Michetich seconded and clarified that the EDC has control of this and that it is not a MUD. **MOTION CARRIED UNANIMOUSLY.**
- f. Discussion/possible action regarding the transfer of Lots 20 and 21, Block 10, Mentor & Bell from the City of La Marque to the La Marque Economic Development Corporation
- ** Mayor Pro-Tem Bell made a motion approving the transfer of Lots 20 and 21, Block 10, Mentor & Bell from the City of La Marque to the La Marque Economic Development Corporation
- ** Councilwoman Mc Auliffe seconded. **MOTION CARRIED UNANIMOUSLY**
- g. Receive report and discuss blight reduction progress towards neighborhood revitalization in accordance with five year Strategic Plan.

City Manager Carol Buttler shared documents outlining the third report on revitalization in accordance with the five year strategic plan, highlighting accomplishments and future goals. (As seen in attachment "A").

- ** Mayor Pro-Tem Bell asked if there was a memorandum of understanding between the City and the solid waste contractor referencing the brush piles. It was said that it is part of the contract for their drivers to tag the piles of brush so that it can be determined whether it fits the brush pickup contract criteria or if it is a code violation.

Code Compliance Supervisor approached the podium, "When we noticed that brush was starting to collect again on the sides of the roads, we got together with Ms. Ortiz and got those plastic pamphlets and we put letters in them and went by every single house that had a debris or brush pile out there, and put it on their door knob so that they would get it and read it to be instructed on how to have it picked up. On top of that, we also go door to door and stop and talk to people."

Mayor Pro Tem then asked about getting the Neighborhood Empowerment Zone in place. "If we cannot reasonably control crime, it doesn't matter how many houses we paint, or roads we repair, the likelihood of us, successfully revitalizing and repopulating our city, would still be slim. We have a crime problem, not a police problem. About 30% of the properties in the Marsh Darcy report stated that they are owner occupied."



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Discussion continued including the fact that about 70% of the population are renters within the City. The possibility of adopting a Renter's Ordinance was discussed. So that the City can gather information on the property owners and communicate to them that their renters should be enhancing the city and not detracting from the city. "I will be willing to work with you on developing an ordinance. I think if we hold our property owners accountable, I think that they might help us from their side to help to make sure that their renters are folks that we can count on to be contributors." Then he asked for the City Manager to set up a meeting between with the person from Texas City that administers our Section 8 program, and let them know that we expect their Section 8 inspectors to do a service that will ensure that those on our Section 8 program are contributors also to the City. He asked for the City Manager to report back to Council after the meeting with Texas City.

City Manager Carol Buttler responded that she will be working to get the Neighborhood Empowerment Zone in place, and that possibly within the next ninety (90) days that she, along with Code Compliance are working on a Renter's Ordinance. All concurred that this would be a step in the right direction.

Mayor Hocking reported that a brush pile had been situated in the Lakeside and jetty area for quite a while, and would like it to be removed. Added that as soon to be President elect of the SETH (Southeast Texas Housing Finance Corporation), he would certainly want to bring these resources into light to encourage home buying.

- h. Discussion/possible action providing direction to the City Manager, regarding development of a City of La Marque Brand Style Guide that would directly impact a comprehensive wayfinding program, the La Marque Renaissance District, the Sign Ordinance and the Thoroughfare Overlay District.

Colleen Merritt, Public Information Officer began by stating that the new development and the historical La Marque should look the same, the main problem that she has seen is that La Marque has a perception problem, and explained the need for a Brand Standard within the City, to build a unified brand identity (forms, billboards, water towers, etc.). A wayfinding program will help identify where landmarks, parks, and other valued locations are within the city, including the new Fire Station. "We have the power to decide what we want our City to look like."

Further discussion asked for blessing and direction to move forward with these ideas, and it was the consensus of City Council to allow Ms. Merritt to move forward, and agreed that \$10,000.00 would make a big push in the right direction. She then provided samples that were included in their packets of some of the surrounding cities that have implemented a wayfinding program, which would include some workshops with members of staff and City Council in the new future.

(10) CITY MANAGER REPORT

- **Judicial**



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- **Police Department**
- **Fire Department**
- **Library**
- **Connect Transit**
- **Public Services**
- **Animal Services**
- **Financials**

There were no comments.

(11) EXECUTIVE SESSION

There was no Executive Session

(12) REQUEST AND ANNOUNCEMENTS

Mayor announced the untimely passing of Jake Feigle, and reported that his family has a wonderful legacy in the City of La Marque that will last forever. Jake was active in many, many City Council meetings, it says a lot for him that he was interested in community. Mayor Pro-Tem reported that the City is well represented as a few of the Councilmembers are members of the TCISD Facilities Advisory Committee and will do everything in their power to make sure that we have excellent schools within our City. Reminded all, of the Martin Luther King, Jr. annual parade, to take place on the 15th of January, and encouraged all to attend.

Councilmember Lane thanked everyone for attending.

Councilmember Michetich hoped everyone had a happy new year and is looking forward to a great 2018.

Councilmember Mc Auliffe concurred, "I think this a good time to be in La Marque and to be on this Council and there are a lot of big goals to look forward to."

(13) ADJOURNMENT

** Councilmember Lane made a motion to adjourn the Regular Meeting at 7:36 p.m.

** Mayor Pro-Tem Bell seconded. **MEETING ADJOURNED**

Bobby Hocking, Mayor

ATTEST:



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Robin Eldridge, TRMC
City Clerk

DRAFT



CITY COUNCIL AGENDA FORM

Meeting Date: 2/12/18
Prepared by: Suzy Kou
Department: Finance

Agenda item: 6b
Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding accepting the Quarterly Investment Reports for the Third and Fourth Quarters of 2017.

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1. Investment Report-third quarter 2017
2. Investment Report-fourth quarter 2017

STAFF BRIEFING:

- Per Public Funds Investment Act, we are required to submit quarterly investment reports to Council for acknowledgement purposes.

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 to accept the Quarterly Investment Reports for the Third and Fourth Quarters of 2017.

FISCAL IMPACT: N/A



City of La Marque, Texas

Quart **09/30/2017**

Detailed Holdings

TexPool Rate: 1.0151
Logic Rate: 1.2827
DWS 0.9300

Fund	Description	CUSIP	Coupon	Settlement Date	Maturity Date	Par Value	Purch Price	Purch Cost	Book Value	Mkt Price	Mkt Value	Days to Mat	YTM
General Fund	Logic		1.2827			4,122,282.48	100.000	4,122,282.48	4,122,282.48	100.000	4,122,282.48	1	1.2827
General Fund	TexPool		1.0151			430,807.13	100.000	430,807.13	430,807.13	100.000	430,807.13	1	1.0151
General Fund	DWS		0.9300			264,044.02	101.000	264,044.02	264,044.02	100.000	264,044.02	1	0.9300
Utility Fund	Logic		1.2827			4,604,233.58	100.000	4,604,233.58	4,604,233.58	100.000	4,604,233.58	1	1.2827
Utility Fund	TexPool		1.0151			481,174.36	100.000	481,174.36	481,174.36	100.000	481,174.36	1	1.0151
Utility Fund	DWS		0.9300			189,133.06	100.000	189,133.06	189,133.06	100.000	189,133.06	1	0.9300
Utility Fund	Logic		1.2827			71,371.33	100.000	71,371.33	71,371.33	100.000	71,371.33	1	1.2827
Utility Fund	TexPool		1.0151			7,458.80	100.000	7,458.80	7,458.80	100.000	7,458.80	1	1.0151
Utility Fund	DWS		0.9300			4,571.54	100.000	4,571.54	4,571.54	100.000	4,571.54	1	0.9300
Replacement Fund	Logic		1.2827			430,624.83	100.000	430,624.83	430,624.83	100.000	430,624.83	1	1.2827
Replacement Fund	TexPool		1.0151			45,003.28	100.000	45,003.28	45,003.28	100.000	45,003.28	1	1.0151
Replacement Fund	DWS		0.9300			27,582.76	100.000	27,582.76	27,582.76	100.000	27,582.76	1	0.9300
Hotel Motel Fund	Logic		1.2827			482,470.44	100.000	482,470.44	482,470.44	100.000	482,470.44	1	1.2827
Hotel Motel Fund	TexPool		1.0151			50,421.51	100.000	50,421.51	50,421.51	100.000	50,421.51	1	1.0151
Hotel Motel Fund	DWS		0.9300			30,903.62	100.000	30,903.62	30,903.62	100.000	30,903.62	1	0.9300
Debt Service	Logic		1.2827			593,650.80	100.000	593,650.80	593,650.80	100.000	593,650.80	1	1.2827
Debt Service	TexPool		1.0151			62,040.63	100.000	62,040.63	62,040.63	100.000	62,040.63	1	1.0151
Debt Service	DWS		0.9300			38,025.03	100.000	38,025.03	38,025.03	100.000	38,025.03	1	0.9300
LM EDC Operating	Logic		1.2827			3,734,838.56	100.000	3,734,838.56	3,734,838.56	100.000	3,734,838.56	1	1.2827
LM EDC Operating	TexPool		1.0151			1,183,125.06	100.000	1,183,125.06	1,183,125.06	100.000	1,183,125.06	1	1.0151
LM EDC Operating	DWS		0.9300			648.36	100.000	648.36	648.36	100.000	648.36	1	0.9300
LM EDC Operating	Money Market		0.1500			35,815.22	100.000	35,815.22	35,815.22	100.000	35,815.22	1	0.1500
LM EDC Operating	Texas First	5177	0.2000	11/27/2016	11/27/2017	200,801.22	100.000	200,801.22	200,801.22	100.000	200,801.22	58	0.2000
LM EDC Operating	Amoco CD		0.6000	08/30/2017	08/30/2018	101,139.50	100.000	101,139.50	101,139.50	100.000	101,139.50	334	0.8000
LM EDC Operating	ACU CD		0.6000	08/31/2017	08/31/2018	100,000.00	100.000	100,000.00	100,000.00	100.000	100,000.00	335	1.0000
1998 TWDB Sewer Rehab	DWS		0.9300			156,760.92	100.000	156,760.92	156,760.92	100.000	156,760.92	1	0.9300
2005 CO	TexPool		1.0151			118,942.11	100.000	118,942.11	118,942.11	100.000	118,942.11	1	1.0151
2007 CO	TexPool		1.0151			628,115.92	100.000	628,115.92	628,115.92	100.000	628,115.92	1	1.0151
2016 CO	Logic		1.2827			5,410,080.34	100.000	5,410,080.34	5,410,080.34	100.000	5,410,080.34	1	1.2827
Special Revenue Funds	DWS		0.9300			23,744.89	100.000	23,744.89	23,744.89	100.000	23,744.89	1	0.9300
Special Revenue Funds	TexPool		1.0151			38,741.48	100.000	38,741.48	38,741.48	100.000	38,741.48	1	1.0151
Special Revenue Funds	Logic		1.2827			330,563.99	100.000	330,563.99	330,563.99	100.000	330,563.99	1	1.2827
Library Memorial	Logic		1.2827			2,735.84	100.000	2,735.84	2,735.84	100.000	2,735.84	1	1.2827
Drug Seizure	Logic		1.2827			121,651.32	100.000	121,651.32	121,651.32	100.000	121,651.32	1	1.2827
Drug Seizure Fund	Logic		1.2827			40,143.25	100.000	40,143.25	40,143.25	100.000	40,143.25	1	1.2827
						24,163,647.17		24,163,647.17	24,163,647.17		24,163,647.17	4	1.2244

I certified that the Quarterly Investment Report represents the investment position of City of La Marque as of September 30, 2017 to the best of my knowledge and all investments under the City's control have been and are in com the Texas Public Funds Investment Act and the City's Investment Policy as adopted by City Council.

Investment Officer, CPFIM



City of La Marque, Texas

Quarter ended 9/30/17

Summary Data

Type Breakdown:	Book Value	Percent	Wtd Avg Mat	Wtd Avg Yield
LGIP	22,990,477.03	95.14%	1	1.247
MMKT	771,229.42	3.19%	1	0.894
CD	401,940.72	1.66%	196	0.550
	24,163,647.17	100.00%	4	1.224

Issuer Breakdown:	Book Value	Percent	Wtd Avg Mat	Wtd Avg Yield
Texas First	200,801.22	0.83%	58	0.200
ACU CD	100,000.00	0.41%	335	1.000
Amoco CD	101,139.50	0.42%	334	0.800
Money Market	35,815.22	0.15%	1	0.150
DWS	735,414.20	3.04%	1	0.930
Logic	19,944,646.75	82.54%	1	1.283
TexPool	3,045,830.28	12.61%	1	1.015
	24,163,647.17	100.00%	4	1.224

Fund Breakdown:	Book Value	Percent	Wtd Avg Mat	Wtd Avg Yield
General Fund	4,817,133.63	19.94%	1	1.239
Utility Fund	5,274,541.00	21.83%	1	1.246
Utility Fund (Restricted)	83,401.67	0.35%	1	1.239
Replacement Fund	503,210.87	2.08%	1	1.239
Capital Projects Fund	6,313,899.29	26.13%	1	1.242
Hotel Motel Fund	563,795.56	2.33%	1	1.239
Debt Service Fund	693,716.46	2.87%	1	1.239
LM EDC	5,356,367.92	22.17%	16	1.161
Special Revenue Fund	433,193.61	1.79%	1	1.239
Fiduciary Fund	124,387.16	0.51%	1	1.283
	24,163,647.17	100.00%	4	1.224

Maturity Breakdown:	Book Value	Percent
Less Than 90 Days	23,962,507.67	99.17%
90 to 180 Days	-	0.00%
181 to 365 Days	201,139.50	0.83%
More Than 365 Days	-	0.00%
	24,163,647.17	100.00%



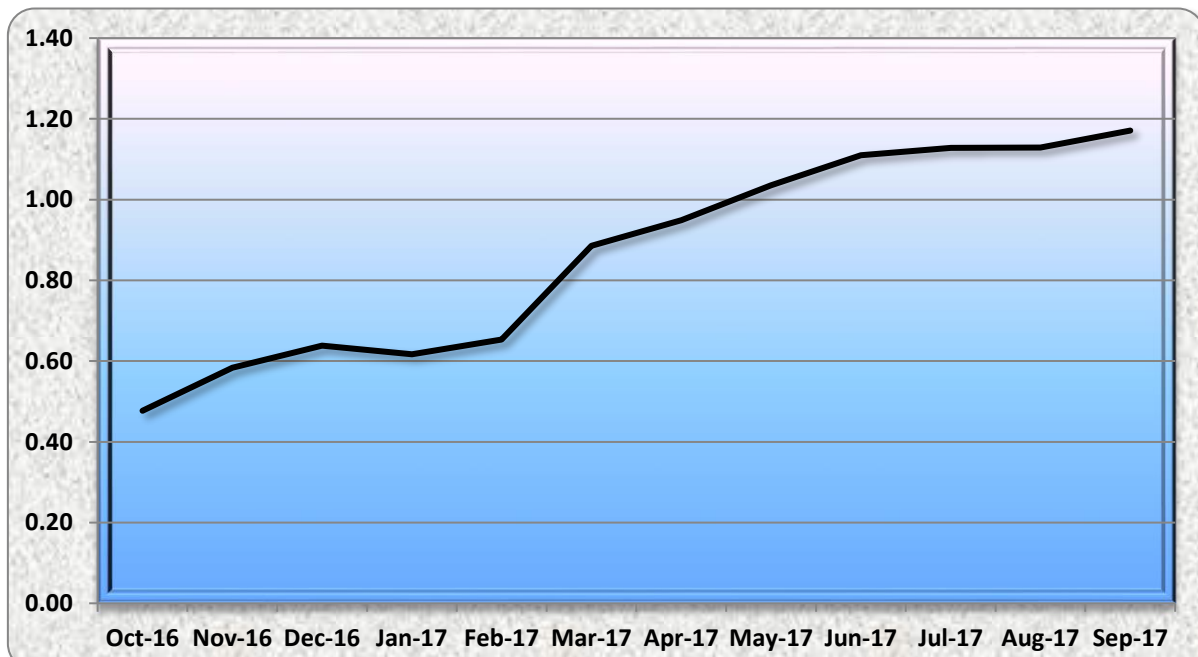
City of La Marque, Texas

Summary Investment Report For Period Ended 9/30/2017

Total Portfolio Summary			
	Current Quarter 09/30/2017	Prior Quarter 06/30/2017	Change From Prior
Book Value	24,163,647	27,681,736	-3,518,089
Market Value	24,163,647	27,681,736	-3,518,089
Market Value%	100.00%	100.00%	0.00%
Weighted Average Maturity - Days	4 days	3 days	1 days
Weighted Average Yield	1.22%	1.09%	0.13%

Portfolio Performance Summary	
Beginning Book Value	27,681,736
Beginning Market Value	27,681,736
Beginning WAM	3 days <i>Liquidity measurement</i>
Ending Book Value	24,163,647
Ending Market Value	24,163,647
Change in market value	-3,518,089 <i>Volatility measurement</i>
Ending WAM	4 days <i>Liquidity measurement</i>
Period Average Yield	1.22%
Period Average Benchmark	1.14%

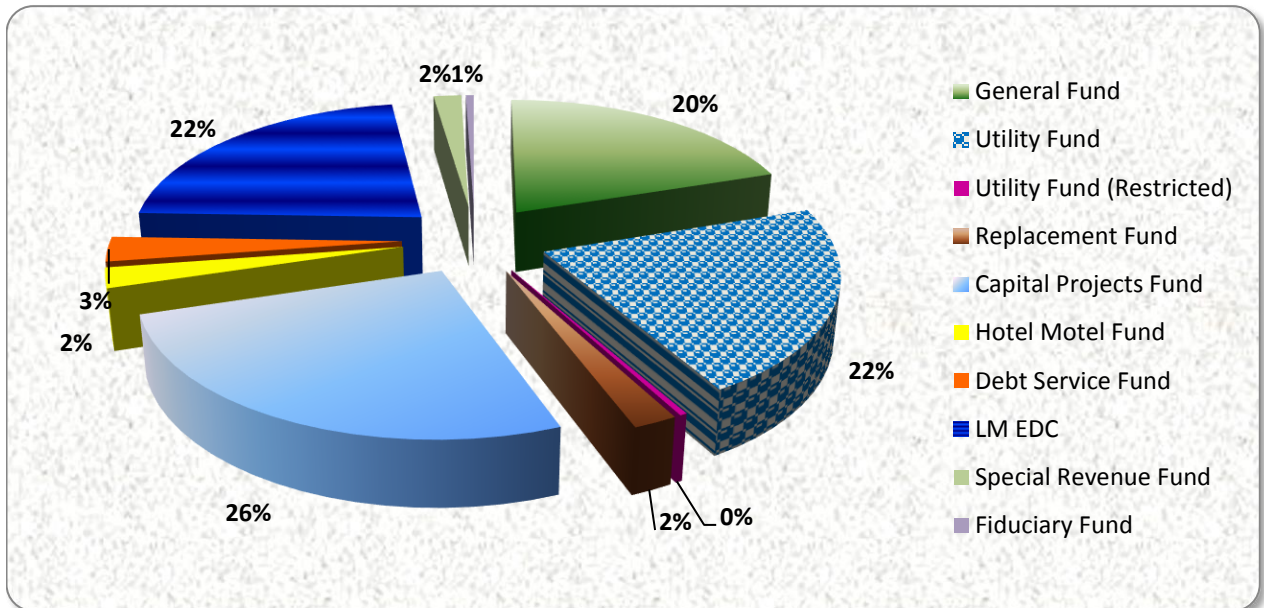
6-Month T-Bill Historical Trend





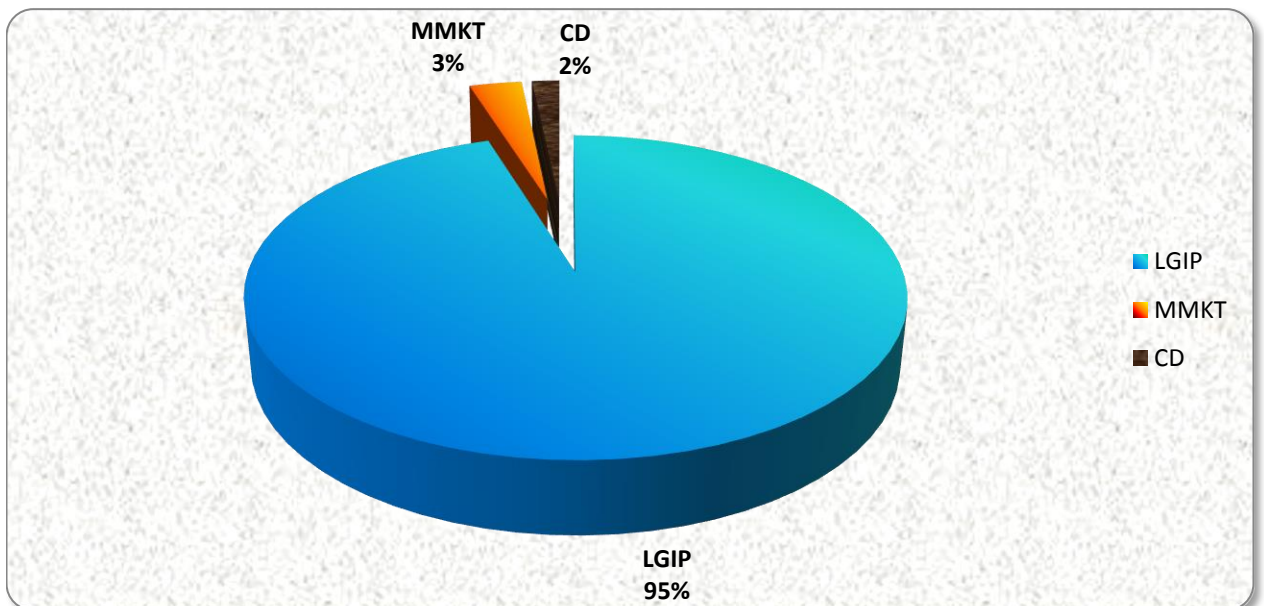
Investment Portfolio by Funds

As of 9/30/2017



Investment Portfolio by Types

As of 9/30/2017





City of La Marque, Texas

Quart **12/31/2017**

Detailed Holdings

TexPool Rate: 1.1764
Logic Rate: 1.3784
DWS 1.2000

Fund	Description	CUSIP	Coupon	Settlement Date	Maturity Date	Par Value	Purch Price	Purch Cost	Book Value	Mkt Price	Mkt Value	Days to Mat	YTM
General Fund	Logic		1.3784			3,904,814.17	100.000	3,904,814.17	3,904,814.17	100.000	3,904,814.17	1	1.3784
General Fund	TexPool		1.1764			395,005.24	100.000	395,005.24	395,005.24	100.000	395,005.24	1	1.1764
General Fund	DWS		1.2000			242,104.33	101.000	242,104.33	242,104.33	100.000	242,104.33	1	1.2000
Utility Fund	Logic		1.3784			5,190,060.91	100.000	5,190,060.91	5,190,060.91	100.000	5,190,060.91	1	1.3784
Utility Fund	TexPool		1.1764			525,018.90	100.000	525,018.90	525,018.90	100.000	525,018.90	1	1.1764
Utility Fund	DWS		1.2000			215,608.60	100.000	215,608.60	215,608.60	100.000	215,608.60	1	1.2000
Utility Fund	Logic		1.3784			71,930.23	100.000	71,930.23	71,930.23	100.000	71,930.23	1	1.3784
Utility Fund	TexPool		1.1764			7,276.36	100.000	7,276.36	7,276.36	100.000	7,276.36	1	1.1764
Utility Fund	DWS		1.2000			4,459.78	100.000	4,459.78	4,459.78	100.000	4,459.78	1	1.2000
Replacement Fund	Logic		1.3784			433,997.02	100.000	433,997.02	433,997.02	100.000	433,997.02	1	1.3784
Replacement Fund	TexPool		1.1764			43,902.50	100.000	43,902.50	43,902.50	100.000	43,902.50	1	1.1764
Replacement Fund	DWS		1.2000			26,908.46	100.000	26,908.46	26,908.46	100.000	26,908.46	1	1.2000
Hotel Motel Fund	Logic		1.3784			436,265.27	100.000	436,265.27	436,265.27	100.000	436,265.27	1	1.3784
Hotel Motel Fund	TexPool		1.1764			44,131.95	100.000	44,131.95	44,131.95	100.000	44,131.95	1	1.1764
Hotel Motel Fund	DWS		1.2000			27,049.10	100.000	27,049.10	27,049.10	100.000	27,049.10	1	1.2000
Debt Service	Logic		1.3784			585,326.96	100.000	585,326.96	585,326.96	100.000	585,326.96	1	1.3784
Debt Service	TexPool		1.1764			59,210.81	100.000	59,210.81	59,210.81	100.000	59,210.81	1	1.1764
Debt Service	DWS		1.2000			36,291.15	100.000	36,291.15	36,291.15	100.000	36,291.15	1	1.2000
LM EDC Operating	Logic		1.3784			3,701,271.09	100.000	3,701,271.09	3,701,271.09	100.000	3,701,271.09	1	1.3784
LM EDC Operating	TexPool		1.1764			1,186,368.55	100.000	1,186,368.55	1,186,368.55	100.000	1,186,368.55	1	1.1764
LM EDC Operating	DWS		1.2000			648.36	100.000	648.36	648.36	100.000	648.36	1	1.2000
LM EDC Operating	Money Market		0.1500			35,815.22	100.000	35,815.22	35,815.22	100.000	35,815.22	1	0.1500
LM EDC Operating	Texas First	5177	0.2000	11/27/2017	11/27/2018	200,801.22	100.000	200,801.22	200,801.22	100.000	200,801.22	331	0.6000
LM EDC Operating	Amoco CD		0.6000	08/30/2017	08/30/2018	101,343.55	100.000	101,343.55	101,343.55	100.000	101,343.55	242	0.8000
LM EDC Operating	ACU CD		0.6000	08/31/2017	08/31/2018	100,000.00	100.000	100,000.00	100,000.00	100.000	100,000.00	243	1.0000
1998 TWDB Sewer Rehab	DWS		1.2000			157,162.60	100.000	157,162.60	157,162.60	100.000	157,162.60	1	1.2000
2005 CO	TexPool		1.1764			119,268.16	100.000	119,268.16	119,268.16	100.000	119,268.16	1	1.1764
2007 CO	TexPool		1.1764			629,837.88	100.000	629,837.88	629,837.88	100.000	629,837.88	1	1.1764
2016 CO	Logic		1.3784			4,926,854.55	100.000	4,926,854.55	4,926,854.55	100.000	4,926,854.55	1	1.3784
Special Revenue Funds	DWS		1.2000			27,066.25	100.000	27,066.25	27,066.25	100.000	27,066.25	1	1.2000
Special Revenue Funds	TexPool		1.1764			44,159.94	100.000	44,159.94	44,159.94	100.000	44,159.94	1	1.1764
Special Revenue Funds	Logic		1.3784			436,541.99	100.000	436,541.99	436,541.99	100.000	436,541.99	1	1.3784
Library Memorial	Logic		1.3784			2,745.08	100.000	2,745.08	2,745.08	100.000	2,745.08	1	1.3784
Drug Seizure	Logic		1.3784			122,056.02	100.000	122,056.02	122,056.02	100.000	122,056.02	1	1.3784
						24,041,302.20		24,041,302.20	24,041,302.20		24,041,302.20	6	1.3349

I certified that the Quarterly Investment Report represents the investment position of City of La Marque as of December 31, 2017 to the best of my knowledge and all investments under the City's control have been and are in compliance with the Texas Public Funds Investment Act and the City's Investment Policy as adopted by City Council.

Investment Officer, CPFIM



City of La Marque, Texas

Quarter ended 12/31/17

Summary Data

Type Breakdown:	Book Value	Percent	Wtd Avg Mat	Wtd Avg Yield
LGIP	22,866,043.57	95.11%	1	1.351
MMKT	773,113.86	3.22%	1	1.151
CD	402,144.77	1.67%	287	0.750
	24,041,302.20	100.00%	6	1.335

Issuer Breakdown:	Book Value	Percent	Wtd Avg Mat	Wtd Avg Yield
Texas First	200,801.22	0.84%	331	0.600
ACU CD	100,000.00	0.42%	243	1.000
Amoco CD	101,343.55	0.42%	242	0.800
Money Market	35,815.22	0.15%	1	0.150
DWS	737,298.64	3.07%	1	1.200
Logic	19,811,863.29	82.41%	1	1.378
TexPool	3,054,180.28	12.70%	1	1.176
	24,041,302.20	100.00%	6	1.335

Fund Breakdown:	Book Value	Percent	Wtd Avg Mat	Wtd Avg Yield
General Fund	4,541,923.74	18.89%	1	1.351
Utility Fund	5,930,688.41	24.67%	1	1.354
Utility Fund (Restricted)	83,666.37	0.35%	1	1.351
Replacement Fund	504,807.98	2.10%	1	1.351
Capital Projects Fund	5,833,123.19	24.26%	1	1.348
Hotel Motel Fund	507,446.32	2.11%	1	1.351
Debt Service Fund	680,828.92	2.83%	1	1.351
LM EDC	5,326,247.99	22.15%	23	1.278
Special Revenue Fund	507,768.18	2.11%	1	1.351
Fiduciary Fund	124,801.10	0.52%	1	1.378
	24,041,302.20	100.00%	6	1.335

Maturity Breakdown:	Book Value	Percent
Less Than 90 Days	23,639,157.43	98.33%
90 to 180 Days	-	0.00%
181 to 365 Days	402,144.77	1.67%
More Than 365 Days	-	0.00%
	24,041,302.20	100.00%



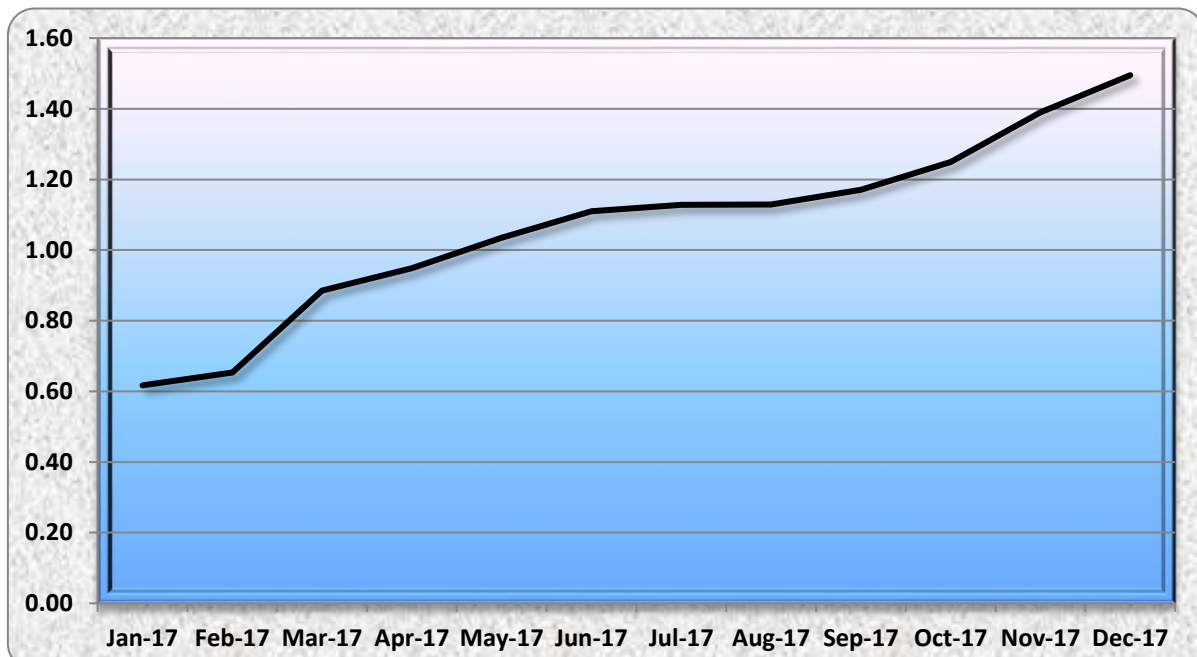
City of La Marque, Texas

Summary Investment Report For Period Ended 12/31/2017

Total Portfolio Summary			
	Current Quarter 12/31/2017	Prior Quarter 09/30/2017	Change From Prior
Book Value	24,041,302	24,163,647	-122,345
Market Value	24,041,302	24,163,647	-122,345
Market Value%	100.00%	100.00%	0.00%
Weighted Average Maturity - Days	6 days	4 days	2 days
Weighted Average Yield	1.33%	1.23%	0.10%

Portfolio Performance Summary	
Beginning Book Value	24,163,647
Beginning Market Value	24,163,647
Beginning WAM	4 days <i>Liquidity measurement</i>
Ending Book Value	24,041,302
Ending Market Value	24,041,302
Change in market value	-122,345 <i>Volatility measurement</i>
Ending WAM	6 days <i>Liquidity measurement</i>
Period Average Yield	1.33%
Period Average Benchmark	1.38%

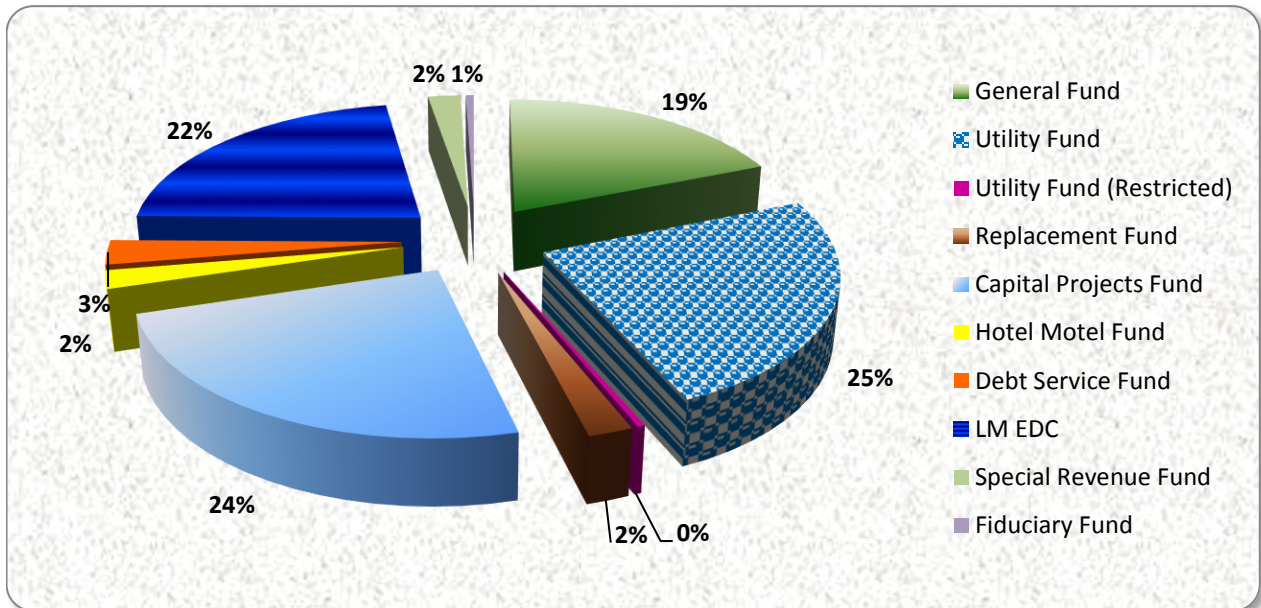
6-Month T-Bill Historical Trend





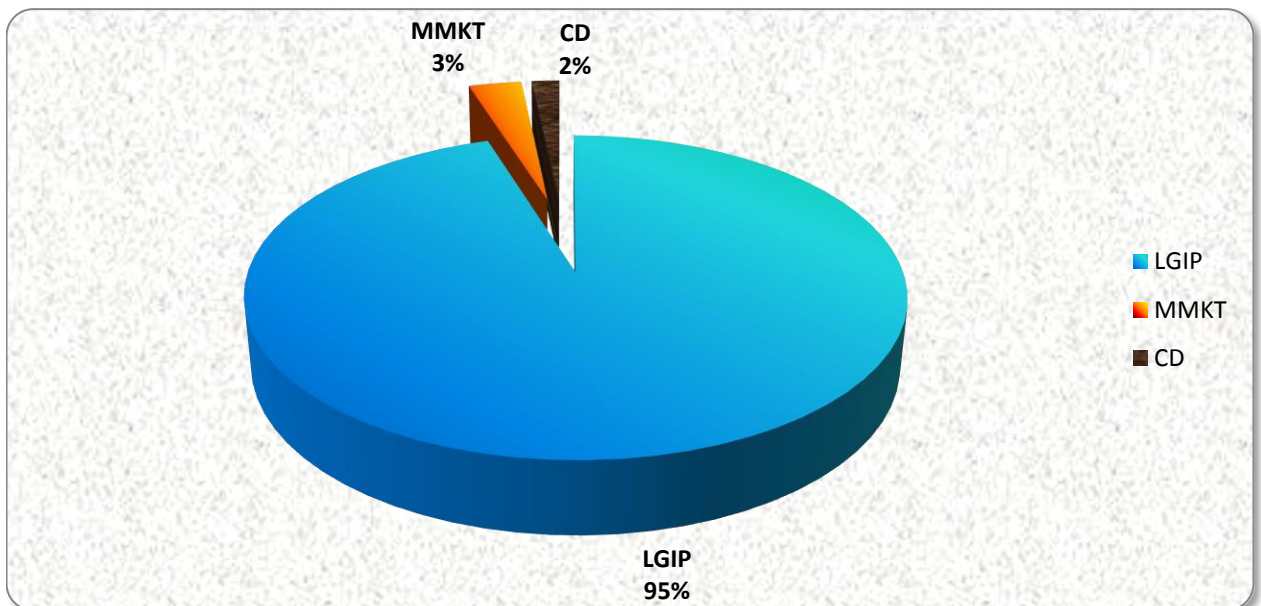
Investment Portfolio by Funds

As of 12/31/2017



Investment Portfolio by Types

As of 12/31/2017





CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Agenda item: 7&8a

Prepared by: Robin Eldridge

Reviewed by: Carol Buttlar

Department: Mayor and City Council

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding adopting Ordinance No. **O-2018-001**, amending Chapter 71, Section 71-28 of the Code of Ordinance of the City of La Marque, Texas, pertaining to the face size and height size requirements for digital billboards **THIS IS THE SECOND AND FINAL READING**

X

ATTACHMENTS FOR REFERENCE

1. Ordinance

STAFF BRIEFING:

- Mayor Hocking requested this item be brought to City Council for amendment.

HISTORY:

- The Signs and Billboards section of the Code of Ordinances was repealed and replaced in 2016.

TARGET IMPLEMENTATION: City Charter regulates after the Second and Final reading adoption of the ordinance.

SIGNIFICANT ACTION DATES:

September 2016 – Ordinance adopted repealing and replacing the section on Signs and Billboards

1.8.2018 – Ordinance approved by City Council on first reading

2.12.2018 – Public Hearing and Second and Final reading of Ordinance

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 Ordinance No. **O-2018-001**, amending Chapter 71, Section 71-28 of the Code of Ordinance of the City of La Marque, Texas, pertaining to the face size and height size requirements for digital billboards **THIS IS THE SECOND AND FINAL READING**



CITY COUNCIL AGENDA FORM

FISCAL IMPACT: N/A

ORDINANCE NO. O-2018-001

AN ORDINANCE OF THE CITY OF LA MARQUE, TEXAS, AMENDING CHAPTER 71, ZONING, SECTION 71-28, OUTDOOR ADVERTISING SIGN REGULATIONS, SUBSECTION (g), OFF-PREMISE, PARAGRAPH (3), BILLBOARDS, SUBPARAGRAPH B., DIGITAL BILLBOARD REQUIREMENTS, ITEM NO. 1., MAXIMUM DISPLAY AREA, AND ITEM NO. 2., MAXIMUM HEIGHT, TO CHANGE THE MAXIMUM FACE SIZE AND HEIGHT SIZE REQUIRMENTS FOR DIGITAL BILLBOARDS, AND PROVIDING FOR A SAVINGS AND REPEALING CLAUSE.

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

SECTION ONE:

That Chapter 71, Zoning, Section 71-28, Outdoor Advertising Sign Regulations, Subsection (g), Off-Premise, Paragraph (3), Billboards, Subparagraph B., Digital Billboard Requirements, Items No. 1 and 2 are hereby amended to read as follows:

“B. Digital billboard requirements:

1. Maximum Display Area: Six Hundred Seventy Two (672) square feet, or the active copy area shall not be greater than the original sign face.
2. Maximum Height: Fifty (50) feet.”

SECTION TWO:

Savings and Repealing Clause. All provisions of any Ordinance in conflict with this Ordinance are hereby repealed, but such repeal shall not abate any pending prosecution for violation of the repealed Ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the Ordinance. Any remaining portions of said Ordinances shall remain in full force and effect.

PASSED AND APPROVED by the City Council of the City of La Marque on the first reading this **8th** day of **January**, 2018.

PASSED, APPROVED AND ADOPTED by the City Council of the City of La Marque on the Second and Final reading this the ____ day of _____, 2018.

Outdoor Advertising Sign Regulations

CITY OF LAMARQUE, TEXAS

Bobby Hocking, Mayor
City of La Marque, Texas

ATTEST:

Robin Eldridge, City Clerk

APPROVED AS TO FORM:

Ellis J. Ortego, City Attorney



CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Prepared by: Charlene Warren

Department: Emergency
Management

Agenda item: 9a

Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding adopting Resolution No. **R-2018-003**, authorizing the Mayor to sign the “Joint Resolution” with Galveston County Emergency Management



ATTACHED FOR REFERENCE

1. Proposed Resolution
2. Galveston County Emergency Management Plan

STAFF BRIEFING:

- The City of La Marque and several other participating cities in Galveston County have chosen to adopt the County’s emergency management plan and its annexes, as adopted in Resolution 1164 dated July 25, 2011.
- The Galveston County Emergency Management Plan and its annexes are updated at a minimum of every five (5) years.
- The plan was last updated in February 2015.
- These plans are then reviewed by the Department of Emergency Management, as authorized by Texas Government Code, §418.043(4).
- The basic plan provides general guidance for emergency management activities, organization, and basic operational concepts.
- The plan requires adoption of a resolution and the signature of each participating city’s mayor and the county judge.

HISTORY:

- **February 23, 2015** – City Council adopted Resolution 2015-0004 to continue participation under the Galveston County Emergency Management Plan

TARGET IMPLEMENTATION: February 13, 2018

SIGNIFICANT ACTION DATES:

07.25.2011 – Resolved to join Galveston County’s Emergency Management Plan

09.09.2014 – Joint Resolution adopted at the Regular City Council meeting

02.23.2015 – Joint Resolution amended as recommended by Galveston County’s Legal Department and adopted at the Regular City Council meeting

Cost Details:



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 | |

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

STAFF'S RECOMMENDATION: Motion to adopt Resolution No. **R-2018-003**, authorizing the Mayor to sign the "Joint Resolution" with Galveston County Emergency Management

FISCAL IMPACT: N/A

RESOLUTION NO. R-2018-003

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS
ESTABLISHING AND CONTINUING AN INTERJURISDICTIONAL EMERGENCY
MANAGEMENT PLAN**

WHEREAS, the City of La Marque, by City Ordinance No. 660, and Galveston County, by Commissioners Court Order dated July 22, 2002, have established similar programs of comprehensive emergency management which include mitigation, preparedness, response, and recovery phases of emergency management; and

WHEREAS, the City of La Marque (City) and Galveston County (County) **FIND** that vulnerability to many potential hazards is shared by residents of the City and the unincorporated portions of the County; and

WHEREAS, the City and the County **FIND** that the common goal of emergency management can best be achieved through an organization which shares the combined resources of the City and the County; and

WHEREAS, the action herein is authorized by the aforementioned Ordinance and Order and any subsequent Ordinances and Orders amending such authorizations, if any; and

WHEREAS, the action herein is authorized by the Texas Disaster Act of 1975, which is codified as Chapter 418 of the Texas Government Code, including without limitation Sections 418.103, 418.104, 418.105, 418.106, and/or 418.107 of the Government Code:

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

Section 1. That the Galveston County emergency management organization previously established is hereby CONTINUED, which shall continue to consist of the officers and employees of the City and of the County as designated in the interjurisdictional emergency management plan, together with such organized volunteer groups as that plan may specify.

Section 2. That the Mayor of La Marque shall appoint an Emergency Management Coordinator to coordinate all aspects of the Galveston County program of comprehensive emergency management that relate to the City, including the preparation and maintenance of the interjurisdictional emergency management plan for the City and the County.

Section 3. That this Joint Resolution shall remain in effect indefinitely, unless and until amended or repealed by subsequent ordinance or order, as the case may be, of the City and the County.

PASSED, APPROVED AND ADOPTED, by the City Council of the City of La Marque on this the ____ day of _____, 2018

CITY OF LA MARQUE, TEXAS

Bobby Hocking, Mayor
City of La Marque

ATTEST:

Robin Eldridge, TRMC
City Clerk

APPROVED AS TO FORM:

Ellis Ortego, City Attorney

COUNTY OF GALVESTON, TEXAS

Mark Henry, County Judge
Galveston County, Texas

Date of Execution:

County Clerk



EMERGENCY MANAGEMENT PLAN

**GALVESTON COUNTY
AND PARTICIPATING CITIES**

RECORD OF CHANGES

[illegible]

APPROVAL & IMPLEMENTATION

The Galveston County Emergency Management Plan

This emergency management plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

Mark Henry, Galveston County Judge

Date

Garret Foskit, Emergency Management Coordinator

Date

The Galveston County and Participating Cities

Emergency Management Plan

Approval of Participating Cities

This emergency management plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

Daniel Konyha, Mayor of Bayou Vista

Date

The Galveston County and Participating Cities

Emergency Management Plan

Approval of Participating Cities

This emergency management plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

Mike McNamara, Mayor of Clear Lake Shores

Date

The Galveston County and Participating Cities

Emergency Management Plan

Approval of Participating Cities

This emergency management plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

Dorothy Childress, Mayor of Hitchcock

Date

The Galveston County and Participating Cities

Emergency Management Plan

Approval of Participating Cities

This emergency management plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

Steve Spicer, Mayor of Jamaica Beach

Date

The Galveston County and Participating Cities

Emergency Management Plan

Approval of Participating Cities

This emergency management plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

Carl Joiner, Mayor of Kemah

Date

The Galveston County and Participating Cities

Emergency Management Plan

Approval of Participating Cities

This emergency management plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

Bobby Hocking, Mayor of La Marque

Date

The Galveston County and Participating Cities

Emergency Management Plan

Approval of Participating Cities

This emergency management plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

Jeff Tambrella, Mayor of Santa Fe

Date

The Galveston County and Participating Cities

Emergency Management Plan

Approval of Participating Cities

This emergency management plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

Vernon Telschick, Mayor of Tiki Island

Date

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BASIC PLAN

I. AUTHORITY

A. Federal

1. Robert T. Stafford Disaster Relief & Emergency Assistance Act, (as amended), 42 U.S.C. 5121
2. Emergency Planning and Community Right-to-Know Act, 42 USC Chapter 116
3. Emergency Management and Assistance, 44 CFR
4. Hazardous Waste Operations & Emergency Response, 29 CFR 1910.120
5. Homeland Security Act of 2002
6. Homeland Security Presidential Directive. *HSPD-5*, Management of Domestic Incidents
7. Homeland Security Presidential Directive, *HSPD-3*, Homeland Security Advisory System
8. National Incident Management System
9. National Response Plan
10. National Strategy for Homeland Security, July 2002
11. Nuclear/Radiological Incident Annex of the National Response Plan

B. State

1. Government Code, Chapter 418 (Emergency Management)
2. Government Code, Chapter 421 (Homeland Security)
3. Government Code, Chapter 433 (State of Emergency)
4. Government Code, Chapter 791 (Inter-local Cooperation Contracts)
5. Health & Safety Code, Chapter 778 (Emergency Management Assistance Compact)
6. Executive Order of the Governor Relating to Emergency Management
7. Executive Order of the Governor Relating to the National Incident Management System
8. Administrative Code, Title 37, Part 1, Chapter 7 (Division of Emergency Management)
9. *The Texas Homeland Security Strategic Plan*, Parts I and II, December 15, 2003
10. *The Texas Homeland Security Strategic Plan*, Part III, February 2004

C. Local

1. Galveston County Commissioner's Court Resolution dated September 5, 2007.
2. City Resolutions:
 - a. Bayou Vista : _____
 - b. Clear Lake Shores: _____
 - c. Hitchcock: _____
 - d. Jamaica Beach: _____
 - e. Kemah: _____
 - f. La Marque: _____
 - g. Santa Fe: _____
 - h. Tiki Island: _____
3. Inter-local Agreements & Contracts. See the summary in Attachment 6.

II. PURPOSE

This Basic Plan outlines our approach to emergency operations, and is applicable to Galveston County and participating cities. It provides general guidance for emergency management activities and an overview of our methods of mitigation, preparedness, response, and recovery. The plan describes our emergency response organization and assigns responsibilities for various emergency tasks. This plan is intended to provide a framework for more specific functional annexes that describe in more detail who does what, when, and how. This plan applies to all local officials, departments, and agencies. The primary audience for the document includes our chief elected official and other elected officials, the emergency management staff, department and agency heads and their senior staff members, leaders of local volunteer organizations that support emergency operations, and others who may participate in our mitigation, preparedness, response, and recovery efforts.

III. EXPLANATION OF TERMS

A. Acronyms

AAR	After Action Report
ARC	American Red Cross
CFR	Code of Federal Regulations
DDC	Disaster District Committee
DHS	Department of Homeland Security
EOC	Emergency Operations or Operating Center
FBI	Federal Bureau of Investigation
FEMA	Federal Emergency Management Agency, an element of the U.S. Department of Homeland Security
Hazmat	Hazardous Material
HSPD-5	Homeland Security Presidential Directive 5
ICP	Incident Command Post
ICS	Incident Command System
IP	Improvement Plan
JFO	Joint Field Office
JIC	Joint Information Center
NIMS	National Incident Management System
NRF	National Response Framework
OSHA	Occupational Safety & Health Administration
PIO	Public Information Officer
SOPs	Standard Operating Procedures
SOC	State Operations Center
TRRN	Texas Regional Response Network
TSA	The Salvation Army

B. Definitions

1. Area Command (Unified Area Command): An organization established (1) to oversee the management of multiple incidents that are each being managed by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Sets overall strategy and priorities, allocates critical resources according to priorities, ensures that incidents are

properly managed, and ensures that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multijurisdictional.

2. Disaster District: Disaster Districts are regional state emergency management organizations mandated by the Executive Order of the Governor relating to Emergency Management whose boundaries parallel those of Highway Patrol Districts and Sub-Districts of the Texas Department of Public Safety.
3. Disaster District Committee: The DDC consists of a Chairperson (the local Highway Patrol captain or command lieutenant), and agency representatives that mirror the membership of the State Emergency Management Council. The DDC Chairperson, supported by committee members, is responsible for identifying, coordinating the use of, committing, and directing state resources within the district to respond to emergencies.
4. Emergency Operations Center: Specially equipped facilities from which government officials exercise direction and control and coordinate necessary resources in an emergency situation.
5. Public Information: Information that is disseminated to the public via the news media before, during, and/or after an emergency or disaster.
6. Emergency Situations: As used in this plan, this term is intended to describe a *range* of occurrences, from a minor incident to a catastrophic disaster. It includes the following:
 - a. Incident: An incident is a situation that is limited in scope and potential effects. Characteristics of an incident include:
 - 1) Involves a limited area and/or limited population.
 - 2) Evacuation or in-place sheltering is typically limited to the immediate area of the incident.
 - 3) Warning and public instructions are provided in the immediate area, not community-wide.
 - 4) One or two local response agencies or departments acting under an incident commander normally handle incidents. Requests for resource support are normally handled through agency and/or departmental channels.
 - 5) May require limited external assistance from other local response agencies or contractors.
 - 6) For the purposes of the NRF, incidents include the full range of occurrences that require an emergency response to protect life or property.
 - b. Emergency: An emergency is a situation that is larger in scope and more severe in terms of actual or potential effects than an incident. Characteristics include:
 - 1) Involves a large area, significant population, or important facilities.
 - 2) May require implementation of large-scale evacuation or in-place sheltering and implementation of temporary shelter and mass care operations.
 - 3) May require community-wide warning and public instructions.
 - 4) Requires a sizable multi-agency response operating under an incident commander.

- 5) May require some external assistance from other local response agencies, contractors, and limited assistance from state or federal agencies.
 - 6) The EOC will be activated to provide general guidance and direction, coordinate external support, and provide resource support for the incident.
 - 7) For the purposes of the NRF, an emergency (as defined by the Stafford Act) is “any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of catastrophe in any part of the United States.”
- c. Disaster: A disaster involves the occurrence or threat of significant casualties and/or widespread property damage that is beyond the capability of the local government to handle with its organic resources. Characteristics include:
- 1) Involves a large area, a sizable population, and/or important facilities.
 - 2) May require implementation of large-scale evacuation or in-place sheltering and implementation of temporary shelter and mass care operations.
 - 3) Requires community-wide warning and public instructions.
 - 4) Requires a response by all local response agencies operating under one or more incident commanders.
 - 5) Requires significant external assistance from other local response agencies, contractors, and extensive state or federal assistance.
 - 6) The EOC will be activated to provide general guidance and direction, provide emergency information to the public, coordinate state and federal support, and coordinate resource support for emergency operations.
 - 7) For the purposes of the NRF, a *major disaster* (as defined by the Stafford Act) is any catastrophe, regardless of the cause, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster federal assistance.
- d. Catastrophic Incident: For the purposes of the NRF, this term is used to describe any natural or manmade occurrence that results in extraordinary levels of mass casualties, property damage, or disruptions that severely affect the population, infrastructure, environment, economy, national morale, and/or government functions. An occurrence of this magnitude would result in sustained national impacts over prolonged periods of time, and would immediately overwhelm local and state capabilities. All catastrophic incidents are *Incidents of National Significance*.
7. Hazard Analysis: A document, published separately from this plan, that identifies the local hazards that have caused or possess the potential to adversely affect public health and safety, public or private property, or the environment.
8. Hazardous Material (Hazmat): A substance in a quantity or form posing an unreasonable risk to health, safety, and/or property when manufactured, stored, or transported. The substance, by its nature, containment, and reactivity, has the capability for inflicting harm during an accidental occurrence. Is toxic, corrosive, flammable, reactive, an irritant, or a strong sensitizer, and poses a threat to health and the environment when improperly managed. Includes toxic substances, certain infectious agents, radiological materials, and other related materials such as oil, used oil, petroleum products, and industrial solid waste substances

9. Inter-local agreements: Arrangements between governments or organizations, either public or private, for reciprocal aid and assistance during emergency situations where the resources of a single jurisdiction or organization are insufficient or inappropriate for the tasks that must be performed to control the situation. These are commonly referred to as mutual aid agreements.
10. Stafford Act: The Robert T. Stafford Disaster Relief and Emergency Assistance Act authorizes federal agencies to undertake special measures designed to assist the efforts of states in expediting the rendering of aid, assistance, emergency services, and reconstruction and rehabilitation of areas devastated by disaster.
11. Standard Operating Procedures: Approved methods for accomplishing a task or set of tasks. SOPs are typically prepared at the department or agency level. This may also be referred to as Standard Operating Guidelines (SOGs).

IV. SITUATION AND ASSUMPTIONS

A. Situation

Galveston County is exposed to many hazards, all of which have the potential for disrupting the community, causing casualties, and damaging or destroying public or private property. A summary of our major hazards is provided in Figure 1. More detailed information is provided in our Hazard Analysis, published separately.

Figure 1

HAZARD SUMMARY

Hazard Type:	Likelihood of Occurrence*	Estimated Impact on Public Health & Safety			Estimated Impact on Property		
		Limited	Moderate	Major	Limited	Moderate	Major
Power Failure	LIKELY			X		X	
Mass Casualty	UNLIKELY			X	X		
Radiological	UNLIKELY			X	X		
Civil Disorder	OCCASIONAL			X		X	
Dam Failure	OCCASIONAL		X				X
Drought	LIKELY		X			X	
Earthquake	UNLIKELY		X				X
Enemy Military Attack	OCCASIONAL			X			X
Energy/Fuel Shortage	UNLIKELY	X			X		
Erosion	LIKELY		X			X	
Explosion	LIKELY		X				X
Flash Flooding	HIGHLY LIKELY		X			X	
Flooding (river or tidal)	HIGHLY LIKELY			X			X
Hailstorm	OCCASIONALLY	X				X	
Hazmat/Oil Spill (fixed site)	HIGHLY LIKELY			X			X
Hazmat/Oil Spill (transport)	HIGHLY LIKELY			X			X
Hurricane/ Tropical Weather	HIGHLY LIKELY			X			X
Major Structural Fire	LIKELY			X		X	
Nuclear Facility Incident	UNLIKELY			X			X
Subsidence	HIGHLY LIKELY		X			X	

Terrorism	LIKELY	X	X
Tornado	HIGHLY LIKELY	X	X
Water System Failure	OCCASIONAL	X	X
Wildfire	LIKELY	X	X
Winter Storm	OCCASIONAL	X	X
* Likelihood of Occurrence: Unlikely, Occasional, Likely, or Highly Likely			

B. Assumptions

1. Galveston County will continue to be exposed to and subject to the impact of those hazards described above and as well as lesser hazards and others that may develop in the future.
2. It is possible for a major disaster to occur at any time and at any place. In many cases, dissemination of warning to the public and implementation of increased readiness measures may be possible. However, some emergency situations occur with little or no warning.
3. Outside assistance will be available in most emergency situations, affecting our county. Since it takes time to summon external assistance, it is essential for us to be prepared to carry out the initial emergency response on an independent basis.
4. Proper mitigation actions, such as floodplain management, and fire inspections, can prevent or reduce disaster-related losses. Detailed emergency planning, training of emergency responders and other personnel, and conducting periodic emergency drills and exercises can improve our readiness to deal with emergency situations.

V. CONCEPT OF OPERATIONS

A. Objectives

The objectives of our emergency management program are to protect public health and safety and preserve public and private property.

B. General

1. It is our responsibility to protect public health and safety and preserve property from the effects of hazardous events. We have the primary role in identifying and mitigating hazards, preparing for and responding to, and managing the recovery from emergency situations that affect our community.
2. It is impossible for government to do everything that is required to protect the lives and property of our population. Our citizens have the responsibility to prepare themselves and their families to cope with emergency situations and manage their affairs and property in ways that will aid the government in managing emergencies. We will assist our citizens in carrying out these responsibilities by providing public information and instructions prior to and during emergency situations.
3. Local government is responsible for organizing, training, and equipping local emergency responders and emergency management personnel, providing appropriate emergency facilities, providing suitable warning and communications systems, and for contracting

for emergency services. The state and federal governments offer programs that provide some assistance with portions of these responsibilities.

4. To achieve our objectives, we have organized an emergency management program that is both integrated (employs the resources of government, organized volunteer groups, and businesses) and comprehensive (addresses mitigation, preparedness, response, and recovery). This plan is one element of our preparedness activities.
5. This plan is based on an all-hazard approach to emergency planning. It addresses general functions that may need to be performed during any emergency situation and is not a collection of plans for specific types of incidents. For example, the warning annex addresses techniques that can be used to warn the public during any emergency situation, whatever the cause.
6. Departments and agencies tasked in this plan are expected to develop and keep current standard operating procedures that describe how emergency tasks will be performed. Departments and agencies are charged with ensuring the training and equipment necessary for an appropriate response are in place.
7. This plan is based upon the concept that the emergency functions that must be performed by many departments or agencies generally parallel some of their normal day-to-day functions. To the extent possible, the same personnel and material resources used for day-to-day activities will be employed during emergency situations. Because personnel and equipment resources are limited, some routine functions that do not contribute directly to the emergency may be suspended for the duration of an emergency. The personnel, equipment, and supplies that would normally be required for those functions will be redirected to accomplish emergency tasks.
8. We have adopted the National Incident Management System (NIMS) in accordance with the President's Homeland Security Directive (HSPD)-5. Our adoption of NIMS will provide a consistent approach to the effective management of situations involving natural or man-made disasters, or terrorism. NIMS allows us to integrate our response activities using a set of standardized organizational structures designed to improve interoperability between all levels of government, private sector, and nongovernmental organizations.
9. This plan, in accordance with the National Response Framework (NRF), is an integral part of the national effort to prevent, and reduce America's vulnerability to terrorism, major disasters, and other emergencies, minimize the damage and recover from attacks, major disasters, and other emergencies that occur. In the event of an Incident of national significance, as defined in HSPD-5, we will integrate all operations with all levels of government, private sector, and nongovernmental organizations through the use of NRF coordinating structures, processes, and protocols.

C. Operational Guidance

We will employ the six components of the NIMS in all operations, which will provide a standardized framework that facilitates our operations in all phases of emergency management. Attachment 7 provides further details on the NIMS.

1. Initial Response. Our emergency responders are likely to be the first on the scene of an emergency situation. They will normally take charge and remain in charge of the incident until it is resolved or others who have legal authority to do so assume responsibility. They will seek guidance and direction from our local officials and seek technical assistance from state and federal agencies and industry where appropriate.
2. Implementation of ICS
 - a. The first local emergency responder to arrive at the scene of an emergency situation will implement the incident command system and serve as the incident commander until relieved by a more senior or more qualified individual. The incident commander will establish an incident command post (ICP) and provide an assessment of the situation to local officials, identify response resources required, and direct the on-scene response from the ICP.
 - b. For some types of emergency situations, a specific incident scene may not exist in the initial response phase and the EOC may accomplish initial response actions, such as mobilizing personnel and equipment and issuing precautionary warning to the public. As the potential threat becomes clearer and a specific impact site or sites identified, an incident command post may be established, and direction and control of the response transitioned to the Incident Commander.
3. Source and Use of Resources.
 - a. We will use our own resources, all of which meet the requirements for resource management in accordance with the NIMS, to respond to emergency situations, purchasing supplies and equipment if necessary, and request assistance if our resources are insufficient or inappropriate. §418.102 of the Government Code provides that the county should be the first channel through which a municipality requests assistance when its resources are exceeded. If additional resources are required, we will:
 - 1) Summon those resources available to us pursuant to inter-local agreements. See Attachment 6 to this plan, which summarizes the inter-local agreements and identifies the officials authorized to request those resources.
 - 2) Summon emergency service resources that we have contracted for. See Attachment 6.
 - 3) Request assistance from volunteer groups active in disasters.
 - 4) Request assistance from industry or individuals who have resources needed to deal with the emergency situation.
 - b. When external agencies respond to an emergency situation within our jurisdiction, we expect them to conform to the guidance and direction provided by our incident commander, which will be in accordance with the NIMS.

D. Incident Command System (ICS)

1. We intend to employ ICS, an integral part of the NIMS, in managing emergencies. ICS is both a strategy and a set of organizational arrangements for directing and controlling field operations. It is designed to effectively integrate resources from different agencies

into a temporary emergency organization at an incident site that can expand and contract with the magnitude of the incident and resources on hand. A summary of ICS is provided in Attachment 7.

2. The incident commander is responsible for carrying out the ICS function of command -- managing the incident. The four other major management activities that form the basis of ICS are operations, planning, logistics, and finance/administration. For small-scale incidents, the incident commander and one or two individuals may perform all of these functions. For larger incidents, a number of individuals from different departments or agencies may be assigned to separate staff sections charged with those functions.
3. An incident commander using response resources from one or two departments or agencies can handle the majority of emergency situations. Departments or agencies participating in this type of incident response will normally obtain support through their own department or agency.
4. In emergency situations where other jurisdictions or the state or federal government are providing significant response resources or technical assistance, it is generally desirable to transition from the normal ICS structure to a Unified or Area Command structure. This arrangement helps to ensure that all participating agencies are involved in developing objectives and strategies to deal with the emergency. Attachment 7 provides additional information on Unified and Area Commands.

E. ICS - EOC Interface

1. For major emergencies and disasters, the Emergency Operations Center (EOC) will be activated. When the EOC is activated, it is essential to establish a division of responsibilities between the incident command post and the EOC. A general division of responsibilities is outlined below. It is essential that a precise division of responsibilities be determined for specific emergency operations.
2. The incident commander is generally responsible for field operations, including:
 - a. Isolating the scene.
 - b. Directing and controlling the on-scene response to the emergency situation and managing the emergency resources committed there.
 - c. Warning the population in the area of the incident and providing emergency instructions to them.
 - d. Determining and implementing protective measures (evacuation or in-place sheltering) for the population in the immediate area of the incident and for emergency responders at the scene.
 - e. Implementing traffic control arrangements in and around the incident scene.
 - f. Requesting additional resources from the EOC.
3. The EOC is generally responsible for:
 - a. Providing resource support for the incident command operations.
 - b. Issuing community-wide warning.
 - c. Issuing instructions and providing information to the general public.
 - d. Organizing and implementing large-scale evacuation.

- e. Organizing and implementing shelter and mass arrangements for evacuees.
 - f. Coordinating traffic control for large-scale evacuations.
 - g. Requesting assistance from the State and other external sources.
4. In some large-scale emergencies or disasters, emergency operations with different objectives may be conducted at geographically separated scenes. In such situations, more than one incident command operation may be established. If this situation occurs, a transition to an Area Command or a Unified Area Command is desirable, and the allocation of resources to specific field operations will be coordinated through the EOC.

F. State, Federal & Other Assistance

1. State & Federal Assistance

- a. If local resources are inadequate to deal with an emergency situation, we will request assistance from the State. State assistance furnished to local governments is intended to supplement local resources and not substitute for such resources, including mutual aid resources, equipment purchases or leases, or resources covered by emergency service contracts. As noted previously, cities must request assistance from their county before requesting state assistance.
- b. Requests for state assistance should be made to the Disaster District Committee (DDC) Chairperson, who is located at the Department of Public Safety District Office in Texas City. See Appendix 3 to Annex M, Resource Management, for a form that can be used to request state assistance. In essence, state emergency assistance to local governments begins at the DDC level and the key person to validate a request for, obtain, and provide that state assistance and support is the DDC Chairperson. A request for state assistance must be made by the chief elected official, the County Judge or Mayor, and may be made by telephone, fax, or teletype. The DDC Chairperson has the authority to utilize all state resources within the district to respond to a request for assistance, with the exception of the National Guard. Use of National Guard resources requires approval of the Governor.
- c. The Disaster District staff will forward requests for assistance that cannot be satisfied by state resources within the District to the State Operations Center (SOC) in Austin for action.

2. Other Assistance

- a. If resources required to control an emergency situation are not available within the State, the Governor may request assistance from other states pursuant to a number of interstate compacts or from the federal government through the Federal Emergency Management Agency (FEMA).
- b. For major emergencies and disasters for which a Presidential declaration has been issued, federal agencies may be mobilized to provide assistance to states and local governments. The *National Response Framework* (NRF) describes the policies, planning assumptions, concept of operations, and responsibilities of designated federal agencies for various response and recovery functions. The

Nuclear/Radiological Incident Annex of the NRP addresses the federal response to major incidents involving radioactive materials.

- c. FEMA has the primary responsibility for coordinating federal disaster assistance. No direct federal disaster assistance is authorized prior to a Presidential emergency or disaster declaration, but FEMA has limited authority to stage initial response resources near the disaster site and activate command and control structures prior to a declaration and the Department of Defense has the authority to commit its resources to save lives prior to an emergency or disaster declaration. See Annex J, Recovery, for additional information on the assistance that may be available during disaster recovery.
- d. The NRF applies to Stafford and non-Stafford Act incidents and is designed to accommodate not only actual incidents, but also the threat of incidents. Therefore, NRF implementation is possible under a greater range of incidents.

G. Emergency Authorities

- 1. Key federal, state, and local legal authorities pertaining to emergency management are listed in Section I of this plan.
- 2. Texas statutes and the Executive Order of the Governor Relating to Emergency Management provide local government, principally the chief elected official, with a number of powers to control emergency situations. If necessary, we shall use these powers during emergency situations. These powers include:
 - a. Emergency Declaration: In the event of riot or civil disorder, the County Judge or Mayor may request the Governor to issue an emergency declaration for this jurisdiction and take action to control the situation. Use of the emergency declaration is explained in Annex U, Legal.
 - b. Disaster Declaration: When an emergency situation has caused severe damage, injury, or loss of life or it appears likely to do so, the County Judge or Mayor may by executive order or proclamation declare a local state of disaster. The County Judge or Mayor may subsequently issue orders or proclamations referencing that declaration to invoke certain emergency powers granted the Governor in the Texas Disaster Act *on an appropriate local scale* in order to cope with the disaster. These powers include:
 - 1) Suspending procedural laws and rules to facilitate a timely response.
 - 2) Using all available resources of government and commandeering private property, subject to compensation, to cope with the disaster.
 - 3) Restricting the movement of people and occupancy of premises.
 - 4) Prohibiting the sale or transportation of certain substances.
 - 5) Implementing price controls.

A local disaster declaration activates the recovery and rehabilitation aspects of this plan. A local disaster declaration is required to obtain state and federal disaster recovery assistance. See Annex U, Legal, for further information on disaster declarations and procedures for invoking emergency powers.

- c. Authority for Evacuations: State law provides a county judge or mayor with the authority to order the evacuation of all or part of the population from a stricken or threatened area within their respective jurisdictions.

H. Actions by Phases of Emergency Management

1. This plan addresses emergency actions that are conducted during all four phases of emergency management.

- a. Mitigation

We will conduct mitigation activities as an integral part of our emergency management program. Mitigation is intended to eliminate hazards, reduce the probability of hazards causing an emergency situation, or lessen the consequences of unavoidable hazards. Mitigation should be a pre-disaster activity, although mitigation may also occur in the aftermath of an emergency situation with the intent of avoiding repetition of the situation. Our mitigation program is outlined in Annex P, Mitigation.

- b. Preparedness

We will conduct preparedness activities to develop the response capabilities needed in the event an emergency. Among the preparedness activities included in our emergency management program are:

- 1) Providing emergency equipment and facilities.
- 2) Emergency planning, including maintaining this plan, its annexes, and appropriate SOPs.
- 3) Conducting or arranging appropriate training for emergency responders, emergency management personnel, other local officials, and volunteer groups who assist us during emergencies.
- 4) Conducting periodic drills and exercises to test our plans and training.

- c. Response

We will respond to emergency situations effectively and efficiently. The focus of most of this plan and its annexes is on planning for the response to emergencies. Response operations are intended to resolve an emergency situation while minimizing casualties and property damage. Response activities include warning, emergency medical services, firefighting, law enforcement operations, evacuation, shelter and mass care, emergency public information, search and rescue, as well as other associated functions.

- d. Recovery

If a disaster occurs, we will carry out a recovery program that involves both short-term and long-term efforts. Short-term operations seek to restore vital services to the community and provide for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal state. The federal government,

pursuant to the Stafford Act, provides the vast majority of disaster recovery assistance. The recovery process includes assistance to individuals, businesses, and to government and other public institutions. Examples of recovery programs include temporary housing, restoration of government services, debris removal, restoration of utilities, disaster mental health services, and reconstruction of damaged roads and bridges. Our recovery program is outlined in Annex J, Recovery.

VI. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

1. General

Most departments and agencies of local government have emergency functions in addition to their normal day-to-day duties. During emergency situations, our normal organizational arrangements are modified to facilitate emergency operations. Our governmental organization for emergencies includes an executive group, emergency services, and support services. Attachment 3 depicts our emergency organization.

2. Executive Group

The Executive Group provides guidance and direction for emergency management programs and for emergency response and recovery operations. The Executive Group includes the County Judge, Mayor(s), City Manager(s), and Emergency Management Coordinator(s).

3. Emergency Services

Emergency Services include the Incident Commander and those departments, agencies, and groups with primary emergency response actions. The incident commander is the person in charge at an incident site.

4. Emergency Support Services

This group includes departments and agencies that support and sustain emergency responders and also coordinate emergency assistance provided by organized volunteer organizations, business and industry, and other sources.

5. Volunteer and Other Services

This group includes organized volunteer groups and businesses that have agreed to provide certain support for emergency operations.

B. Assignment of Responsibilities

1. General

For most emergency functions, successful operations require a coordinated effort from a number of departments, agencies, and groups. To facilitate a coordinated effort, elected

and appointed officials, departments and agency heads, and other personnel are assigned primary responsibility for planning and coordinating specific emergency functions. Generally, primary responsibility for an emergency function will be assigned to an individual from the department or agency that has legal responsibility for that function or possesses the most appropriate knowledge and skills. Other officials, departments, and agencies may be assigned support responsibilities for specific emergency functions. Attachment 4 summarizes the general emergency responsibilities of local officials, department and agency heads, and other personnel.

2. The individual having primary responsibility for an emergency function is normally responsible for coordinating preparation of and maintaining that portion of the emergency plan that addresses that function. Plan and annex assignments are outlined in Attachment 5. Listed below are general responsibilities assigned to the Executive Group, Emergency Services, Support Services, and other Support Agencies. Additional specific responsibilities can be found the functional annexes to this Basic Plan.

3. Executive Group Responsibilities

- a. The County Judge/Mayor will:

- 1) Establish objectives and priorities for the emergency management program and provide general policy guidance on the conduct of that program.
 - 2) Monitor the emergency response during disaster situations and provides direction where appropriate.
 - 3) With the assistance of the Public Information Officer, keep the public informed during emergency situations.
 - 4) With the assistance of the legal staff, declare a local state of disaster, request the Governor declare a state of emergency, or invoke the emergency powers of government when necessary.
 - 5) Request assistance from other local governments or the State when necessary.
 - 6) Direct activation of the EOC.

- b. The Emergency Management Coordinator will:

- 1) Implement the policies and decisions of the governing body relating to emergency management.
 - 2) Organize the emergency management program and identify personnel, equipment, and facility needs.
 - 3) Assign emergency management program tasks to departments and agencies.
 - 4) Ensure that departments and agencies participate in emergency planning, training, and exercise activities.

- 5) Coordinate the operational response of local emergency services.
- 6) Coordinate activation of the EOC and supervise its operation.
- 7) Serve as the staff advisor to our County Judge, Mayor, and/or City Manager on emergency management matters.
- 8) Keep the County Judge, Mayor, and/or City Manager governing body apprised of our preparedness status and emergency management needs.
- 9) Coordinate local planning and preparedness activities and the maintenance of this plan.
- 10) Prepare and maintain a resource inventory.
- 11) Arrange appropriate training for local emergency management personnel and emergency responders.
- 12) Coordinate periodic emergency exercises to test our plan and training.
- 13) Manage the EOC, develop procedures for its operation, and conduct training for those who staff it.
- 14) Activate the EOC when required.
- 15) Perform day-to-day liaison with the state emergency management staff and other local emergency management personnel.
- 16) Coordinate with organized volunteer groups and businesses regarding emergency operations.

4. Common Responsibilities

All emergency services and support services will:

- a. Provide personnel, equipment, and supplies to support emergency operations upon request.
- b. Develop and maintain SOPs for emergency tasks.
- c. Provide trained personnel to staff the incident command post and EOC and conduct emergency operations.
- d. Provide current information on emergency resources for inclusion in the Resource List in Appendix 1 to Annex M, Resource Management.
- e. Report information regarding emergency situations and damage to facilities and equipment to the Incident Commander or the EOC.

5. Emergency Services Responsibilities

- a. The Incident Commander will:
 - 1) Manage emergency response resources and operations at the incident site command post to resolve the emergency situation.
 - 2) Determine and implement required protective actions for response personnel and the public at an incident site.
- b. Warning:
 - 1) Primary responsibility for this function is assigned to the Police Chief / County Sheriff / Emergency Management Coordinator, who will prepare and maintain Annex A (Warning) to this plan and supporting SOPs.
 - 2) Emergency tasks to be performed include:
 - a) Receive information on emergency situations.
 - b) Alert key local officials of emergency situations.
 - c) Disseminate warning information and instructions to the public through available warning systems.
 - d) Disseminate warning and instructions to special facilities such as schools and hospitals.
- c. Communications:
 - 1) Primary responsibility for this function is assigned to Police Chief / County Sheriff / Emergency Management Coordinator, who will prepare and maintain Annex B (Communications) to this plan and supporting SOPs.
 - 2) Emergency tasks to be performed include:
 - a) Identify the communications systems available with the local area and determine the connectivity of those systems, and ensure their interoperability.
 - b) Develop plans and procedures for coordinated use of the various communications systems available in this jurisdiction during emergencies.
 - c) Determine and implement means of augmenting communications during emergencies, including support by volunteer organizations.
- d. Radiological Protection:
 - 1) Primary responsibility for this function is assigned to the Fire Chief / Fire Marshal / other, who will prepare and maintain Annex D (Radiological Protection) to this plan and supporting SOPs.

- 2) Emergency tasks to be performed include:
 - a) Maintain inventory of radiological equipment.
 - b) Ensure response forces include personnel with current training in radiological monitoring and decontamination.
 - c) Respond to radiological incidents and terrorist incidents involving radiological materials.
 - d) Make notification concerning radiological incidents to state and federal authorities.
- e. Evacuation:
 - 1) Primary responsibility for this function is assigned to the Police Chief / County Sheriff / Emergency Management Coordinator, who will prepare and maintain Annex E (Evacuation) to this plan and supporting SOPs.
 - 2) Emergency tasks to be performed include:
 - a) Identify areas where evacuation has been or may in the future and determine of population at risk.
 - b) Perform evacuation planning for known risk areas to include route selection and determination of traffic control requirements.
 - c) Develop simplified planning procedures for ad hoc evacuations.
 - d) Determine emergency public information requirements.
 - e) Perform evacuation planning for functional and access needs (schools, hospitals, nursing homes, and other institutions).
- f. Firefighting:
 - 1) Primary responsibility for this function is assigned to the Fire Chief and EMC, who will prepare and maintain Annex F (Firefighting) to this plan and supporting SOPs.
 - 2) Emergency tasks to be performed include:
 - a) Fire prevention activities.
 - b) Fire detection and control.
 - c) Hazardous material and oil spill response.
 - d) Terrorist incident response.
 - e) Evacuation support.
 - f) Post-incident reconnaissance and damage assessment.
 - g) Fire safety inspection of temporary shelters.
 - h) Prepare and maintain fire resource inventory.

g. Law Enforcement:

- 1) Primary responsibility for this function is assigned to Police Chief / County Sheriff / Emergency Management Coordinator, who will prepare and maintain Annex G (Law Enforcement) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:
 - a) Maintenance of law and order.
 - b) Traffic control.
 - c) Terrorist incident response.
 - d) Provision of security for vital facilities, evacuated areas, and shelters.
 - e) Access control for damaged or contaminated areas.
 - f) Warning support.
 - g) Post-incident reconnaissance and damage assessment.
 - h) Prepare and maintain law enforcement resource inventory.

h. Health and Medical Services:

- 1) Primary responsibility for this function is assigned to the Galveston County Health District, who will prepare and maintain Annex H (Health & Medical Services) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:
 - a) Coordinate health and medical care and EMS support during emergency situations.
 - b) Public health information and education.
 - c) Inspection of food and water supplies.
 - d) Develop emergency public health regulations and orders.
 - e) Coordinate collection, identification, and interment of deceased victims.

i. Direction and Control:

- 1) Primary responsibility for this function is assigned to the Police Chief / County Sheriff / Emergency Management Coordinator, who will prepare and maintain Annex N (Direction & Control) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:
 - a) Direct and control our local operating forces.
 - b) Maintain coordination with neighboring jurisdictions and the Disaster District in 16B.
 - c) Maintain the EOC in an operating mode or be able to convert the designated facility space into an operable EOC rapidly.

- d) Assigns representatives, by title, to report to the EOC and develops procedures for crisis training.
- e) Develops and identifies the duties of the staff, use of displays and message forms, and procedures for EOC activation.
- f) Coordinates the evacuation of areas at risk.

j. Hazardous Materials & Oil Spill:

- 1) The primary responsibility for this function is assigned to the Fire Chief / Fire Marshal / Emergency Management Coordinator who will prepare and maintain Annex Q (Hazardous Material & Oil Spill Response) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:
 - a) In accordance with OSHA regulations, establish ICS to manage the response to hazardous materials incidents.
 - b) Establish the hazmat incident functional areas (e.g., Hot Zone, cool zone, Cold Zone, etc.)
 - c) Determine and implement requirements for personal protective equipment for emergency responders.
 - d) Initiate appropriate actions to control and eliminate the hazard in accordance with established hazmat response guidance and SOPs.
 - e) Determine areas at risk and which public protective actions, if any, should be implemented.
 - f) Apply appropriate firefighting techniques if the incident has, or may, result in a fire.
 - g) Determines when affected areas may be safely reentered.

k. Search & Rescue:

- 1) The primary responsibility for this function is assigned to the Galveston County Sheriff, who will prepare and maintain Annex R (Search and Rescue) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:
 - a) Coordinate and conduct search and rescue activities.
 - b) Identify requirements for specialized resources to support rescue operations.
 - c) Coordinate external technical assistance and equipment support for search and rescue operations.

l. Terrorist Incident Response:

- 1) Primary responsibility for this function is assigned to the Police Chief, Sheriff's Office, who will prepare and maintain Annex V (Terrorist Incident Response) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:

- a) Coordinate and carry out defensive anti-terrorist activities, including criminal intelligence, investigation, protection of facilities, and public awareness activities.
- b) Coordinate and carry out offensive counter-terrorist operations to neutralize terrorist activities.
- c) Carry out terrorism consequence operations conducted in the aftermath of a terrorist incident to save lives and protect public and private property.
- d) Ensure required notification of terrorist incidents is made to state and federal authorities.

6. Support Services Responsibilities

a. Shelter and Mass Care:

- 1) Primary responsibility for this function is assigned to Emergency Management Coordinator, who will prepare and maintain Annex C (Shelter and Mass Care) to this plan and supporting SOPs
- 2) Emergency tasks to be performed include:
 - a) Perform emergency shelter and mass care planning.
 - b) Coordinate and conduct shelter and mass care operations with our other departments, relief agencies, and volunteer groups.

b. Public Information:

- 1) Primary responsibility for this function is assigned to the City/County Public Information Officer, who will prepare and maintain Annex I (Public Information) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:
 - a) Establish a Joint Information Center (JIC)
 - b) Conduct on-going hazard awareness and public education programs.
 - c) Pursuant to the Joint Information System (JIS), compile and release information and instructions for the public during emergency situations and respond to questions relating to emergency operations.
 - d) Provide information to the media and the public during emergency situations.
 - e) Arrange for media briefings.
 - f) Compiles print and photo documentation of emergency situations.

c. Recovery:

- 1) Primary responsibility for this function is assigned to the Galveston County Professional Services/City Manager/or other who will prepare and maintain Annex J (Recovery) to this plan and supporting SOPs.

2) Emergency tasks to be performed include:

- a) Establish and train a damage assessment team using local personnel. Coordinate the efforts of that team with state and federal damage assessment personnel who may be dispatched to assist us.
- b) Assess and compile information on damage to public and private property and needs of disaster victims and formulate and carry out programs to fill those needs.
- c) If damages are beyond our capability to deal with, compile information for use by our elected officials in requesting state or federal disaster assistance.
- d) If we are determined to be eligible for state or federal disaster assistance, coordinate with state and federal agencies to carry out authorized recovery programs.

d. Public Works & Engineering:

- 1) Primary responsibility for this function is assigned to the Galveston County Engineer/City Public Works Director/other, who will prepare and maintain Annex K (Public Works & Engineering) to this plan and supporting SOPs.

2) Emergency tasks to be performed include:

- a) Protect government facilities and vital equipment where possible.
- b) Assess damage to streets, bridges, traffic control devices, and other public facilities.
- c) Direct temporary repair of vital facilities.
- d) Restore damaged roads and bridges.
- e) Restore waste treatment and disposal systems.
- f) Arrange for debris removal.
- g) General damage assessment support.
- h) Building inspection support.
- i) Provide specialized equipment to support emergency operations.
- j) Support traffic control and search and rescue operations.

e. Utilities:

- 1) Primary responsibility for this function is assigned to the Public Utilities director/Emergency Management Coordinator or other, who will prepare and maintain Annex L (Energy and Utilities) to this plan and supporting SOPs.

2) Emergency tasks to be performed include:

- a) Prioritize restoration of utility service to vital facilities and other facilities.
- b) Arrange for the provision of emergency power sources where required.
- c) Identify requirements for emergency drinking water and portable toilets to the department or agency responsible for mass care.
- d) Assess damage to, repair, and restore public utilities.
- e) Monitor recovery activities of privately owned utilities.

f. Resource Management:

- 1) Primary responsibility for this function is assigned to the Human Resources Director/Finance/other who will prepare and maintain Annex M (Resource Management) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:
 - a) Maintain an inventory of emergency resources.
 - b) During emergency operations, locates supplies, equipment, and personnel to meet specific needs.
 - c) Maintain a list of suppliers for supplies and equipment needed immediately in the aftermath of an emergency.
 - d) Establish emergency purchasing procedures and coordinate emergency procurements.
 - e) Establish and maintain a manpower reserve and coordinate assignment of reserve personnel to departments and agencies that require augmentation.
 - f) Coordinate transportation, sorting, temporary storage, and distribution of resources during emergency situations.
 - g) Establish staging areas for resources, if required.
 - h) During emergency operations, identify to the Donations Management Coordinator those goods, services, and personnel that are needed.
 - i) Maintain records of emergency-related expenditures for purchases and personnel.

g. Human Services:

- 1) Primary responsibility for this function is assigned to Emergency Management Coordinator. Prepare and maintain Annex O (Human Services) to this plan and supporting SOPs
- 2) Emergency tasks to be performed include:
 - a) Identify emergency feeding sites.
 - b) Identify sources of clothing for disaster victims.
 - c) Secure emergency food supplies.
 - d) Coordinate the operation of shelter facilities, whether operated by local government, local volunteer groups, or organized disaster relief agencies such as the American Red Cross.
 - e) Coordinate special care requirements for disaster victims such as the aged, functional and access needs individuals, and others.
 - f) Coordinate the provision of disaster mental health services to disaster victims, emergency workers, and/or others suffering trauma due to the emergency incident/disaster.

h. Hazard Mitigation:

- 1) The primary responsibility for this function is assigned to the Emergency Management Coordinator, who will prepare and maintain Annex P (Hazard Mitigation) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:
 - a) Maintain the local Hazard Analysis.
 - b) Identify beneficial pre-disaster hazard mitigation projects and seek approval from local officials to implement such projects.
 - c) In the aftermath of an emergency, determine appropriate actions to mitigate the situation and coordinate implementation of those actions.
 - d) Coordinate and carry out post-disaster hazard mitigation program.

i. Transportation:

- 1) The primary responsibility for this function is assigned to the Emergency Management Coordinator who will prepare and maintain Annex S (Transportation) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:
 - a) Identifies local public and private transportation resources and coordinates their use in emergencies.
 - b) Coordinates deployment of transportation equipment to support emergency operations.
 - c) Establishes and maintains a reserve pool of drivers, maintenance personnel, parts, and tools.
 - d) Maintains records on use of transportation equipment and personnel for purpose of possible reimbursement.

j. Donations Management:

- 1) The primary responsibility for this function is assigned to Emergency Management Coordinator who will prepare and maintain Annex T (Donations Management) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:
 - a) Compile resource requirements identified by the Resource Management staff.
 - b) Solicit donations to meet known needs.
 - c) Establish and implement procedures to receive, accept or turn down offers of donated goods and services, and provide instructions to donors of needed goods or services.
 - d) In coordination with the Resource Management staff, establish a facility to receive, sort, and distribute donated goods.

k. Legal:

- 1) The primary responsibility for this function is assigned to the City Attorney/County Attorney, who will prepare and maintain Annex U (Legal) to this plan and supporting SOPs.
- 2) Emergency tasks to be performed include:
 - a) Advise local officials on emergency powers of local government and procedures for invoking those measures.
 - b) Review and advise our officials on possible legal issues arising from disaster operations.
 - c) Prepare and/or recommend legislation to implement the emergency powers that may be required during an emergency.
 - d) Advise local officials and department heads on record-keeping requirements and other documentation necessary for the exercising of emergency powers.

- i. Department and agency heads not assigned a specific function in this plan will be prepared to make their resources available for emergency duty at the direction of our chief elected official.

7. Volunteer & Other Services

- a. Volunteer Groups. The following are local volunteer agencies that can provide disaster relief services and traditionally have coordinated their efforts with our local government:
- b.

- 1) American Red Cross.

Provides shelter management, feeding at fixed facilities and through mobile units, first aid, replacement of eyeglasses and medications, provision of basic clothing, and limited financial assistance to those affected by emergency situations. The Red Cross also provides feeding for emergency workers.

- 2) The Salvation Army.

Provides emergency assistance to include mass and mobile feeding, temporary shelter, counseling, missing person services, medical assistance, and the warehousing and distribution of donated goods including food, clothing, and household items. It also provides referrals to government and private agencies for special services.

- 3) Southern Baptist Convention Disaster Relief.

Provides mobile feeding units staffed by volunteers. Active in providing disaster childcare, the agency has several mobile childcare units. Can also assist with clean-up activities, temporary repairs, reconstruction, counseling, and bilingual services.

4) GCECG

The Galveston County Emergency Communication Group provides amateur radio support the emergency operations, including communications support in the EOC.

5) CERT

Citizen Emergency Response Team provides both physical and technical support to the EOCs, first responders and the community during times of emergency or disaster.

b. Business Support.

The Emergency Management Coordinators for Galveston County and each participating city have formal and informal agreements with members of the business community for support during times of emergency or disaster.

VII. DIRECTION AND CONTROL

A. General

1. The County Judge or Mayor is responsible for establishing objectives and policies for emergency management and providing general guidance for disaster response and recovery operations, all in compliance with the NIMS. During disasters, he/she may carry out those responsibilities from the EOC.
2. The Executive Assistant to the Judge/City Manager/EMC will provide overall direction of the response activities of all our departments. During major emergencies and disaster, he/she will normally carry out those responsibilities from the EOC.
3. The Emergency Management Coordinator will manage the EOC.
4. The Incident Commander, assisted by a staff sufficient for the tasks to be performed, will manage the emergency response at an incident site.
5. During emergency operations, department heads retain administrative and policy control over their employees and equipment. However, personnel and equipment will carry out mission assignments directed by the incident commander. Each department and agency is responsible for having its own operating procedures to be followed during response operations, but interagency procedures, such a common communications protocol, may be adopted to facilitate coordinated effort.
6. If our own resources are insufficient or inappropriate to deal with an emergency situation, we may request assistance from other jurisdictions, organized volunteer groups, or the State. The process for requesting State or federal assistance is covered in section V.F of this plan; see also the Request for Assistance form in Annex M,

Appendix 3. External agencies are expected to conform to the general guidance and directed provided by our senior decision-makers.

B. Emergency Facilities

1. Incident Command Post. Except when an emergency situation threatens, but has not yet occurred, and those situations for which there is no specific hazard impact site (such as a severe winter storm or area-wide utility outage), an incident command post or command posts will be established in the vicinity of the incident site(s). As noted previously, the incident commander will be responsible for directing the emergency response and managing the resources at the incident scene.
2. Emergency Operating Center. When major emergencies and disasters have occurred or appear imminent, the readiness level of the involved jurisdictions' EOC will be increased.
3. The following individuals are authorized to activate the EOC:
 - a. County Judge or Mayor
 - b. Emergency Management Coordinator
 - c. Deputy Emergency Management Coordinator
 - d. County Judge, Mayor or EMC's designee
4. The general responsibilities of the EOC are to:
 - a. Assemble accurate information on the emergency situation and current resource data to allow local officials to make informed decisions on courses of action.
 - b. Working with representatives of emergency services, determine and prioritize required response actions and coordinate their implementation.
 - c. Provide resource support for emergency operations.
 - d. Suspend or curtail government services, recommend the closure of schools and businesses, and cancellation of public events.
 - e. Organize and activate large-scale evacuation and mass care operations.
 - f. Provide emergency information to the public.
5. Representatives of those departments and agencies assigned emergency functions in this plan will staff the EOC. EOC operations are addressed in Annex N (Direction and Control). The interface between the EOC and the incident command post is described in paragraph V.E above.
6. An Alternate EOC should be identified for continuity of operations in the case of evacuation, relocation, damage or inaccessibility. This facility will be used if our primary EOC becomes unusable.
7. A mobile operations center or mobile command vehicle may be used as an ICP.

C. Line of Succession

1. To assist in assuring that the continuity of functions of Galveston County be carried out during a disaster declared as provided by law by the President of the United States or the Governor of the State of Texas, or during another catastrophic event, the line of succession for the County Judge to serve as presiding officer of Galveston County, in order of priority, is the following:
 - a. The County Commissioner with the most consecutive years in office serving for that given precinct.
 - b. The County Commissioner with the second most consecutive years in office serving for that given precinct.
 - c. The County Commissioner with the third most consecutive years in office serving for that given precinct.
2. The line of succession for the Emergency Management Coordinator is:
 - a. Deputy Emergency Management Coordinator
 - b. Operations Section Chief (if staffed)
 - c. Planning Section Chief (if staffed)
 - d. Logistics Section Chief (if staffed)
3. The lines of succession for each of the County department and agency heads, as well as the cities participating in this plan shall be in accordance with the Standard Operating Procedures established by those departments, jurisdictions and agencies.

VIII. READINESS LEVELS

- A.** Many emergencies follow some recognizable build-up period during which actions can be taken to achieve a gradually increasing state of readiness. We use a three-tier system. Readiness Levels will be determined by the Mayor or County Judge or, for certain circumstances, the Emergency Management Coordinator. General actions to be taken at each readiness level are outlined in the annexes to this plan; more specific actions will be detailed in departmental or agency SOPs.
- B.** The following Readiness Levels will be used as a means of increasing our alert posture.
 1. Level III: Normal Operations/ Steady State
 - a. Activities that are normal for the EOC when no incident or specific risk or hazard has been identified.
 - b. Routine watch and warning activities if the EOC normally houses this function
 2. Level II: Enhanced Steady-State/ Partial Activation
 - a. Certain EOC team members/organizations are activated to monitor a credible threat, risk, or hazard and/or to support the response to a new and potentially evolving incident.

- b. Certain EOC team members/organizations are activated based upon their ability to meet the objectives needed to monitor, support and or respond to a credible threat, risk, hazard or potentially evolving incident.

3. Level I: Full Activation

- a. EOC team is activated, including personnel from all assisting agencies, to support the response to a major incident or credible threat
- b. Certain EOC team members/organizations and assisting agencies are activated based upon their ability to meet the objectives needed to monitor, support and or respond to a credible threat or major incident.
- c. Declaration of "Level I" will generally require the initiation of the "Maximum Readiness" activities identified in each annex to this plan.

IX. ADMINISTRATION AND SUPPORT

A. Agreements and Contracts

1. Should our local resources prove to be inadequate during an emergency; requests will be made for assistance from other local jurisdictions, other agencies, and industry in accordance with existing mutual-aid agreements and contracts and those agreements and contracts concluded during the emergency. Such assistance may include equipment, supplies, or personnel. All agreements will be entered into by authorized officials and should be in writing whenever possible. Agreements and contracts should identify the local officials authorized to request assistance pursuant to those documents.
2. In an effort to facilitate assistance pursuant to mutual aid agreements, our available resources are identified and are a part of the Texas Regional Response Network (TRRN).
3. The agreements and contracts pertinent to emergency management that we are a party to are summarized in Attachment 6.

B. Reports

1. Hazardous Materials Spill Reporting. If we are responsible for a release of hazardous materials of a type or quantity that must be reported to state and federal agencies, the department or agency responsible for the spill shall make the required report. See Annex Q, Hazardous Materials and Oil Spill Response, for more information. If the party responsible for a reportable spill cannot be located, the Incident Commander shall ensure that the required report(s) are made.
2. Initial Emergency Report. This short report should be prepared and transmitted by the EOC when an on-going emergency incident appears likely to worsen and we may need assistance from other local governments or the State. See Annex N, Direction and Control for the format and instructions for this report.

3. **Situation Report.** A daily situation report should be prepared and distributed by the EOC during major emergencies or disasters. See Annex N, Direction and Control, for the format of and instructions for this report.
4. **Other Reports.** Several other reports covering specific functions are described in the annexes to this plan.

C. Records

1. Record Keeping for Emergency Operations

Galveston County and participating cities are responsible for establishing the administrative controls necessary to manage the expenditure of funds and to provide reasonable accountability and justification for expenditures made to support emergency operations. This shall be done in accordance with the established local fiscal policies and standard cost accounting procedures.

- a. **Activity Logs.** The Incident Command Post and the EOC shall maintain accurate logs recording key response activities, including:
 - 1) Activation or deactivation of emergency facilities.
 - 2) Emergency notifications to other local governments and to state and federal agencies.
 - 3) Significant changes in the emergency situation.
 - 4) Major commitments of resources or requests for additional resources from external sources.
 - 5) Issuance of protective action recommendations to the public.
 - 6) Evacuations.
 - 7) Casualties.
 - 8) Containment or termination of the incident.
- b. **Incident Costs.** All department and agencies shall maintain records summarizing the use of personnel, equipment, and supplies during the response to day-to-day incidents to obtain a estimate of annual emergency response costs that can be used as in preparing future department or agency budgets.
- c. **Emergency or Disaster Costs.** For major emergencies or disasters, all departments and agencies participating in the emergency response shall maintain detailed of costs for emergency operations to include:
 - 1) Personnel costs, especially overtime costs
 - 2) Equipment operations costs
 - 3) Costs for leased or rented equipment
 - 4) Costs for contract services to support emergency operations
 - 5) Costs of specialized supplies expended for emergency operations

These records may be used to recover costs from the responsible party or insurers or as a basis for requesting financial assistance for certain allowable response and recovery costs from the state and/or federal government.

2. Preservation of Records

- a. In order to continue normal government operations following an emergency situation disaster, vital records must be protected. These include legal documents as well as property and tax records. The principal causes of damage to records are fire and water; therefore, essential records should be protected accordingly. Each agency responsible for preparation of annexes to this plan will include protection of vital records in its SOPs.
- b. If records are damaged during an emergency situation, we will seek professional assistance to preserve and restore them.

D. Training

It will be the responsibility of each agency director to ensure that agency personnel, in accordance with the NIMS, possess the level of training, experience, credentialing, currency, physical and medical fitness, or capability for any positions they are tasked to fill.

E. Consumer Protection

Consumer complaints regarding alleged unfair or illegal business practices often occur in the aftermath of a disaster. Such complaints will be referred to the County District Attorney, who will pass such complaints to the Consumer Protection Division of the Office of the Attorney General.

F. Post-Incident and Exercise Review

The Emergency Management Coordinator is responsible for organizing and conducting a critique following the conclusion of a significant emergency event/incident or exercise. The After Action Report (AAR) will entail both written and verbal input from all appropriate participants. An Improvement Plan will be developed based on the deficiencies identified, and an individual, department, or agency will be assigned responsibility for correcting the deficiency and a due date shall be established for that action.

X. PLAN DEVELOPMENT AND MAINTENANCE
--

A. Plan Development

The County Judge or Mayor is responsible for approving and promulgating this plan.

B. Distribution of Planning Documents

1. The County Judge or Mayor shall determine the distribution of this plan and its annexes. In general, copies of plans and annexes should be distributed to those individuals,

departments, agencies, and organizations tasked in this document. Copies should also be set-aside for the EOC and other emergency facilities.

2. The Basic Plan should include a distribution list (See Attachment 1 to this plan) that indicates who receives copies of the basic plan and the various annexes to it. In general, individuals who receive annexes to the basic plan should also receive a copy of this plan, because the Basic Plan describes our emergency management organization and basic operational concepts.

C. Review

The Basic Plan and its annexes shall be reviewed annually by local officials. The County Judge/Mayor/EMC will establish a schedule for annual review of planning documents by those tasked in them.

D. Update

1. This plan will be updated based upon deficiencies identified during actual emergency situations and exercises and when changes in threat hazards, resources and capabilities, or government structure occur.
2. The Basic Plan and its annexes must be revised or updated by a formal change at least **every five years**. Responsibility for revising or updating the Basic Plan is assigned to Galveston County Office of Emergency Management. Responsibility for revising or updating the annexes to this plan is outlined in Section VI.B, Assignment of Responsibilities, as well as in each annex. For details on the methods of updating planning documents as well as more information on when changes should be made, refer to Chapter 3 of the Division of Emergency Management (DEM) *Local Emergency Management Planning Guide* (DEM-10).
3. Revised or updated planning documents will be provided to all departments, agencies, and individuals tasked in those documents.
4. §418.043(4) of the Government Code provides that DEM shall review local emergency management plans. The process for submitting new or updated planning documents to DEM is described in Chapter 6 of the DEM-10. The County Judge/Mayor/EMC is responsible for submitting copies of planning documents to our DEM Regional Liaison Officer for review.

ATTACHMENTS:

1. Distribution List
2. References
3. Organization for Emergencies
4. Functional Responsibility Matrix
5. Annex Assignments
6. Summary of Agreements & Contracts
7. National Incident Management System

ATTACHMENT 1 DISTRIBUTION LIST
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<u>Jurisdiction/Agency Plan</u>	<u>Basic Plan</u>	<u>Annexes</u>
EOC Reference Library	2	All
County Judge/Mayor	1	All
City Manager	1	All
Each County Commissioner	1	All
EMC	1	All
Chief of Staff for County Judge	1	All
County Sheriff	2	All
Police Chief	1	All
Each Constable	1	All
Fire Chief/Fire Marshal	2	All
Community Services Director	1	C, E, O
County/City Health Officer	1	C, D, H, O, Q
Finance Director/Tax Assessor	1	J, M
City Public Works Director/County Engineer	1	E, G, J, K, L
Public Utilities Director	1	J, K, L
Human Resources Director	1	C, M, O, T
County/City Attorney	1	All
Justices of the Peace	1	G, H, N
Medical Examiner	1	G, H, N
GCECG Officer	1	All
Radiological Officer	1	D, E, Q
Galveston County Health District	1	C, E, S
County/City Animal Control	1	E, H
ISD Transportation Director	1	C, E, H, O
Independent School Districts	1	C, E, O, S
Galveston County Local Emergency Planning Committee	1	All
American Red Cross	1	C, E, J, O, T
The Salvation Army	1	C, E, J, O, T
Southern Baptist Convention Disaster Relief	1	C, E, J, O, T
Hazard County Rural Transportation Service	1	S
GDEM Regional Liaison Officer	1	All
Debris Removal Contractors	1	J, M, T
Debris Monitoring Contractors	1	J, M, T

ATTACHMENT 2 REFERENCES

1. Texas Department of Public Safety, Texas Division of Emergency Management, *Local Emergency Management Planning Guide*, DEM-10
2. Texas Department of Public Safety, Texas Division of Emergency Management, *Disaster Recovery Manual*
3. Texas Department of Public Safety, Texas Division of Emergency Management, *Mitigation Handbook*
4. FEMA, Independent Study Course, IS-288: *The Role of Voluntary Organizations in Emergency Management*
5. FEMA, *Comprehensive Preparedness Guide (CPG-101)*
6. U. S. Department of Homeland Security, *National Response Plan*
7. 79th Texas Legislature, *House Bill 3111*

ATTACHMENT 3
ORGANIZATION FOR EMERGENCY MANAGEMENT

**See the sample organization charts
in the Planning Notes for
the Basic Plan**

ATTACHMENT 4
EMERGENCY MANAGEMENT FUNCTIONAL RESPONSIBILITIES

	Warning	Communications	Shelter & Mass Care	Radiological Protection	Evacuation	Firefighting	Law Enforcement	Health & Medical	Public Information	Recovery	Public Works & Engineering	Utilities	Resource Management	Direction & Control	Human Services	Hazard Mitigation	Hazmat & Oil Spill Response	Search & Rescue	Transportation	Donations Management	Legal	Terrorist Incident Response
County Judge/Mayor	S	S	S	S	S	S	S	S	S	S	S	S	S	P	S	S	S	S	S	S	S	S
Asst. to Judge/City Manager									P	S			S							S		
EMC	S	C	C	C	S	C	C	C	C	C	C	C	S	C	C	S	C	C	C	S	C	C
Law Enforcement	P	P	S	S	P	S	P						S	S	S		S	S		S		P
Fire Service	S	S	S	P	S	P							S	S		S	P	S		S		S
Public Works		S	S	S	S		S			S	P	S	S	S		P	S	S				S
Utilities		S								S		P	S	S		S	S			S		S
Health & Medical Services			S	S	S			P					S	S	S		S	S	S	S		S
Human Services			S		S								S		P	S				S		S
Community Services			P	S	S								S	S	S					P		S
Human Resources													P							S		
Tax Assessor/Finance Dir.										P			S			S				S		
Transportation/ISD			S		S								S		S		S		P			S
City/County Attorney's Office					S								S			S				S	P	S
Search & Rescue					S									S				P				S

P – INDICATES PRIMARY RESPONSIBILITY
S – INDICATES SUPPORT RESPONSIBILITY
C – INDICATES COORDINATION RESPONSIBILITY

**ATTACHMENT 5
ANNEX ASSIGNMENTS**

ANNEX	ASSIGNED TO:
Annex A: Warning	Police Chief/County Sheriff
Annex B: Communications	Police Chief/County Sheriff
Annex C: Shelter & Mass Care	Community Services Director
Annex D: Radiological Protection	Fire Chief/Fire Marshal
Annex E: Evacuation	Police Chief/County Sheriff
Annex F: Firefighting	Fire Chief/Fire Marshal
Annex G: Law Enforcement	Police Chief/County Sheriff
Annex H: Health and Medical Services	City/County Health Officer
Annex I: Public Information	City Secretary/Asst. to the Judge
Annex J: Recovery	Finance Director/Tax Assessor
Annex K: Public Works & Engineering	Public Works Director
Annex L: Utilities	Public Utilities Director
Annex M: Resource Management	Human Resources Director
Annex N: Direction & Control	City Manager/Asst. to the Judge
Annex O: Human Services	Human Services Director
Annex P: Hazard Mitigation	Public Works Director
Annex Q: Hazardous Materials & Oil Spill Response	Fire Chief/Fire Marshal
Annex R: Search & Rescue	Fire Chief/Fire Marshal/Rescue Officer
Annex S: Transportation	City/County or ISD Transportation Director
Annex T: Donations Management	Community Services Director
Annex U: Legal	City/County Attorney
Annex V: Terrorist Incident Response	Police Chief/County Sheriff

ATTACHMENT 6 SUMMARY OF AGREEMENTS & CONTRACTS

Agreements

Description:
Summary of Provisions:
Officials Authorized to Implement:
Costs:
Copies Held By:

Description:
Summary of Provisions:
Officials Authorized to Implement:
Costs:
Copies Held By:

Description:
Summary of Provisions:
Officials Authorized to Implement:
Costs:
Copies Held By:

Contracts

Description:
Summary of Provisions:
Officials Authorized to Implement:
Costs:
Copies Held By:

Description:
Summary of Provisions:
Officials Authorized to Implement:
Costs:
Copies Held By:

ATTACHMENT 7 NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) SUMMARY
--

A. BACKGROUND

1. NIMS is a comprehensive, national approach to incident management that is applicable to all jurisdictional levels and across functional disciplines. This system is suitable across a wide range of incidents and hazard scenarios, regardless of size or complexity. It provides a flexible framework for all phases of incident management, as well as requirements for processes, procedures, and systems designed to improve interoperability.
2. NIMS is a multifaceted system that provides a national framework for preparing for, preventing, responding to, and recovering from domestic incidents.

B. COMPONENTS

1. Command and Management. The incident management structures employed by NIMS can be used to manage emergency incidents or non-emergency events such as celebrations. The system works equally well for small incidents and large-scale emergency situations. The system has built-in flexibility to grow or shrink depending on current needs. It is a standardized system, so personnel from a variety of agencies and geographic locations can be rapidly incorporated into a common management structure.
 - a. Incident Management System. A system that can be used to manage emergency incidents or non-emergency events such as celebrations.

1) FEATURES OF ICS

ICS has a number of features that work together to make it a real management system. Among the primary attributes of ICS are:

- a) Common Terminology. ICS requires the use of common terminology, such as the use of standard titles for facilities and positions within an organization, to ensure efficient and clear communications.
- b) Organizational Resources. All resources including personnel, facilities, major equipment, and supply items used to support incident management activities must be “typed” with respect to capability. This typing will minimize confusion and enhance interoperability.
- c) Manageable Span of Control. Span of control should ideally vary from three to seven. Anything less or more requires expansion or consolidation of the organization.
- d) Organizational Facilities. Common terminology is used to define incident facilities, the activities conducted at these facilities, and the organizational positions that can be found working there.
- e) Use of Position Titles. All ICS positions have distinct titles.

- f) Reliance on an Incident Action Plan. The incident action plan, which may be verbal or written, is intended to provide supervisory personnel a common understanding of the situation and direction for future action. The plan includes a statement of objectives, organizational description, assignments, and support material such as maps. Written plans are desirable when two or more jurisdictions are involved, when state and/or federal agencies are assisting local response personnel, or there has been significant turnover in the incident staff.
- g) Integrated Communications. Integrated communications includes interfacing disparate communications as effectively as possible, planning for the use of all available systems and frequencies, and requiring the use of clear text in communications.
- h) Accountability. ICS is based on an orderly chain of command, check-in for all responders, and only one supervisor for each responder.

2) UNIFIED COMMAND

- a) Unified Command is a variant of ICS used when there is more than one agency or jurisdiction with responsibility for the incident or when personnel and equipment from a number of different agencies or jurisdictions are responding to it. This might occur when the incident site crosses jurisdictional boundaries or when an emergency situation involves matters for which state and/or federal agencies have regulatory responsibility or legal requirements.
- b) ICS Unified Command is intended to integrate the efforts of multiple agencies and jurisdictions. The major change from a normal ICS structure is at the top. In a Unified command, senior representatives of each agency or jurisdiction responding to the incident collectively agree on objectives, priorities, and an overall strategy or strategies to accomplish objectives; approve a coordinated Incident Action Plan; and designate an Operations Section Chief. The Operations Section Chief is responsible for managing available resources to achieve objectives. Agency and jurisdictional resources remain under the administrative control of their agencies or jurisdictions, but respond to mission assignments and direction provided by the Operations Section Chief based on the requirements of the Incident Action Plan.

3) AREA COMMAND

- a) An Area Command is intended for situations where there are multiple incidents that are each being managed by an ICS organization or to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command becomes Unified Area Command when incidents are multijurisdictional.
- b) The organization of an Area Command is different from a Unified Command in that there is no operations section, since all operations are conducted on-scene, at the separate ICPs.

- b. **Multiagency Coordination Systems.** Multiagency coordination systems may be required for incidents that require higher level resource management or information management. The components of multiagency coordination systems include facilities, equipment, EOCs, specific multiagency coordination entities, personnel, procedures, and communications; all of which are integrated into a common framework for coordinating and supporting incident management.
 - c. **Public Information.** The NIMS system fully integrates the ICS Joint Information System (JIS) and the Joint Information Center (JIC). The JIC is a physical location where public information staff involved in incident management activities can collocate to perform critical emergency information, crisis communications, and public affairs functions. More information on JICs can be obtained in the DHS *National Incident Management System Plan*, dated March 2004.
- 2. **Preparedness.** Preparedness activities include planning, training, and exercises as well as certification of response personnel, and equipment acquisition and certification. Activities would also include the creation of mutual aid agreements and Emergency Management Assistance Compacts. Any public information activities such as publication management would also be preparedness activities.
 - 3. **Resource Management.** All resources, such as equipment and personnel, must be identified and typed. Systems for describing, inventorying, requesting, and tracking resources must also be established.
 - 4. **Communications and Information Management.** Adherence to NIMS specified standards by all agencies ensures interoperability and compatibility in communications and information management.
 - 5. **Supporting Technologies.** This would include any technologies that enhance the capabilities essential to implementing the NIMS. For instance, voice and data communication systems, resource tracking systems, or data display systems.
 - 6. **Ongoing Management and Maintenance.** The NIMS Integration Center provides strategic direction and oversight in support of routine review and continual refinement of both the system and its components over the long term.



CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Prepared by: Alex Getty

Department: EDC

Agenda item: 10a

Reviewed by: Carol Butler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding adopting Ordinance No. **O-2018-002**, establishing the levy of a Public Improvement District (PID #1) assessment for Painted Meadows, Section 5, in the amount of \$1,550.00 per house, annually for 20 years **THIS IS THE FIRST READING**

☒ X

ATTACHMENTS FOR REFERENCE

1. Ordinance
2. December 21, 2017 EDC recommendation letter
3. Independent Accountant's Report provided by McGrath & Co., PLLC
4. Memorandum from John F. Howell Jr. dated December 21, 2017
5. December 21, 2017

STAFF BRIEFING:

- The development Painted Meadows requires La Marque City Council to levy the PID assessment for each section of the development
- The fee for services provided by McGrath & Co., PLLC (\$5,000) to be paid from PID 1 account
- City of La Marque has issued permits for this development
- EDC attorney has reviewed and approved
- Finance Director has been involved

TARGET IMPLEMENTATION: City Charter regulates after the Second and Final reading adoption of the ordinance.

SIGNIFICANT ACTION DATES:

December 21, 2017 – Approved by the La Marque Economic Development Corporation Board to recommend to City Council for formal approval

January 8, 2018 – City Council approved the levy assessment

ACTION:

- | | |
|---|---|
| ☒ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☐ Other Agreement | |

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



CITY COUNCIL AGENDA FORM

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

STAFF'S RECOMMENDATION: Motion to adopt Ordinance No. **O-2018-002**, establishing the levy of a Public Improvement District (PID #1) assessment for Painted Meadows, Section 5, in the amount of \$1,550.00 per house annually for 20 years **THIS IS THE FIRST READING**

FISCAL IMPACT: Painted Meadows, Section 5 will have a similar fiscal impact for the developer as Sections 1, 2, 3, & 4.

ORDINANCE NUMBER 0-2018-002

AN ORDINANCE OF THE CITY OF LA MARQUE, TEXAS LEVYING A SPECIAL ASSESSMENT ON CERTAIN PROPERTY IN PUBLIC IMPROVEMENT DISTRICT NUMBER ONE, PAINTED MEADOWS SECTION V

WHEREAS, the City Council of the City of La Marque, Texas (the "Council") passed and approved Resolution Numbers 966 and 967 dated August 11, 2003, authorizing the establishment and creation of the City of La Marque Public Improvement District Number One (Painted Meadows); and

WHEREAS, by action on April 25, 2003, the Council approved a service and assessment plan for Public Improvement District Number One; and

WHEREAS, the total costs of an improvement project for Public Improvement District Number One have now been determined and reviewed by the City's auditors; and

WHEREAS, a proposed assessment roll incorporating the costs of the public improvement project has been prepared and is on file with the City; and

WHEREAS, the City Council called a public hearing to consider the proposed assessments, directed that the proposed assessment roll be filed with the City Clerk and made available for public inspection during ordinary business hours of that office; and

WHEREAS, notice by mail and publication of the public hearing having been given as required by law and the hearing having been held by the City Council on this ____ day of _____, 2018, at which time all objections were heard and passed on;

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

Section 1. The Service and Assessment Plan containing the total cost of the improvements for Section Five Residential, attached hereto and by this reference made a part hereof, is hereby approved. The apportionment of the cost of the improvement shall be made on the basis of special benefits accruing to the property because of the improvement.

Section 2. A special assessment of \$4,154,000.00 (\$1,550.00 per annum) distributed evenly per lot is hereby levied on such property located in Public Improvement District Number One - Section V, consisting of 134 single family lots, all as described on the assessment roll, attached hereto and by this reference made a part hereof.

Section 3. The assessment will be paid annually in approximately equal installments over a 20 year period commencing no sooner than calendar year 2018 and no later than calendar year 2022

and will be delinquent if not paid by January 31 following each calendar year. The assessment shall bear interest at the rate of 0.331% per annum.

Section 4. An assessment, with interest, the expense of collection and reasonable attorney's fees, if incurred, is a first and prior lien against the property assessed, superior to all other liens and claims except liens or claims for state, county, school district, or municipality ad valorem taxes, and is a personal liability of and charge against the owners of the property regardless of whether the owners are named.

Section 5. The lien is effective from the date of this Ordinance until the assessment is paid and may be enforced in the same manner that an ad valorem tax lien against real property may be enforced by this governing body.

Section 6. The owner of assessed property may pay at any time the entire assessment, with interest that has accrued on the assessment.

Section 7. The facts and opinions in the preamble of this ordinance are true and correct. The contents of the notice of public hearing, which hearing was held before the City Council immediately prior to consideration of this ordinance, and the publication and circulation of said notice is hereby ratified, approved and confirmed.

Section 8. 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 9. It is hereby found, determined and declared that a sufficient written notice of the date, hour, place, and subject of the meeting of the City Council at which this Ordinance was adopted was posted at a place convenient and rapidly accessible at all times to the general public at the City Hall of the City for the time required by law preceding this meeting, as required by the Open Meetings Law, Section 551, Texas Government Code, as amended, 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 hereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the contents and posting thereof.

Section 10. Pursuant to the provisions of Article II, Section 21 of the City Charter, and in light of the adoption of this Ordinance by an affirmative vote of a four-fifth (4/5) majority of the Council members present, this Ordinance may be published by caption only.

Section 11. All ordinances and agreements and parts of ordinances and agreements in conflict herewith are hereby repealed to the extent of the conflict only.

PASSED AND APPROVED by the City Council of the City of La Marque on the First reading this the _____ day of February, 2018.

PASSED, APPROVED AND ADOPTED by the City Council of the City of La Marque on the Second and Final reading this the _____ day of _____, 2018.

CITY OF LA MARQUE, TEXAS

Bobby Hocking, Mayor

ATTEST:

Robin Eldridge, City Clerk

APPROVED AS TO FORM:

Ellis Ortego, City Attorney

Ao;1/17/18;Z:\Cities\La Marque\Ord painted meadow 2018.doc

**La Marque Economic
Development Corporation**

**CITY OF
LA MARQUE, TX**
GATEWAY TO THE GULF



December 21, 2017

Mayor Hocking & City Council
1111 Bayou Road
La Marque, Texas 77568

Dear Mayor Hocking & City Council,

The La Marque Economic Development Corporation (EDC) recommends the approval of a PID assessment in the amount of \$1,550 per lot as delineated in the memorandum from John F. Howell Jr. dated December 21, 2017.

The EDC Board formally approved this recommendation at the regularly scheduled meeting held on the morning of December 21, 2017.

Thank you in advance for your consideration.

My best,

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

Alex Getty
Executive Director



McGrath & Co., PLLC

Certified Public Accountants

P.O. Box 270148
Houston, Texas 77277

Mark W. McGrath CPA
mark@mcgrath-co.com

Colette M. Garcia CPA
colette@mcgrath-co.com

Independent Accountant's Report on Applying Agreed-Upon Procedures

Board of Directors
La Marque Public Improvement District No. 1
La Marque, Texas

We have performed the procedures enumerated below, which were agreed to by La Marque Public Improvement District No. 1 (the "District") and the City of La Marque, Texas (the "City") on the amounts reimbursable to LM Capital Investors, LLC (the "Developer") for costs incurred on behalf of the District from future assessments or future bond proceeds. The District is responsible for determining amounts reimbursable to the Developer. The sufficiency of these procedures is solely the responsibility of the parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and any associated findings are as follows:

1. We obtained copies of invoices and copies of checks supporting project costs incurred by the Developer.
2. We reviewed the invoices to ensure costs submitted were related to the District projects. The invoices were also reviewed to ensure charges were not duplicated and the periods of service did not overlap.
3. We computed interest in accordance with the Public Improvement District Development and Financing Agreement between the District, the City, and the Developer.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on amounts reimbursable to the Developer. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the specified parties, and is not intended to be, and should not be, used by anyone other than the specified parties. However, this report is a matter of public record and its distribution is not limited.

Board of Directors
La Marque Public Improvement District No. 1

We appreciate the opportunity to be of service to the District and the courtesy and cooperation extended to us by the Developer and the District's personnel and consultants during the course of our engagement. Please feel free to contact us regarding any of the items referred to above or any other matters of concern.

Sincerely,

A handwritten signature in black ink that reads "McQuay & Co, LLC". The signature is written in a cursive, flowing style. The "Mc" is written as "Mc" with a small "c" for the second "c". The "&" is written as a simple ampersand. "Co" is written as "Co" and "LLC" is written as "LLC".

Houston, Texas
December 21, 2017

SCHEDULE A
PUBLIC IMPROVEMENT DISTRICT NO. 1
CITY OF LA MARQUE, TEXAS
RECAPITULATION OF AMOUNTS TO BE PAID TO
LM CAPITAL INVESTORS, LLC
As of December 21, 2017

Description	Reimbursable Costs	Interest at 6.25%
R Construction Company		
Painted Meadows Section 5 utilities and paving (through pay estimate #10)	\$ 2,620,504	\$ 40,898
Pape-Dawson Engineers, Inc.		
Engineering services related to:		
Painted Meadows Section 5 paving	150,042	7,684
Painted Meadows Section 5 utilities	154,602	8,927
Painted Meadows Section 5 boundary survey	16,800	1,168
	321,444	17,779
Geoscience Engineering & Testing, Inc.		
Testing services for Painted Meadows Section 5	62,971	1,955
E. John Justema, P.C.		
Legal services for Painted Meadows Section 5	58,817	2,850
CenterPoint Energy		
Underground electricity facility extension for Painted Meadows Section 5	62,022	595
Land Acquisition for Road Right-of-Way		
Painted Meadows Section 5 - 6.442 acres	135,692	10,874
Subtotals	3,261,450	74,951
Total reimbursable to LM Capital Investors, LLC		\$ 3,336,401

**THE GMS GROUP, L.L.C.
GALLERIA FINANCIAL CENTER
5075 WESTHEIMER, SUITE 1175
HOUSTON, TEXAS 77056-5606**

Memorandum

Date: December 21, 2017

TO: Alex Getty, Executive Director
La Marque Economic Development Corporation

From: John F. Howell, Jr.
The GMS Group, L.L.C.

RE: Documentation Regarding Annual Assessment Payments for
Painted Meadows PID No. 1, Phase V

At the request of Randy Hall I am providing you with documentation regarding the \$1,550 annual payments to be made by each of the homes for the assessments in Painted Meadows, PID No. 1, Phase V. The calculations below are based upon the findings in the "audit" provided by McGrath & Co., PLLC in their letter to the Economic Development Corporation dated December 21, 2017.

I have also spoken with Randy Hall and he concurs that the \$1,550 per lot is consistent with the developer's business plan for Phase V.

The \$1,550 per annual payment is derived as follows:

- Total reimburseable cost (per the McGrath & Co., PLLC letter are \$3,336,401).
- An assumed interest rate of 2.185% annual interest rate (which is much less than the Prime plus 2% annual interest rate that is allowed per the original documents – in this case the developers will not be able to receive all the interest that is allowed per the Painted Meadow PID No. 1 documentation). Also you should note that Prime plus 2% has never been as low as "2.185%".
- Assume that the assessments will be amortized/paid for over a 20-year period of time (which is consistent with the PID payment structures for included in the PID Painted Meadows PID No. 1 documentation and is also consistent with what has been done in Painted Meadows PID No. 1, Phases II, III, and IV).
- The total annual payments for all 134 lots based upon the assumptions included in the previous 3 bullet points would amount \$207,704 per year.
- If we divide the \$207,704 per year by the 134 lots located in Painted Meadows, Phase IV then the annual payment per homeowner is \$1,550 per year per homeowner.

Please feel free to give me a call if I can answer any questions that you may have with regards to the annual assessment payments in Painted Meadows PID 1, Phase V. I can be reached at office 713-626-3552 or cell 713-870-6502.



**LA MARQUE ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING MINUTES
DECEMBER 21, 2017**

AGENDA:

1. CALL TO ORDER
President Crowder called the meeting to order at 8:03 a.m.
2. ROLL CALL
PRESENT: Ron Crowder, President
Gene Smith, Secretary
Louis "Mac" McGaffey – arrived at 8:10 a.m. and was present for all action items
Deanie Barrett
Bobby Hocking
ABSENT: None
3. APPROVAL OF MINUTES
 - a. Regular Meeting of November 9, 2017
Board member Hocking made a motion to approve the minutes of November 9, 2017. Board member Smith seconded. Motion passed unanimously.
4. FINANCIAL REPORT
 - a. Presentation of Monthly Financial Report
Finance Director Kou made a brief report. The report stood as submitted.
5. PRESENTATION
 - a. Randy Hall; Painted Meadows
Mr. Hall stated that the infrastructure for Section 5 of Painted Meadows was complete and a single builder was purchasing all the lots. The builder anticipates the home build out to take roughly nine months. Section 5 is the final section of the Painted Meadows development. They are now looking for real estate in the area to begin a new development.
6. NEW BUSINESS
 - a. Discussion/possible action regarding the Third Amendment to Public Improvement District Development and Financing Agreement for Painted Meadows
After a brief discussion, Board member Hocking made a motion to approve the Third amendment to the Public Improvement District Development and Financing Agreement for Painted Meadows. Board member Barrett seconded. Motion passed unanimously.

- b. Discussion/possible action to regarding the Independent Accountant's Report made by McGrath & Co., PLLC regarding Painted Meadow, Section 5

After a brief discussion, Board member Smith made a motion to approve the independent accountant's report submitted by McGrath & Co., PLLC. Board member Barrett seconded. Motion passed unanimously.

- c. Discussion/possible action to recommend to City Council the approval of a PID assessment in the amount of \$1,550

After a brief discussion, Board member Smith made a motion to recommend La Marque City Council approve the PID assessment as provided in the memorandum submitted by John F. Howell, Jr. with The GMS Group, LLC. Board member Barrett seconded. Motion passed unanimously.

7. OLD BUSINESS - None

8. DISCUSSION

- a. Director's Report - report may include past, present, or future projects
Executive Director added that Mancuso will be out of their current location in the next 10-12 days and will be in the new location full time. A grand opening will occur once they get settled in.

- b. Public Relations Report – report to include an overview of efforts as it pertains public relations
Public Relations Specialist reviewed her report and added progress is being made on brand standards for the Renaissance District, as well as city wayfinding.

9. EXECUTIVE SESSION

- a. Section 551.072 of the Government Code - deliberations about real property - land acquisition and or sale
There was no executive session.

10. ACTION TO BE TAKEN FROM EXECUTIVE SESSION

- a. Consider land acquisition and or sale

11. REQUESTS, ANNOUNCEMENTS AND COMMENTS

Chairman Crowder mentioned that he was contacted by David Myles and he is looking to put a residential development together on the tract known as Rockwell Village.

12. ADJOURNMENT

The regular meeting was adjourned at 8:51 a.m.

Ron Crowder, President

Robin Eldridge, TMRC
City Clerk



CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Agenda item: **10b**

Prepared by: Robin Eldridge

Reviewed by: *Carol Buttler*

Department: Public Services

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding adopting Resolution No. **R-2018-004**, designating authorized signatories for contractual documents and funding requests through the Community Development Grant Funds Program (CDBG)

X

ATTACHMENTS FOR REFERENCE

1. Resolution
2. Signatories Form
3. Resolution No. R-2016-0019 - authorizing of submission of CDBG Application for Water Infrastructure improvements
4. Letter - TDA (Texas Department of Agriculture)

STAFF BRIEFING:

- The City of La Marque was awarded a grant sponsored by the Texas Department of Agriculture funded through the Community Development Block Grant to provide enhancement to the City's Water Distribution System in the amount of \$350,000.00.
- It is necessary to designate authorized signatories for the contractual documents and funding requests associated with the grant.

HISTORY:

- The City has been awarded several grants through CDBG throughout the years utilizing monies for water and sewer projects.
- CO's (Certificates of Obligations) were approved through the 2016-2017 budget process for the City's portion - matching funds

TARGET IMPLEMENTATION: February 12, 2018

SIGNIFICANT ACTION DATES:

12.16.2016 – City Council approved a resolution approving the submittal of an application for a CDBG

1.9.2017 – Public Hearing conducted to hear comments of submittal of the application

2.9.2017 – Grant applications were due

11.13.2017 – Letter received from TDA reporting the award of the grant



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

STAFF'S RECOMMENDATION: Motion to adopt Resolution No. **R-2018-004**, designating authorized signatories for contractual documents and funding requests through the Community Development Grant Funds Program (CDBG)

FISCAL IMPACT:

RESOLUTION NO. R-2018-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS, DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (TxCDBG).

WHEREAS, the City of La Marque, Texas has received a Texas Community Development Block Grant award to provide (water/wastewater/road/other) improvements, and;

WHEREAS, it is necessary to appoint persons to execute contractual documents and documents for requesting funds from the Texas Department of Agriculture, and;

WHEREAS, an original signed copy of the TxCDBG *Depository/Authorized Signatories Designation Form (Form A202)* is to be submitted with a copy of this Resolution; and

WHEREAS, the City of La Marque, Texas, acknowledges that in the event that an authorized signatory of the City changes (elections, illness, resignations, etc.) the City must provide TxCDBG with the following:

- a resolution stating who the new authorized signatory is (not required if this original resolution names only the title and not the name of the signatory); and
- a revised TxCDBG *Depository/Authorized Signatories Designation Form (Form A202)*.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS AS FOLLOWS:

The Mayor and City Manager, be authorized to execute contractual documents between the Texas Department of Agriculture and the City of La Marque for the Texas Community Development Block Grant Program.

The Mayor, City Manager, Finance Director, and Director of Public Works be authorized to execute the *State of Texas Purchase Voucher* and *Request for Payment Form* documents required for requesting funds approved in the Texas Community Development Block Grant Program.

PASSED, APPROVED AND ADOPTED by City Council of the City of La Marque on this the _____ day of _____, 2018.

CITY OF LA MARQUE, TEXAS

Bobby Hocking
Mayor

ATTEST:

Robin Eldridge
City Clerk

APPROVED AS TO FORM:

Ellis Ortego, City Attorney

Depository/Authorized Signatories Designation Form

Grant Recipient City of La MarqueTxCDBG Contract No. 7217250

The individuals listed below are designated by resolution as authorized signatories for contractual documents.

Bobby Hocking	Carol Buttler
_____ (Name)	_____ (Name)
Mayor	City Manager
_____ (Title)	_____ (Title)
_____ (Signature)	_____ (Signature)

In addition to the individuals listed above, the individuals listed below are designated by resolution as authorized signatories for the *Request for Payment Form* (Form A203)—(At least two (2) signatories required).

Suzy Kou	Les Rumburg
_____ (Name)	_____ (Name)
Finance Director	Director of Public Works
_____ (Title)	_____ (Title)
_____ (Signature)	_____ (Signature)
_____ (Name)	_____ (Name)
_____ (Title)	_____ (Title)
_____ (Signature)	_____ (Signature)

NOTE: A copy of a Resolution passed by the City Council or County Commissioner's Court authorizing the signatories must be submitted along with this form. Grant Recipients are strongly encouraged to use the sample resolution provided.

RESOLUTION NO. R-2016-0019

A RESOLUTION OF THE CITY COUNCIL OF LA MARQUE, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND; AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the City Council of La Marque desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to- moderate income; and

WHEREAS, certain conditions exist which represent a threat to the public health and safety; and

WHEREAS, it is necessary and in the best interests of the City of La Marque to apply for funding under the Texas Community Development Block Grant (CDBG) Program;

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

1. That a Texas Community Development Block Grant Program application for the Community Development Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture.
2. That the City's application be placed in competition for funding under the Community Development Fund.
3. That the application be for \$350,000.00 of grant funds to provide enhancements to the water distribution system in the northeastern portion of the City of La Marque.
4. That the City Council directs and designates the Mayor as the City's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the Texas Community Development Block Grant Program.
5. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.
6. That it further be stated that the City is committing \$382,560 from its General Fund as a cash contribution toward the water improvements of this enhanced water distribution system project.

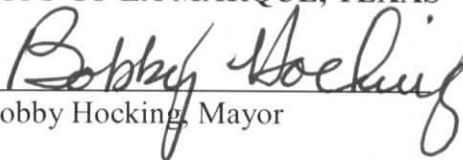
Page 2

Resolution No. R-2016-0019

PASSED, APPROVED AND ADOPTED by the City Council of the City of La Marque on this the 12 day of December, 2016.



CITY OF LA MARQUE, TEXAS


Bobby Hocking, Mayor

ATTEST:


Robin Eldridge, TRMC
City Clerk

APPROVED AS TO FORM:


Ellis J. Ortego, City Attorney



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER

November 13, 2017

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

Re: 2017-2018 Texas Community Development Block Grant (TxCDBG) Program
Community Development (CD) Fund Application - Award Letter

Dear Mayor Hocking:

I am pleased to inform you that the Texas Department of Agriculture (TDA) has approved a Community Development Fund (CD) award for the City of La Marque in the amount of \$350,000 in support of water improvements. This project will be funded through the Texas Community Development Block Grant (TxCDBG) Program as Contract No. 7217250.

The contract is being drafted and should be emailed to you shortly after you receive this letter. The contract must be signed and returned within 30 days of receipt. No pre-agreement request was received in your application; therefore costs incurred on or after the start date listed on your contract may be considered eligible if all other federal, state, and program requirements have been met.

In an effort to ensure funds are spent in a timely manner, TDA requires any issues related to the approved project or threshold requirements related to administrative capacity or satisfactory performance to be addressed within 90 days after the date of this award letter (4 T.A.C. 30.31(b)). Any issues TDA brings to your attention must be addressed within this 90-day period so that the contract can be written and funding for the project secured.

Thank you for your efforts on behalf of the citizens of La Marque. Please feel free to contact Chad Hinds at 512-936-0232 should you have any questions about this award.

Sincerely yours,

Suzanne Barnard
Office of Rural Affairs

SB/ELG/ll



CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Agenda item: **10c**

Prepared by: Robin Eldridge

Reviewed by: *Carol Buttler*

Department: Public Services

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding adopting Resolution No. **R-2018-005**, concerning civil rights, equal opportunity and fair housing policies relating to the award of a grant funded through the Community Development Block Grant (CDBG)

X

ATTACHMENTS FOR REFERENCE

1. Resolution – including the following:
 - a. Citizen Participation Plan and Grievance Procedures;
 - b. Section 3 Policy;
 - c. Excessive Force Policy;
 - d. Section 504 Policy and Grievance Procedures;
 - e. Code of Conduct Policy; and
 - f. Fair Housing Policy

STAFF BRIEFING:

- The City of La Marque was awarded a grant sponsored by the Texas Department of Agriculture funded through the Community Development Block Grant to provide enhancement to the City's Water Distribution System in the amount of \$350,000.00.
- It is necessary for grantees to follow criteria and adopt resolutions, post notices and make appointments according to their CDBG Project Implementation Manual.
- The City of La Marque further states that all funds will be used in accordance with all federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition and all civil rights requirements.

HISTORY:

- The City has been awarded several grants through CDBG throughout the years utilizing monies for water and sewer projects.
- Each time a grant is awarded, these policies and guidelines are put in place in accordance with the CDBG Project Implementation Manual.

TARGET IMPLEMENTATION: February 12, 2018

SIGNIFICANT ACTION DATES:

12.16.2016 – City Council approved a resolution approving the submittal of an application for a CDBG

1.9.2017 – Public Hearing conducted to hear concerns of submittal of the application

2.9.2017 – Grant applications were due

11.13.2017 – Letter received from TDA reporting award of the grant



CITY COUNCIL AGENDA FORM

ACTION:

- | | |
|--|--|
| ☐ Ordinance | ☒ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other – adoption of policies according to the Resolution | |
| ☒ 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 adopt Resolution No. **R-2018-005**, regarding civil rights, equal opportunity and fair housing policies relating to the award of a grant funded through the Community Development Block Grant (CDBG)

FISCAL IMPACT: Grant awarded: \$350,000.00; City's match \$382,000.00

RESOLUTION NO. R-2018-005

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS, REGARDING CIVIL RIGHTS, EQUAL OPPORTUNITY, AND FAIR HOUSING POLICIES

WHEREAS, the City of La Marque, Texas, (herein referred to as the “City of La Marque”) has been awarded federally funded Community Development Block Grant (CDBG) funding;

WHEREAS, the City of La Marque, in accordance with Section 109 of the Title I of the Housing and Community Development Act. (24 CFR 6); Age Discrimination Act of 1975 (42 U.S.C. 6101-6107); and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C.704) and for construction contracts greater than \$10,000, must take actions to ensure that no person or group is denied benefits such as employment, training, housing, and contracts generated by the CDBG activity, on the basis of race, color, religion, sex, national origin, age, or disability;

WHEREAS, the City of La Marque, in consideration for the receipt and acceptance of federal funding, agrees to comply with all federal rules and regulations including those rules and regulations governing citizen participation and civil rights protections;

WHEREAS, the City of La Marque, in accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 135, is required, to the greatest extent feasible, to provide training and employment opportunities to lower income residents and contract opportunities to businesses in the TxCDBG project area;

WHEREAS, the City of La Marque, in accordance with Section 104 (1) of the Housing and Community Development Act, as amended, and State’s certification requirements at 24 CFR 91.325 (b)(6), must adopt an excessive force policy that prohibits the use of excessive force against non-violent civil rights demonstrations;

WHEREAS, the City of La Marque, in accordance with Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of disability and agrees to ensure that qualified individuals with disabilities have access to programs and activities that receive federal funds; and

WHEREAS, the City of La Marque, in accordance with Section 808(e)(5) of the Fair Housing Act (42 USC 3608(e)(5) that requires HUD programs and activities be administered in a manner affirmatively to further the policies of the Fair Housing Act, agrees to conduct at least one activity during the contract period of the TxCDBG contract, to affirmatively further fair housing;

WHEREAS, the City of La Marque, agrees to maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award of contracts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS, that the CITY of La Marque ADOPTS/REAFFIRMS THE FOLLOWING:

1. Citizen Participation Plan and Grievance Procedures;
2. Section 3 Policy;
3. Excessive Force Policy;
4. Section 504 Policy and Grievance Procedures;
5. Code of Conduct Policy; and
6. Fair Housing Policy

PASSED, APPROVED AND ADOPTED by City Council of the City of La Marque on this the _____ day of _____, 2018.

CITY OF LA MARQUE, TEXAS

Bobby Hocking-Signature
Mayor

Bobby Hocking-Printed

ATTEST:

Robin Eldridge
City Clerk

APPROVED AS TO FORM:

Ellis Ortego, City Attorney

CITIZEN PARTICIPATION PLAN AND COMPLAINT PROCEDURES

COMPLAINT PROCEDURES

These complaint procedures comply with the requirements of the Texas Department of Agriculture's Texas Community Development Block Grant (TxCDBG) Program and Local Government Requirements found in 24 CFR §570.486 (Code of Federal Regulations). Citizens can obtain a copy of these procedures at the City of La Marque 1111 Bayou La Marque, TX 77568, 409-938-9200 during regular business hours.

Below are the formal complaint and grievance procedures regarding the services provided under the TxCDBG project.

1. A person who has a complaint or grievance about any services or activities with respect to the TxCDBG project, whether it is a proposed, ongoing, or completed TxCDBG project, may during regular business hours submit such complaint or grievance, in writing to the City of La Marque, at 1111 Bayou La Marque, TX 77568 or may call 409-938-9200.
2. A copy of the complaint or grievance shall be transmitted by the City to the entity that is the subject of the complaint or grievance and to the City Attorney within five (5) working days after the date of the complaint or grievance was received.
3. The City of La Marque shall complete an investigation of the complaint or grievance, if practicable, and provide a timely written answer to person who made the complaint or grievance within ten (10) days.
4. If the investigation cannot be completed within ten (10) working days per 3 above, the person who made the grievance or complaint shall be notified, in writing, within fifteen (15) days where practicable after receipt of the original complaint or grievance and shall detail when the investigation should be completed.
5. If necessary, the grievance and a written copy of the subsequent investigation shall be forwarded to the TxCDBG for their further review and comment.
6. If appropriate, provide copies of grievance procedures and responses to grievances in both English and Spanish, or other appropriate language.

TECHNICAL ASSISTANCE

When requested, the City shall provide technical assistance to groups that are representative of persons of low- and moderate-income in developing proposals for the use of TxCDBG funds. The City, based upon the specific needs of the community's residents at the time of the request, shall determine the level and type of assistance.

PUBLIC HEARING PROVISIONS

For each public hearing scheduled and conducted by the City, the following public hearing provisions shall be observed:

1. Public notice of all hearings must be published at least seventy-two (72) hours prior to the scheduled hearing. The public notice must be published in a local newspaper. Each public notice must include the date, time, location, and topics to be considered at the public hearing. A published newspaper article can also be used to meet this requirement so long as it meets all content and timing requirements. Notices should also be prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups.
2. When a significant number of non-English speaking residents are a part of the potential service area of the TxCDBG project, vital documents such as notices should be published in the predominant language of these non-English speaking citizens.
3. Each public hearing shall be held at a time and location convenient to potential or actual beneficiaries and will include accommodation for persons with disabilities. Persons with disabilities must be able to attend the hearings and the City must make arrangements for individuals who require auxiliary aids or services if contacted at least two days prior to the hearing.
4. A public hearing held prior to the submission of a TxCDBG application must be held after 5:00 PM on a weekday or at a convenient time on a Saturday or Sunday.
5. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter should be present to accommodate the needs of the non-English speaking residents.

The City shall comply with the following citizen participation requirements for the preparation and submission of an application for a TxCDBG project:

1. At a minimum, the City shall hold at least one (1) public hearing to prior to submitting the application to the Texas Department of Agriculture.
2. The City shall retain documentation of the hearing notice(s), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning the proposed use of funds for three (3) years from closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.
3. The public hearing shall include a discussion with citizens as outlined in the applicable TxCDBG application manual to include, but is not limited to, the development of housing and community development needs, the amount of funding available, all eligible activities under the TxCDBG program, and the use of past TxCDBG contract funds, if applicable. Citizens, with particular emphasis on persons of low- and moderate-income who are residents of slum and blight areas, shall be encouraged to submit their views and proposals regarding community development and housing needs. Citizens shall be made

aware of the location where they may submit their views and proposals should they be unable to attend the public hearing.

4. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter should be present to accommodate the needs of the non-English speaking residents.

The City must comply with the following citizen participation requirements in the event that the City receives funds from the TxCDBG program:

1. The City shall also hold a public hearing concerning any substantial change, as determined by TxCDBG, proposed to be made in the use of TxCDBG funds from one eligible activity to another again using the preceding notice requirements.
2. Upon completion of the TxCDBG project, the City shall hold a public hearing and review its program performance including the actual use of the TxCDBG funds.
3. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, for either a public hearing concerning substantial change to the TxCDBG project or for the closeout of the TxCDBG project, publish notice in both English and Spanish, or other appropriate language and provide an interpreter at the hearing to accommodate the needs of the non-English speaking residents.
4. The City shall retain documentation of the TxCDBG project, including hearing notice(s), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning the actual use of funds for a period of three (3) years from closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.

Bobby Hocking, Mayor

Date

Section 3 Policy

In accordance with 12 U.S.C. 1701u the City of La Marque agrees to implement the following steps, which, to *the greatest extent feasible*, will provide job training, employment and contracting opportunities for Section 3 residents and Section 3 businesses of the areas in which the program/project is being carried out.

- A. Introduce and pass a resolution adopting this plan as a policy to strive to attain goals for compliance to Section 3 regulations by increasing opportunities for employment and contracting for Section 3 residents and businesses.
- B. Assign duties related to implementation of this plan to the designated Civil Rights Officer.
- C. Notify Section 3 residents and business concerns of potential new employment and contracting opportunities as they are triggered by TxCDBG grant awards through the use of: Public Hearings and related advertisements; public notices; bidding advertisements and bid documents; notification to local business organizations such as the Chamber(s) of Commerce or the Urban League; local advertising media including public signage; project area committees and citizen advisory boards; local HUD offices; regional planning agencies; and all other appropriate referral sources. Include Section 3 clauses in all covered solicitations and contracts.
- D. Maintain a list of those businesses that have identified themselves as Section 3 businesses for utilization in TxCDBG funded procurements, notify those businesses of pending contractual opportunities, and make this list available for general Grant Recipient procurement needs.
- E. Maintain a list of those persons who have identified themselves as Section 3 residents and contact those persons when hiring/training opportunities are available through either the Grant Recipient or contractors.
- F. Require that all Prime contractors and subcontractors with contracts over \$100,000 commit to this plan as part of their contract work. Monitor the contractors' performance with respect to meeting Section 3 requirements and require that they submit reports as may be required by HUD or TDA to the Grant Recipient.
- G. Submit reports as required by HUD or TDA regarding contracting with Section 3 businesses and/or employment as they occur; and submit reports within 20 days of the federal fiscal year end (by October 20) which identify and quantify Section 3 businesses and employees.
- H. Maintain records, including copies of correspondence, memoranda, etc., which document all actions taken to comply with Section 3 regulations.

As officers and representatives of City of La Marque, we the undersigned have read and fully agree to this plan, and become a party to the full implementation of this program.

Signature

Title

Date

Excessive Force Policy

In accordance with 24 CFR 91.325(b)(6), the The City of La Marque hereby adopts and will enforce the following policy with respect to the use of excessive force:

1. It is the policy of the City of La Marque to prohibit the use of excessive force by the law enforcement agencies within its jurisdiction against any individual engaged in non-violent civil rights demonstrations;
2. It is also the policy of the City of La Marque to enforce applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.
3. The City of La Marque will introduce and pass a resolution adopting this policy.

As officers and representatives of the City of La Marque, we the undersigned have read and fully agree to this plan, and become a party to the full implementation of this program.

Signature

Title

Date

Section 504 Policy against Discrimination based on Handicap and Grievance Procedures

In accordance with 24 CFR Section 8, Nondiscrimination based on Handicap in federally assisted programs and activities of the Department of Housing and Urban Development, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Section 109 of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5309), City of La Marque hereby adopts the following policy and grievance procedures:

1. Discrimination prohibited. No otherwise qualified individual with handicaps in the United States shall, solely by reason of his or her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Housing and Urban Development (HUD).
2. The City of La Marque does not discriminate on the basis of handicap in admission or access to, or treatment or employment in, its federally assisted programs and activities.
3. The City of La Marque recruitment materials or publications shall include a statement of this policy in 1. above.
4. The City of La Marque shall take continuing steps to notify participants, beneficiaries, applicants and employees, including those with impaired vision or hearing, and unions or professional organizations holding collective bargaining or professional agreements with the recipients that it does not discriminate on the basis of handicap in violation of 24 CFR Part 8.
5. For hearing and visually impaired individuals eligible to be served or likely to be affected by the TxCDBG program, the City of La Marque shall ensure that they are provided with the information necessary to understand and participate in the TxCDBG program.
6. Grievances and Complaints
 - a. Any person who believes she or he has been subjected to discrimination on the basis of disability may file a grievance under this procedure. It is against the law for the City of La Marque to retaliate against anyone who files a grievance or cooperates in the investigation of a grievance.
 - b. Complaints should be addressed to: **Robin Eldridge, City Clerk, 1111 Bayou Road, La Marque, Texas 77568, (409) 938-9200**, who has been designated to coordinate Section 504 compliance efforts.
 - c. A complaint should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
 - d. A complaint should be filed within thirty (30) working days after the complainant becomes aware of the alleged violation.

- e. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by **Robin Eldridge**. Informal but thorough investigations will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.
- f. A written determination as to the validity of the complaint and description of resolution, if any, shall be issued by **Robin Eldridge**, and a copy forwarded to the complainant with fifteen (15) working days after the filing of the complaint where practicable.
- g. The Section 504 coordinator shall maintain the files and records of the City of La Marque relating to the complaints files.
- h. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the determination/resolution as described in f. above. The request for reconsideration should be made to the City of La Marque within ten working days after the receipt of the written determination/resolution.
- i. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the U.S. Department of Housing and Urban Development. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.
- j. These procedures shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards and assure that the City of La Marque complies with Section 504 and HUD regulations.

Signature/Title

Date

FEDERAL GRANT PROGRAM PROCUREMENT POLICY

CODE OF CONDUCT

As a Grant Recipient of a TxCDBG contract, CITY OF LA MARQUE shall avoid, neutralize or mitigate actual or potential conflicts of interest so as to prevent an unfair competitive advantage or the existence of conflicting roles that might impair the performance of the TxCDBG contract or impact the integrity of the procurement process.

For procurement of goods and services, no employee, officer, or agent of the CITY OF LA MARQUE shall participate in the selection, award, or administration of a contract supported by TxCDBG funds if he or she has a real or apparent conflict of interest. Such a conflict could arise if the employee, officer or agent; any member of his/her immediate family; his/her partner; or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No officer, employee, or agent of the CITY OF LA MARQUE shall solicit or accept gratuities, favors or anything of monetary value from contractors or firms, potential contractors or firms, or parties to sub-agreements, except where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value.

Contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

For all other cases, no employee, agent, consultant, officer, or elected or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or subrecipients which are receiving TxCDBG funds, that has any CDBG function/responsibility, or is in a position to participate in a decision-making process or gain inside information, may obtain a financial interest or benefit from the TxCDBG activity.

The conflict of interest restrictions and procurement requirements identified herein shall apply to a benefitting business, utility provider, or other third party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract in order to meet the National Program Objective.

Any person or entity including any benefitting business, utility provider, or other third party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract in order to meet a National Program Objective, that might potentially receive benefits from TxCDBG awards may not participate in the selection, award, or administration of a contract supported by CDBG funding.

Any alleged violations of these standards of conduct shall be referred to the CITY OF LA MARQUE Attorney. Where violations appear to have occurred, the offending employee, officer or agent shall be subject to disciplinary action, including but not limited to dismissal or transfer; where violations or infractions appear to be substantial in nature, the matter may be referred to the appropriate officials for criminal investigation and possible prosecution.

PASSED, APPROVED AND ADOPTED by the City Council of the City of La Marque the
_____ day of _____, 20_____.

CITY OF LA MARQUE, TEXAS

Bobby Hocking, Mayor

Fair Housing Policy

In accordance with Fair Housing Act, the City of La Marque hereby adopts the following policy with respect to the Affirmatively Furthering Fair Housing:

1. *The City of La Marque agrees to* affirmatively further fair housing choice for all seven protected classes (race, color, religion, sex, disability, familial status, and national origin).
2. *The City of La Marque agrees to* plan at least one activity during the contract term to affirmatively further fair housing.
3. *The City of La Marque* will introduce and pass a resolution adopting this policy.

As officers and representatives of The City of La Marque, we the undersigned have read and fully agree to this plan, and become a party to the full implementation of this program.

Signature

Title

Date



CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Prepared by: Les Rumburg

Department: Public Services

Agenda item: 10d

Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding ratifying the City Manager's approval of expenditures to Statewide Services for emergency repairs to a sanitary sewer line on Downey Street in the amount of \$27,000

X

ATTACHED FOR REFERENCE

1. Invoice - Statewide Services

STAFF BRIEFING:

- While there continue to be several sewer line rehab projects in various levels of completion throughout town, Public Services has responded to additional issues involving collapsed sewer lines, outside of the project areas, on an "emergency" basis.
- High infiltration of water from outside sources (rain) witnessed during Hurricane Harvey, which brought silt and trash with it, coupled with the recent extreme cold snap caused many sections (consistently, the "older" lines) to collapse.
- Public Services received several calls in late December, from residents on the 2300 block of Downey Street, complaining of sewer blockage.
- Staff discovered a length of approximately 250 feet of the sewer line had collapsed, leaving four (4) homeowners with completely blocked sewer service.
- Due to the emergency nature of the situation and the threat to public health and safety, Public Services (with City Manager approval) elected to contract this out and contacted Statewide Services, who were working a project in town.
- Statewide responded immediately and had residents back in service after replacing the entire length of main line and reattaching services.
- The charge of \$27,000, is in line with costs the City has paid on a "non-emergency" basis.
- While this project is complete, there are three (3) other similar, emergency sewer projects that will be brought to a future Council meeting for consideration and ratification.
- All three (3) projects have been awarded to Texas Pride Utilities, LLC., as they were in the area completing a previously, awarded contract.
- This allowed To-Mex Construction, LLC. to continue with awarded SSO-contracted work.
- A placement of a 6-inch pipe through a bore under FM 519 was required to replace the collapsed line under the highway at 2083 Main Street. Estimated cost - \$13,000.
- Also, close to 600 feet of collapsed sewer main, between Pecos and Magnolia, in the backyard easement of Brazos and Goliad Streets had to be emergency "pipe burst" to re-establish sewer service for several residents. Estimated cost - \$37,000.
- Approximately 550 feet of collapsed sewer line was brought to our attention by residents on Lee Street (through notification of Galveston County Health District). This will also be "burst". Estimated cost - \$35,000.



CITY COUNCIL AGENDA FORM

- At the time all the above related sewer projects were occurring, Gulf Coast Water Authority, following a major line break, forced the City to convert to well water for an extended period of time.
- In doing so, the wells (the City has 3) required an emergency retro-fit of chemical injection and sampling systems to sustain the prolonged water quality standards that equal the surface water purchased from GCWA.
- Municipal Operations and Consulting (the City's Water/Wastewater Administrator), has overseen the installation and will monitor resulting changes to assure quality and regulatory compliance – anticipated cost of \$16,000.
- The sewer-related issues are proposed to be funded through the 2016 SSO Bond Funds, while the well-related issues will be through the maintenance line item of the Department 24 budget, with a possible amendment required at a future date.
- Finance Director has reviewed.

HISTORY: N/A

TARGET IMPLEMENTATION: N/A

SIGNIFICANT ACTION DATES: N/A

ACTION:

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

Cost Details:	
Budgeted	\$2.5million
Actual Bid	
Estimated Expenditure	\$27,000
Acct. Name(s)	47-7003-24-00 02-3010-22-00
Line Items #	
Other Funding	

STAFF'S RECOMMENDATION: Motion to ratify the City Manager's approval of expenditures to Statewide Services for emergency repairs to a sanitary sewer line on Downey Street in the amount of \$27,000

FISCAL IMPACT: \$27,000 invoiced plus estimated \$101,000 in additional projects (\$85,000 in SSO Bond Funds and \$16,000 in Department 24 Funds).



Statewide Services, Inc.
6819 Cadillac Street
Houston, Texas 77021

Date

12/31/2017

Invoice #

41023366

Progress Invoice

Ship To

City of LaMarque
Chaise A Cary
1111 Bayou Road
LaMarque, Tx 77568

Terms

[illegible]

Subtotal	\$27,000.00
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Sales Tax ..	\$0.00
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Total	\$27,000.00
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CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Prepared by: Sussie Sutton

Department: Development Services

Agenda item: 10e

Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding approval of a Final Plat for Landing at Delany Cove Section 9 a subdivision of 13.394 Acres located in the Stephen F. Austin League No. 4, Survey A-2 City of La Marque, Galveston County, Texas. (Delany Rd at FM 1765) as recommended by the Planning and Zoning Commission

X

ATTACHED FOR REFERENCE

1. Planning and Zoning Commission Letter of Recommendation
2. Planning and Zoning Commission Minutes of 01-09-2018
3. Planning and Zoning Commission Minutes of 10-10-2017

STAFF BRIEFING:

- On December 20, 2017, IDS Engineering Group presented the Final Plat of Landing at Delany Cove Section 9 to staff for review. The owners of this development is Lennar Homes of Texas Land and Construction, LTD.
- This section of the overall development at Landing at Delany Cove totals 13.394 acres and encompasses 5 reserves, 3 blocks with a total of 39 lots. The lots are sized 60-feet by 130-feet.

HISTORY:

- Planning and Zoning Commission and City Council have approved all previous plats for Delany Cove.

TARGET IMPLEMENTATION:

SIGNIFICANT ACTION DATES:

10-10-2017 – Planning & Zoning Commission approved of the Preliminary Plat

01-09-2018 - Planning & Zoning Commission approved of the Final Plat



CITY COUNCIL AGENDA FORM

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other- Final Plat | |
| ☒ 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 a Final Plat of Landing at Delany Cove Section 9 a subdivision of 13.394 Acres located in the Stephen F. Austin League No. 4, Survey A-2 City of La Marque, Galveston County, Texas. (Delany Rd at FM 1765) as recommended by the Planning and Zoning Commission

FISCAL IMPACT: Additional property tax revenue



January 9, 2018

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

Dear Mayor and City Council:

On January 9, 2018, the Planning and Zoning Commission conducted a meeting for a Final Plat of Landing at Delany Cove Section 9 a subdivision of 13.394 Acres located in the Stephen F. Austin League No. 4, Survey A-2 City of La Marque, Galveston County, Texas.bh **(Delany Rd at FM 1765)**

By unanimous vote, Planning and Zoning Commission recommended forwarding a favorable recommendation to City Council.

Thank you,

Deanna Bethea, Chairperson
Planning and Zoning Commission



City of La Marque Planning & Zoning Commission

Discussion Date: January 09, 2018

Approval Date:

Submitted By: Sussie Sutton

SUBJECT: Discussion / possible action regarding a Final Plat of Landing at Delany Cove Section 9 a subdivision of 13.394 Acres located in the Stephen F. Austin League No. 4, Survey A-2 City of La Marque, Galveston County, Texas. **(Delany Rd at FM 1765)**

DISCUSSION: On December 20, 2017, IDS Engineering Group presented the Final Plat of Landing at Delany Cove Section 9. The owners of this development is Lennar Homes of Texas Land and Construction, LTD.

This section of the overall development at Landing at Delany Cove totals 13.394 acres and encompasses 5 reserves, 3 blocks with a total of 39 lots. The lots are sized 60-feet by 130-feet.

RECOMMENDATION: Staff recommends approval

ATTACHMENTS:

- | | |
|-------------------|----|
| 1. Plat Hard Copy | 4. |
| 2. | 5. |
| 3. | 6. |
-



1111 Bayou
La Marque, Texas 77568
409.938.9202

**CITY OF LA MARQUE
PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES
OF
JANUARY 09, 2018**

Regular Meeting Minutes of the City of La Marque Planning and Zoning Commission held on January 9, 2018, beginning at 4 p.m. at 1109-Bayou Road with the following members present: Greg Cornett, Augustin Molis, Hugh Cash and Jean Gutierrez.

(1) CALL TO ORDER

Vice Chairperson Greg Cornett called the meeting to order at 4 p.m.

(2) ROLL CALL

PRESENT:

ABSENT:

Vice Chairperson Greg Cornett
Commissioner Augustino Molis
Commissioner Hugh Cash
Commissioner Jean Gutierrez

Chairperson Deanna Bethea

OTHER OFFICIALS/STAFF PRESENT:

Robert Michetich - Council Member
Carol Buttler - City Manager
Kathleen Van Stavern – Code Enforcement
Sussie Sutton - Development Coordinator

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was dispensed by the Planning & Zoning Commission, led by Chairperson Greg Cornett.

(4) APPROVAL OF MINUTES

Regular Meeting Minutes of November 14, 2017.

Commissioner Molis made a motion to accept the Minutes of November 14, 2017.

Commissioner Cash seconded. **MOTION PASSED UNANIMOUSLY.**

(5) CITIZENS PARTICIPATION

There was no citizen's participation.

(6) NEW BUSINESS



1111 Bayou
La Marque, Texas 77568
409.938.9202

- a. **Discussion / possible action** regarding a Final Plat of Landing at Delany Cove Section 9 a subdivision of 13.394 Acres located in the Stephen F. Austin League No. 4, Survey A-2 City of La Marque, Galveston County, Texas. **(Delany Rd at FM 1765)**

Commission Member Cash asked about the height and type of the fencing for this subdivision section. Each lot will have a constructed wood fence of 6-foot in height. It was noted that the entire subdivision will also be fenced.

Commissioner Cash motion to approve the Final Plat of Landing at Delany Cove Section 9. The motion was seconded by Commissioner Gutierrez **MOTION PASSED UNANIMOUSLY.**

- b. **Discussion / possible action regarding ordering City of La Marque Planning Commission Shirts for the members.**

Staff noted if approved by the Commission, each member would be allowed to order 2 shirts each.

Commissioner Cash motioned to approve shirts for the City of La Marque Planning Commission. The motion was seconded by Commissioner Gutierrez **MOTION PASSED UNANIMOUSLY.**

(8) CHAIRPERSON'S REPORT

There was no Chairperson report.

(10) ADJOURNMENT

It was the consensus of the Board to adjourn the meeting at 4:10 P.M.

Deanna Bethea, Chairperson
Planning & Zoning Commission



1111 Bayou
La Marque, Texas 77568
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**CITY OF LA MARQUE
PLANNING AND ZONING COMMISSION
REGULAR MEETING MINUTES
OF
OCTOBER 10,2017**

Regular Meeting Minutes of the City of La Marque Planning and Zoning Commission held on October 10, 2017, beginning at 4 p.m. at 1109-B Bayou Road with the following members present: Russell Washington, Hugh Cash and Greg Cornett.

(1) CALL TO ORDER

Vice Chairperson Greg Cornett called the meeting to order at 4 p.m.

(2) ROLL CALL

PRESENT:

Co-Chairperson Greg Cornett
Commissioner Russell Washington
Commissioner Hugh Cash

ABSENT:

Chairperson Deanna Bethea

Alternate Augustin Molis

OTHER OFFICIALS/STAFF PRESENT:

Carol Buttler - City Manager
Sussie Sutton - Development Coordinator

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was dispensed by the Planning & Zoning Commission, led by Vice Chairperson Greg Cornett.

(4) APPROVAL OF MINUTES

Regular Meeting Minutes of June 13, 2017,
Commissioner Washington made a motion to accept the Minutes of June 13, 2017,
Commissioner Cash seconded. **MOTION PASSED UNANIMOUSLY.**

Regular Meeting Minutes of July 10, 2017.

Commissioner Washington made a motion to accept the Minutes of July 10,2017.
Commissioner Cash seconded. **MOTION PASSED UNANIMOUSLY.**

(5) CITIZENS PARTICIPATION

There was no citizen's participation.



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(6) NEW BUSINESS

- a. **Discussion / possible action** regarding the City of La Marque Outdoor Advertising Sign Regulations Ordinance No. 0-2016-0013 requiring an annual survey and report on the status of signs in nonconformance within the city. (This is the first report by this new ordinance. The Ordinance was council approved on 09-19-2016.)

Staff discussed Ordinance No. 0-2016-0013 which speaks to the annual survey/report by Code Enforcement staff of the existing signage within the city. The survey will identify which signs are in non-compliance and presented to the Commission. Once certified as non-conformance by the Commission; the signs shall be assigned an alpha-numeric designation for future reference and the owner notified. The owner will be responsible to address the signage non-compliance issues. If not addressed; it shall be the responsibility of the board of adjustment to provide a program for the orderly and fair termination of all nonconforming signs in La Marque.

- b. **Discussion / possible action** regarding the Preliminary Plat of Landing at Delany Cove Section 9, Being 13.3 + Acres of Land containing 39 lots (60' x 120'TYP.) and five reserves in three blocks out of the S.F. Austin League No. 4 survey, A-2 City of La Marque Galveston County, Texas. West of Delany Rd. & North of FM 1765.

Commissioner Cash motioned to approve the Preliminary Plat of Landing at Delany Cove Section 9. The motion was seconded by Commissioner Washington. **MOTION PASSED UNANIMOUSLY.**

- c. **Discussion / possible action** regarding the Preliminary Plat of Landing at Delany Cove Section 10, Being 11.6 + Acres of Land containing 45 lots (60' x 120'TYP.) and four reserves in four blocks out of the S.F. Austin League No. 4 survey, A-2 City of La Marque Galveston County, Texas. West of Delany Rd. & North of FM 1765.

Commissioner Cash motioned to approve the Preliminary Plat Landing at Delany Cove Section 10. The motion was seconded by Commissioner Washington. **MOTION PASSED UNANIMOUSLY.**

- d. **Discussion / possible action** regarding the Preliminary Plat of Landing at Delany Cove Section 11, Being 12.5 + Acres of Land containing 43 lots (60' x 120'TYP.) and four reserves in two blocks out of the S.F. Austin League No. 4 survey, A-2 City of La Marque Galveston County, Texas. West of Delany Rd. & North of FM 1765.



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La Marque, Texas 77568
409.938.9202

Commissioner Cash motioned to approve the Preliminary Plat of Landing at Delany Cove Section 11. The motion was seconded by Commissioner Washington. **MOTION PASSED UNANIMOUSLY.**

- e. **Discussion / possible action** regarding the Preliminary Plat of Landing at Delany Cove Section 12, Being 16.8 + Acres of Land containing 41 lots (60' x 120'TYP.) and four reserves in three blocks out of the S.F. Austin League No. 4 survey, A-2 City of La Marque Galveston County, Texas. West of Delany Rd. & North of FM 1765.

Commissioner Cash motioned to approve the Preliminary Plat of Landing at Delany Cove Section 12. The motion was seconded by Commissioner Washington. **MOTION PASSED UNANIMOUSLY.**

- f. **Discussion / possible action** regarding the Preliminary Plat of Landing at Delany Cove Section 13, Being 11.2 + Acres of Land containing 44 lots (60' x 120'TYP.) and five reserves in two blocks out of the S.F. Austin League No. 4 survey, A-2 City of La Marque Galveston County, Texas. West of Delany Rd. & North of FM 1765.

Commissioner Washington motioned to approve the Preliminary Plat of Landing at Delany Cove Section 12. The motion was seconded by Commissioner Cash. **MOTION PASSED UNANIMOUSLY.**

- g. **Discussion / possible action** regarding the Preliminary Plat of Park Meadows Subdivision Section 1, Being a plat of 21.74 Tract out of a 75.62 Acres Tract of Land situated in the S.F. Austin League Survey, Abstract 297, in Galveston County, Texas. West of Delany Rd. & South of FM 1765 (Texas Avenue).

Commissioner Cash motioned to approve the Preliminary Plat of Landing at Delany Cove Section 12. The motion was seconded by Commissioner Washington. **MOTION PASSED UNANIMOUSLY.**

(8) CHAIRPERSON'S REPORT

There was no report.

(9) REQUESTS AND ANNOUNCEMENTS

There were no requests or announcements.



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La Marque, Texas 77568
409.938.9202

(10) ADJOURNMENT

Commissioner Washington motioned to adjourn the meeting. It was the consensus of the Board to adjourn the meeting at 4:18 P.M.

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

Deanna Bethea, Chairperson
Planning & Zoning Commission



CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Prepared by: Chief Kirk Jackson

Department: Police

Agenda item: 10f

Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding adopting Resolution No. **R-2018-006**, authorizing the City Manager to accept the award for Office of the Governor Criminal Justice Division (CJD) Grant number 3488401 for the Rifle Resistant Body Armor Grant program in the amount of \$31,500



ATTACHED FOR REFERENCE

1. Rifle-Resistant Body Armor Grant Program Information
2. Grant Application
3. Email Announcing the Grant Award

STAFF BRIEFING:

- The La Marque Police Department's Uniformed Patrol Services Division is equipped with ballistic body armor up to a level IIIA to defend against handgun ammunition.
- The Patrol officers are not currently equipped with high velocity rifle ammunition resistant body armor.
- Last fiscal year the La Marque Police Department became aware of a grant opportunity to fund rifle resistant body armor for uniformed patrol officers.
- The grant does not require any matching funds from the City.
- The La Marque Police Department made application and was awarded the funds to equip all uniformed officers with the body armor.

HISTORY:

- October 26, 2017- The La Marque Police Department presented the grant opportunity to the Grant Committee.
- October 26, 2017- Due to the grant not requiring matching funds, the grant was approved by the grant committee.
- January 9, 2018- The La Marque Police Department was notified, via email, that full funding was awarded pending a resolution passed by La Marque City Council.

TARGET IMPLEMENTATION:

- 30 to 45 days after funding is received

SIGNIFICANT ACTION DATES:

January 1 to March 1, 2018 – Project implementation must begin

February 28, 2019 - Deadline to complete project (within 12 months of implementation) (first time this item has been presented to Council)



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	\$31,500.00
Estimated Expenditure	\$31,500.00
Acct. Name(s)	Capital Outlay (Equipment)
Line Items #	01-7040-05-00
Other Funding	\$31,500 from the CJD

STAFF'S RECOMMENDATION: Motion to adopt Resolution No. **R-2018-006**, authorizing the City Manager to accept the award for Office of the Governor Criminal Justice Division (CJD) Grant number 3488401 for the Rifle Resistant Body Armor Grant program in the amount of \$31,500.

FISCAL IMPACT: This grant is a no match funding opportunity. It is funded by the CJD at 100%.

RESOLUTION NO. 2018-006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS APPROVING ACCEPTANCE OF THE GRANT SUBMITTED TO THE OFFICE OF THE GOVERNOR'S CRIMINAL JUSTICE DIVISION ON BEHALF OF THE LA MARQUE POLICE DEPARTMENT, FOR RIFLE RESISTANT ARMOR AND DESIGNATING THE CITY MANAGER AS THE AUTHORIZED OFFICIAL OF THE CITY OF LA MARQUE TO HAVE THE POWER TO APPLY FOR, ACCEPT, REJECT, ALTER OR TERMINATE THE GRANT.

WHEREAS, The City of La Marque finds it in the best interest of the citizens of the City of La Marque and for the safety of La Marque police officers that the Rifle Resistant Armor Grant in the amount of \$31,500 be accepted and implemented no later than March 1, 2018, for completion no later than February 28, 2019; and

WHEREAS, the City of La Marque agrees that in the event of loss or misuse of the Office of the Governor funds, the City of La Marque assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, the City of La Marque designates Carol J. Buttler, City Manager, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the City of La Marque approves submission of the grant application for the Rife Resistant Armor Grant to the Office of the Governor.

PASSED, APPROVED AND ADOPTED by the City Council of the City of La Marque this the _____ of _____, 2018

CITY OF LA MARQUE, TEXAS

Bobby Hocking. Mayor

ATTEST:

Robin Eldridge, TRMC
City Clerk

APPROVED AS TO FORM:

Ellis Ortego, City Attorney



Office of the Governor

Criminal Justice Division

Funding Announcement (Amended):

Rifle-Resistant Body Armor Grant Program

July 12, 2017

Opportunity Snapshot

Below is a high-level overview of many of the elements of this opportunity. Full information is provided in the funding announcement that follows.

Amendment

The original funding announcement was amended to remove restrictions on eligibility for state colleges and universities and with more explicit instructions regarding the submission of budgets.

Purpose

The purpose of this announcement is to solicit applications for projects that equip law enforcement officers at risk of shootings with rifle-resistant body armor.

Eligible Funding Areas

Funds may be used by law enforcement agencies to equip law enforcement officers with bullet-resistant personal body armor compliant with the National Institute of Justice (NIJ) standard for rifle protection.

Funds Available

It is anticipated that up to \$25 million may be funded under this announcement.

Process

Applicants will respond to this funding announcement by completing an application in eGrants <https://eGrants.gov.texas.gov>.

Budget

There is no minimum or maximum request under this program, however, applicants should consider the overall availability of funds and CJD's goal to provide resources to as many departments as possible. Funds may only be used to obtain body armor, including bulletproof vests, ballistic plates, and plate carriers.

Match

There is no match requirement under this program.

Project Periods

All projects must begin between Jan. 1 and Mar. 1, 2018. A project period may not exceed 12 months.

Organizational Eligibility

Applications may be submitted by the Texas Department of Public Safety, and units of local government and educational institutions that operate law enforcement agencies employing peace officers under Article 2.12, Texas Code of Criminal Procedure, including municipalities, counties, independent school districts, universities, public and private colleges and universities, federally recognized Native American tribes, community colleges and hospital districts. *With the exception of the Texas Department of Public Safety, applications must be submitted by the entity operating the law enforcement agency, not the agency itself, e.g. the county government, not the sheriff's office.*

Contact Information

If additional information is needed, contact the eGrants help desk at eGrants@gov.texas.gov or (512) 463-1919.

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Rifle-Resistant Body Armor Grant Program

The goal of the Governor's Criminal Justice Division (CJD) is to provide needed funding to improve public safety and support victims of crime by filling system gaps and promoting innovative solutions to common problems. In 2017, in response to the July 7th, 2016, shooting of numerous police officers in Dallas, Texas, the Legislature passed and the Governor signed Senate Bill 12, which created a grant program within the governor's office to increase the safety of Texas' law enforcement officers by assisting agencies in the purchase of rifle-resistant body armor. CJD is now accepting applications for projects under this program.

If you are interested in applying for a grant under this program, follow the four-step process outlined below.

- **Step One - Review the Process:** Get familiar with the funding announcement and the process used for this particular program.
- **Step Two - Consider the Requirements:** Consider the eligibility requirements as well as what will be required of successful applicants.
- **Step Three - Apply in eGrants.** Compile and submit your grant application. To understand how to apply online or to register for the system go to <https://eGrants@gov.texas.gov>.
- **Step Four - Funding Decisions and Grant Acceptance.** Await the funding decision, which is provided through a grant award or other notice from CJD. If you receive an award, complete the acceptance process to access funds.

Step 1: Review the Process

Timeline

Action	Date
Funding Announcement Release	July 7, 2017
Online System Opening Date	July 7, 2017
Final Date to Submit an Application	September 6, 2017 5PM CST
Earliest Start Date	January 1, 2018
Latest Start Date	March 1, 2018

Submission Method

Applicants must submit applications through via eGrants ([eGrants.gov.texas.gov](https://eGrants@gov.texas.gov)) by the deadline above.

Step 2: Consider the Requirements

Organizational Eligibility

Applications may be submitted by the Texas Department of Public Safety, and units of local government and educational institutions that operate law enforcement agencies employing peace officers under Article 2.12, Texas Code of Criminal Procedure, including municipalities, counties, independent school districts, universities, public and private colleges and universities, federally recognized Native American tribes, community colleges and hospital districts. (This announcement has been revised to remove restrictions on state public universities.)

State agencies other than the Texas Department of Public Safety are not authorized under law to apply for funds under this grant program.

With the exception of the Texas Department of Public Safety, applications must be submitted by the entity operating the law enforcement agency, not the agency itself, e.g. the county government, not the sheriff's office.

Funding and Project Period Limits

It is anticipated that up to \$25 million may be funded under this announcement. This amount represents the full level of funding available. (Funds are authorized under Senate Bill 12 and appropriated by the 85th Legislature.) The number and amount of awards will depend upon the reasonableness of costs of individual, eligible applications, and the total volume of applications received.

A project funded may not exceed a one-year grant period.

Match Requirement

There is no match requirement under this program.

Eligible Expenses

Eligible equipment. Grant funds are restricted to obtaining body armor compliant with the National Institute of Justice (NIJ) standard (Ballistic Resistance of Body Armor NIJ Standard-0101.06) type III (rifles) or type IV (armor piercing rifle) body armor, including bullet-resistant vests, ballistic plates, and plate carriers.

Eligible purchase models. Funds may be used for the outright purchase of eligible equipment, or other supply-service or subscription models. However, grant funds are restricted to the one-year project period, and costs for any subscription models or additional extended warranties that extend beyond the project period must be prorated to correspond to the project period.

Eligible officers to equip. Grant funds may only be used to equip peace officers (as defined by Article 2.12, Texas Code of Criminal Procedure) directly employed by a law enforcement agency operated by the applicant. Funds may not be used to equip officers employed by other agencies that are not eligible to apply. CJD may prioritize the equipping of certain types of officers or applicants if the total requested

CJD Funding Announcement (Amended): Rifle-Resistant Body Armor Grant Program

funds exceed the funds appropriated by the Legislature. (See "Selection and Fund Allocation Criteria" below under Step 4.) Only one set of body armor (partial or complete) per officer may be purchased.

Equipment purchasing. The Texas Comptroller of Public Accounts' Statewide Procurement Division (SPD) has developed a list of Bullet Proof Vest and Body Armor that local government members may order on Texas SmartBuy (<http://www.txsmartbuy.com/>). Grantees may find more information about available products and get assistance with purchasing equipment on the SB12 Body Armor web page (<http://comptroller.texas.gov/purchasing/contracts/body-armor.php>), or contact SPD for help in evaluating vendor offers against the pricing on statewide contracts.

Because CJD is attempting to equip the maximum number of law enforcement officers in Texas, if the total funding requested by applicants exceeds available funding, applicants with more reasonable and competitive project budgets may receive priority. Not all body armor listed at the Comptroller's website complies with the requirements of this grant program.

Ineligible Costs and Activities

Costs under this grant program are strictly limited to the procurement of eligible body armor. Grant funds may not be used to support services, activities, and costs including but not limited to:

- 1) Salaries or personnel costs, including any portion of the salary of, or any other compensation for an elected or appointed government official;
- 2) Supplanting or use of grant funds to replace any other existing federal, state or local funds;
- 3) Indirect costs;
- 4) Training and/or maintenance costs;
- 5) Travel;
- 6) Any costs ancillary to the purchase of eligible body armor, such as policy development, training costs, staff, or any other item determined ineligible or unreasonable by CJD;
- 7) Any other prohibition imposed by federal, state, or local law.

Reporting Requirements

Financial Report. At the end of each state fiscal quarter during the one-year grant period, grantees will be required to submit a financial status report via eGrants in the format required by CJD.

Progress Report. Grantees will be required to submit a single close-out report via the Public Policy Research Institute at Texas A&M University (<https://ppri.tamu.edu/>) 12 months after their project start date. Close-out reports will be very brief and will principally ask for:

- 1) Number of officers employed by the law enforcement agency;
- 2) Number of officers equipped with NIJ-compliant level III & IV body armor; and
- 3) A brief description of any shooting events in which an officer equipped with body armor purchased with grant funds was struck by gunfire.

Program-Specific Requirements

Required Agency Policies. As required by Chapter 772.0073, Texas Government Code (as passed in Senate Bill 12), an eligible organization may apply for grant funds only after its law enforcement agency adopts a policy addressing the:

- 1) Deployment and allocation of vests or plates to its officers; and
- 2) Usage of vests or plates by its officers.

CJD requires that the policy on usage of vests or plates include mandatory training on the proper care, fitting, inspection, use, storage, and maintenance of the armor. CJD also requires that the policy specify that body armor may not be left in patrol vehicles when an officer is not on duty to minimize the heat damage to the armor.

In crafting these policies, applicants should be aware that the inspection, storage, and replacement of body armor were identified as potential points of failure in body armor use by the Police Executive Research Forum. See *"A Practitioner's Guide To the 2011 National Body Armor Survey of Law Enforcement Officers"* for more information.

NIJ Body Armor Standards. Body armor purchased with grant funds must comply with the National Institute of Justice (NIJ) standard (Ballistic Resistance of Body Armor NIJ Standard-0101.06) for type III (rifles) or type IV (armor piercing rifle) body armor, including bullet-resistant vests, ballistic plates, and plate carriers. Grantees are responsible for ensuring that any purchases meet this requirement and must certify compliance at the time of application.

Personally Fitted Vest Requirement. All body armor vests purchased with grant funds must be personally fitted for individual officers, including vests specifically fitted to individual female law enforcement officers. "Personally fitted" does not require armor be individually manufactured based on the measurements of a specific wearer, but rather that it provide the best possible fit and coverage, through a combination of:

- 1) Correctly-sized panels and carrier, determined through appropriate measurement; and
- 2) Properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features.

The American Society for Testing and Materials (ASTM) International has made available the Standard Practice for Body Armor Wearer Measurement and Fitting of Armor (*Active Standard ASTM E3003*) available at no cost. The *Personal Armor Fit Assessment checklist*, is excerpted from ASTM E3003.

Grantees are responsible for ensuring that all purchases meet this requirement and must certify compliance at the time of application.

Standard CJD Requirements

CJD Regulations. Grantees must comply with the standards applicable to this funding source cited in the Texas Administrative Code (1 TAC Chapter 3), and all statutes, requirements, and guidelines applicable to this funding.

CJD Funding Announcement (Amended): Rifle-Resistant Body Armor Grant Program

Uniform Crime Reports. Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety (DPS) for inclusion in the annual Uniform Crime Report (UCR). To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year.

Criminal History Reporting. The county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2012 through 2016 as of August 31, 2017

Immigration and Customs Enforcement Requests: An application requirement pertaining to full compliance with Department of Homeland Security detainer requests applies to all municipal or county governments that operate a subdivision or department that detains individuals after arrest for a criminal violation. Full text of this certification can be found on the Narrative tab of each application or at http://gov.texas.gov/cjd/dhs_detainerrequest. All applicants must select one of four options in their eGrants application to be considered for funding under this announcement.

Step 3: Apply via eGrants

Basics

To apply to CJD for these grants, you must complete or make sure you have already completed some standard requirements. All of the following are needed to apply within eGrants:

- Applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to <http://fedgov.dnb.com/webform/displayHomePage.do>).
- Applicants must be registered in the federal System for Award Management (SAM) database located at <https://www.sam.gov/> and maintain an active registration throughout the grant period.
- Applicants must have or register for an account in eGrants eGrants@gov.texas.gov.

Profile Tab – Grant.Vendor Sub-Tab Direct Deposit Procedures

New Direct Deposit procedures: Applicants must upload the required [Direct Deposit forms](#), [New Payee Identification Form](#), and [W9 Form](#) for each application prior to submission. The eGrants system will not allow an application submission until these forms are attached to the application. These forms are available at <https://egrants.gov.texas.gov/updates.aspx> under the Financial Management Tools section or by clicking on the hyperlinks above.

Narrative Tab – Program-Specific Questions

Applicants must enter the number of officers currently employed by the agency, the number of officers currently equipped with Type III and Type IV body armor, and the number proposed to be equipped under the grant for the following four categories:

- 1) Officers within a tactical response (SWAT-style) unit or specifically assigned tactical response duties;

CJD Funding Announcement (Amended): Rifle-Resistant Body Armor Grant Program

- 2) Officers who are engaged in traffic or highway patrol, otherwise regularly detain or stop motor vehicles, are primary responders to calls for assistance from the public, or execute arrest or search warrants for criminal offenses;
- 3) All other officers employed by the agency;
- 4) All other reserve officers.

Narrative Tab – Required Certifications

There are a variety of certifications on the eGrants application that applicants are required to make when submitting their application. Applicants should carefully review these certifications, which are also found in this funding announcement's "Appendix A: Required Certifications".

Narrative Tab – Project Narrative

The eGrants system contains nine narrative boxes, but only one is required for this grant program. Using the headings indicated below in bold type, applicants should use the "Project Abstract" box, to describe:

- 1) **Duties.** The duties of the four categories of officers proposed to be equipped under the project, including how those duties would expose the officers to gunfire that necessitates Type III and Type IV body armor.
- 2) **History.** Any recent history of shootings that demonstrates the need for Type III and Type IV body armor.
- 3) **Non-Tactical Duties.** If the project proposes equipment for reserve officers and/or officers not engaged in tactical response duties, regular patrol, response to calls for assistance, or the execution of warrants related to criminal offenses, why such officers have a need for this level of body armor.
- 4) **Multi-Agency Breakdown.** If the project will equip more than one agency operated by an applicant, how many of each category of officer (tactical response officers; patrol/response/warrant-serving officers; other employed officers; other reserve officers) work in each agency. (For example, if a county's application contains equipment for officers in a constable's office and a sheriff's office, those total should be broken-out here.)

Applicants should enter "n/a" in all other project narrative boxes.

Activities Tab – CJD Purpose Areas

Applicants must estimate the percentage of time officers proposed to be equipped under their project will be specifically assigned to:

- 1) Educational campuses;
- 2) Jails or prisons;
- 3) Juvenile facilities (not regular K-12 or college campuses);
- 4) Victim services facilities;
- 5) General (all other areas)

Activities Tab – Fund Source Information and Requirements

If the officers to be equipped with grant funds are explicitly assigned to specific educational campuses (K-12 or higher education), the applicant must enter the TOTAL students at ALL campuses that will be served by the project.

Activities Tab – OOG-Defined Project Activity Area

Applicants should assign 100% of their project activity to “Equipment and Technology”. For the Description of Activity, “Equipping officers with Type III and Type IV body armor” is sufficient.

Measures Tab

There are no additional measures required for this grant program.

Budget Tab

Applicants must submit a budget line item for each type of item being purchased, including the expected make and model of the item and the quantity of item to be purchased. For example, a budget line item listing a quantity of one and a description reading “12 bullet resistant vests” is incorrect. That budget line item should list a quantity of 12 and a description reading “Bullet resistant vests by [manufacturer] of model [model of vest]”.

Applicants receiving awards are not locked-in to the make and model of equipment in their application, but must consult with their grant manager and request a budget adjustment changing the make and model *before* making any purchases. CJD reserves the right to deny a requested change, and any purchases of equipment not listed in the approved budget are not guaranteed to be reimbursed.

Submit.Application and Certify.Application Tabs

After completing the application, submit the application by selecting the “Submit Initial Application” button on the bottom of the Submit.Application tab. (If your application is missing information, a list of errors will appear on the Submit.Application tab.)

After the initial submission, the project officials will receive an email notification. The Authorized Official must then log-in to the application and certify the application by selecting the “Certify Official Application” button at the bottom of the Certify.Application tab (only visible once the application has been initially submitted).

Applications are not complete until the Authorized Official has CERTIFIED the application, and they must do so BEFORE the application deadline.

For support documents and “how-to” videos and other resources, including the Guide to Creating an Application, see the eGrants support page at <https://egrants.gov.texas.gov/updates.aspx>.

Step 4: Review your Funding Decision

Selection and Fund Allocation Criteria

CJD will review applications to understand the overall demand for the program and for significant variations in costs per item. After this review, CJD will determine if all eligible applications can be funded based on funds available, if there are cost-effectiveness benefits to normalizing or setting limits on the range of costs, and if other fair-share cuts may allow for broader distribution and a higher number of projects while still remaining effective.

In the event that the total requested funds exceed available funding, CJD may also prioritize applications for municipal police departments, sheriff's offices, or – within projects – officers engaged in tactical response and regular patrol/response or warrant-execution duties.

Final Decisions – All Projects: The executive director will consider the analysis described above along with other factors and make all final funding decisions. Other factors may include need, cost effectiveness, overall funds availability, CJD or state government priorities and strategies, legislative directives, need, geographic distribution, balance of focuses and approaches, or other relevant factors.

CJD may not fund all applications or may only award part of the amount requested. Per Title 1, Section 3.9 of the Texas Administrative Code, all funding decisions made by the executive director are final and are not subject to appeal. The receipt of an application by CJD does not obligate CJD to fund the grant or to fund it at the amount requested.

Announcements

After CJD makes final funding decisions, each applicant will receive either an unfunded notice, a preliminary decision notification, or a final grant award. The award will provide all of the conditions and requirements of the grant. Release of final grant awards are always contingent on CJD's receipt of the federal grant award under which the program is funded and CJD cannot release or guarantee funding to any applicant until that award is received and acceptance is processed and a determination is made that adequate funding is available. All grantees receiving federal and state funds must comply with the applicable statutes, rules, regulations, and guidelines related to the funding source under which the grant is funded. In instances where both federal and state requirements apply to a grantee, the more restrictive requirements apply.

Appendix: Required Certifications

Applicants must certify that they will comply with the following requirements to the extent that they are applicable. CJD, at its sole discretion, will determine the applicability of requirements:

A. Constitutional Compliance: Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

B. Required Agency Policies: Applicant assures that it has adopted policies addressing the deployment and allocation of vests or plates to its officers; and the usage of vests or plates by its officers. CJD requires that the policy on usage of vests or plates include mandatory training on the proper care, fitting, inspection, use, storage, and maintenance of the armor. CJD also requires the policy specify that body armor may not be left in patrol vehicles when an officer is not on duty in order to minimize the heat damage to the armor.

In crafting these policies, applicants should be aware that the inspection, storage, and replacement of body armor were identified as potential points of failure in body armor use by the Police Executive Research Forum. See ["A Practitioner's Guide To the 2011 National Body Armor Survey of Law Enforcement Officers"](#) For more information.

C. NIJ Body Armor Standards. Applicant assures that body armor purchased with grant funds will comply with the National Institute of Justice (NIJ) standard (Ballistic Resistance of Body Armor NIJ Standard-0101.06) for type III (rifles) or type IV (armor piercing rifle) body armor, including bullet-resistant vests, ballistic plates, and plate carriers.

D. Personally Fitted Vest Requirement. Applicant assures that all body armor vests purchased with grant funds will be personally fitted for individual officers, including vests specifically fitted to individual female law enforcement officers. "Personally fitted" does not require armor be individually manufactured based on the measurements of a specific wearer, but rather that it provide the best possible fit and coverage, through a combination of:

- 1) Correctly-sized panels and carrier, determined through appropriate measurement; and
- 2) Properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features.

The American Society for Testing and Materials (ASTM) International has made available the Standard Practice for Body Armor Wearer Measurement and Fitting of Armor ([Active Standard ASTM E3003](#)) available at no cost. The [Personal Armor Fit Assessment checklist](#), is excerpted from ASTM E3003.

E. Uniform Crime Reports: Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety for inclusion in the annual Uniform Crime Report (UCR) and must have been current for the twelve previous months.

F. Criminal History Reporting: The county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2012 through 2016, as of August 31, 2017.

G. Immigration and Customs Enforcement Requests: The full text of this certification is found at http://gov.texas.gov/cjd/dhs_detainerrequest. To be in compliance with this requirement, any county or municipal government that includes a department that detains individuals after arrest for a criminal violation must provide a letter signed by the head of each such department certifying to the requirements. This letter may be used for any application submitted to OOG for a period of up to two years from the date it is signed. If the applicant has submitted a letter to CJD in the prior year, that letter meets the requirement of this section. If that period expires during the project period of any grant, the grantee must submit an updated letter for each such grant to remain in compliance with this requirement. All applicants must select one of the following options:

- Applicant is not a county or municipal government.
- Applicant is a county or municipal government and does not include any department that detains individuals after arrest for a criminal violation at any time.
- Applicant is a county or municipal government that includes department(s) that detain individuals after arrest for a criminal violation. Letters certifying compliance and signed by the heads of all such departments have been uploaded to this application.
- Applicant is a county or municipal government that includes department(s) that detain individuals after arrest for a criminal violation. The Authorized Official has read the certification found at http://gov.texas.gov/cjd/dhs_detainerrequest. Further, the Authorized Official will not be submitting signed letters certifying compliance from the heads of all such departments and understands that failure to comply with this certification may result in OOG, at its sole discretion, rejecting this application and any other application from the relevant county or municipal government.

H. Civil Rights Liaison: A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Overall Certification: Each applicant agency must certify to the specific requirements detailed above as well as all requirements within the CJD funding announcement and *Criminal Justice Division & Homeland Security Grants Division Grantee Conditions and Responsibilities* document to be eligible for this program.

About CJD

Our mission at the Criminal Justice Division is to direct much needed resources to those who are committed to making Texas a safer place and those who help victims of crime to recover and feel safe again. In carrying out this mission, we are committed to helping our grantees by actively finding ways for them to accomplish their goals and by making sure that we always have our eye to identifying the approaches that work best. We envision positive and beneficial working relationships with our grantees where we provide as much assistance as is needed and where we are always ready with answers, not burdensome restrictions or requirements.

CJD is providing over \$250 million in funding to hundreds of organizations during state fiscal year 2016 for juvenile justice, delinquency prevention, victims services, law enforcement, prosecution, courts, specialty courts, prevention of child sex trafficking, and other types of projects to benefit Texans.

Version 4: June 30, 2017



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Price Quote

Rob Hauswald/Paul Bennett
Galls, LLC
1340 Russell Cave Road
Lexington, KY 40505
800-876-4242 phone
877-914-2557 fax

Attention:

Account Number 5290771
Name La Marque
Street Address
City & State

Quote Date 8/2/2017

Buy Board 507-16

	Item #	Description	Qty	Retail	Your Price	Ext. Total
1	BP1136	1) RPSS CARRIER (2) POLICE PLACARDS (2) ZETA LITE 8H W/CERTIFIED LEVEL IV PLATES	36	\$1,710.00	\$875.00	\$31,500.00
2						
3						

Galls is required to collect tax on all shipments to all states. Please add applicable state and local tax percentages. Tax exempt customers, state laws require us to have a signed tax exemption or resale certificate on file at our office. If you would like your tax exempt document on file with us please fax this information, including your Galls account # to (859) 298-5941.

Prices are valid for 30 days from the date of the quote.
are Net 30 days from date on each invoice.

Thank you for the opportunity to earn your business. Galls payment terms

Subtotal	\$31,500.00
Shipping	\$0.00
Total	\$31,500.00

Agency Name: La Marque, City of
Grant/App: 3488401 **Start Date:** 1/1/2018 **End Date:** 9/30/2018

Project Title: Rifle Resistant Armor
Status: Application Pending AO Certification

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17460129954000

Application Eligibility Certify:
Created on:8/14/2017 7:58:31 AM By:Forrest Gandy

Profile Information

Applicant Agency Name: La Marque, City of
Project Title: Rifle Resistant Armor
Division or Unit to Administer the Project: Police Department
Address Line 1: 431 Bayou Road
Address Line 2: La Marque
City/State/Zip: Texas Texas 77568-4647
Start Date: 1/1/2018
End Date: 9/30/2018

Regional Council of Governments(COG) within the Project's Impact Area: Houston-Galveston Area Council
Headquarter County: Galveston
Counties within Project's Impact Area: Galveston

Grant Officials:

Authorized Official

User Name: Carol Buttler
Email: c.buttler@cityoflamarque.org
Address 1: 1111 Bayou Road
Address 1:
City: La Marque, Texas 77568
Phone: 409-938-9202 **Other Phone:**
Fax:
Title: Ms.
Salutation: Ms.
Position: City Manager

Project Director

User Name: Kenneth Cagnon
Email: k.cagnon@cityoflamarque.org

Address 1: 431 Bayou Road

Address 1:

City: La Marque, Texas 77568

Phone: 409-938-9241 Other Phone: 832-315-1596

Fax: 409-935-0002

Title: Mr.

Salutation: Lieutenant

Position: Administration Lieutenant

Financial Official

User Name: Suzy Kou

Email: financedirector@ci.la-marque.tx.us

Address 1: 1111 Bayou Road

Address 1:

City: La Marque, Texas 77568

Phone: 409-938-9205 Other Phone:

Fax:

Title: Ms.

Salutation: Ms.

Position: Finance Director

Grant Writer

User Name: Forrest Gandy

Email: f.gandy@cityoflamarque.org

Address 1: 431 Bayou Road

Address 1:

City: La Marque, Texas 77568

Phone: 409-938-9269 Other Phone: 409-502-7932

Fax:

Title: Mr.

Salutation: Sergeant

Position: Detective Sergeant

Grant Vendor Information

Organization Type: Unit of Local Government (City, Town, or Village)

Organization Option: applying to provide services to all others

Applicant Agency's State Payee Identification Number (e.g., Federal Employer's

Identification (FEI) Number or Vendor ID): 17460129954000

Data Universal Numbering System (DUNS): 074175282

Narrative Information

Introduction

Information related to this program is in the relevant CJD funding announcement for the Rifle-Resistant Body Armor Grant Program. Applicants MUST read the funding announcement (linked above under "OOG Solicitation") for important information on eligible program

activities and expenses and instructions on how to fill out applications. Failure to adequately follow instructions in the funding announcements may result in CJD deeming a grant ineligible for funding.

Instructions for Section 1: Program-Specific Questions

Applicants should answer questions regarding the current state of the agency and the number if the grant is funded at the full amount.

Instructions for Section 2: Certifications

Applicants should review the stated certifications and further requirements in the Funding Announcement before making the Overall Certification.

Instructions for Section 3: Project Narrative

The eGrants system contains nine narrative boxes, but only one is required for this grant program. Using the headings indicated below in bold type, applicants should use the “Project Abstract” box, to describe:

1. **Duties.** The duties of the four categories of officers proposed to be equipped under the project, including how those duties would expose the officers to gunfire that necessitates Type III and Type IV body armor.
2. **History.** Any recent history of shootings that demonstrates the need for Type III and Type IV body armor.
3. **Non-Tactical/Patrol/Warrant-Serving Duties.** If the project proposes equipment for reserve officers and/or officers not engaged in tactical response duties, regular patrol, response to calls for assistance, or the execution of warrants related to criminal offenses, why such officers have a need for this level of body armor.
4. **Multi-Agency Breakdown.** If the project will equip more than one agency operated by an applicant, how many of each category of officer (tactical response officers; patrol/response/warrant-serving officers; other employed officers; other reserve officers) work in each agency. (For example, if a county’s application contains equipment for officers in a constable’s office and a sheriff’s office, those total should be broken-out here.)

Applicants should enter 'N/A' in all other project narrative boxes.

Section 1: Program-Specific Questions

Applicants must enter the number of officers currently employed by the agency, the number of officers currently equipped with Type III and Type IV body armor, and the number proposed to be equipped under the grant for the following four categories:

A. Tactical Response - officers within a tactical response (SWAT-style) unit or specifically assigned tactical response duties

Current total number of officers:

8

Current number of officers equipped with Type III and Type IV body armor:

0

Target number of officers equipped with Type III and Type IV body armor after grant:

8

B. Traffic or Highway Patrol - officers who are engaged in traffic or highway patrol, otherwise regularly detain or stop motor vehicles, are primary responders to calls for assistance from the public, or execute arrest or search warrants for criminal offenses

Current total number of officers:

2

Current number of officers equipped with Type III and Type IV body armor:

0

Target number of officers equipped with Type III and Type IV body armor after grant:

2

C. Other - all other officers *employed* by the agency

Current total number of officers:

36

Current number of officers equipped with Type III and Type IV body armor:

0

Target number of officers equipped with Type III and Type IV body armor after grant:

36

D. Reserve Officers - all other reserve officers

Current total number of officers:

0

Current number of officers equipped with Type III and Type IV body armor:

0

Target number of officers equipped with Type III and Type IV body armor after grant:

0

Section 2: Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

A. Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

B. Required Agency Policies

Applicant assures that it has adopted policies addressing the deployment and allocation of vests or plates to its officers; and the usage of vests or plates by its officers. CJD requires that the policy on usage of vests or plates include mandatory training on the proper care, fitting, inspection, use, storage, and maintenance of the armor. CJD also requires the policy specify that body armor may not be left in patrol vehicles when an officer is not on duty in order to minimize the heat damage to the armor.

In crafting these policies, applicants should be aware that the inspection, storage, and replacement of body armor were identified as potential points of failure in body armor use by the Police Executive Research Forum. See "[A Practitioner's Guide To the 2011 National Body Armor Survey of Law Enforcement Officers](#)" for more information.

C. NIJ Body Armor Standards

Applicant assures that body armor purchased with grant funds will comply with the National Institute of Justice (NIJ) standard (Ballistic Resistance of Body Armor NIJ Standard-0101.06) for type III (rifles) or type IV (armor piercing rifle) body armor, including bullet-resistant vests, ballistic plates, and plate carriers.

D. Personally Fitted Vest Requirement

Applicant assures that all body armor vests purchased with grant funds will be personally fitted for individual officers, including vests specifically fitted to individual female law enforcement officers. "Personally fitted" does not require armor be individually manufactured based on the measurements of a specific wearer, but rather that it provide the best possible fit and coverage, through a combination of:

1. Correctly-sized panels and carrier, determined through appropriate measurement; and
2. Properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features.

The American Society for Testing and Materials (ASTM) International has made available the Standard Practice for Body Armor Wearer Measurement and Fitting of Armor ([Active Standard ASTM E3003](#)) available at no cost. The Personal Armor Fit Assessment [checklist](#), is excerpted from ASTM E3003.

E. Uniform Crime Reports

Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety (DPS) for inclusion in the annual

Uniform Crime Report (UCR). To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year.

F. Criminal History Reporting

The county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2012 through 2016, as of August 31, 2017.

G. Immigration and Customs Enforcement Requests

The full text of this certification can be found [here](#). To be in compliance with this requirement, any county or municipal government that includes a department that detains individuals after arrest for a criminal violation must provide a letter signed by the head of each such department certifying to the requirements. This letter may be used for any application submitted to OOG for a period of up to two years from the date it is signed. If that period expires during the project period of any grant, the grantee must submit an updated letter for each such grant to remain in compliance with this requirement.

All applicants must select one of the following options:

☐ Applicant is not a county or municipal government

☐ Applicant is a county or municipal government and does not include any department that detains individuals after arrest for a criminal violation at any time

☒ Applicant is a county or municipal government that includes department(s) that detain individuals after arrest for a criminal violation. Letters certifying compliance and signed by the heads of all such departments have been uploaded to this application.

☐ Applicant is a county or municipal government that includes department(s) that detain individuals after arrest for a criminal violation. The Authorized Official has read the certification found on the aforementioned CJD website. Further, the Authorized Official will not be submitting signed letters certifying compliance from the heads of all such departments and understands that failure to comply with this certification may result in OOG, at its sole discretion, rejecting this application and any other application from the relevant county or municipal government.

H. Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Lt. Chad Waggoner

Enter the Address for the Civil Rights Liaison:

431 Bayou Road La Marque, TX 77568

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

409-938-9269

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the CJD Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

X I certify to all of the application content & requirements.

Project Abstract :

N/A

Problem Statement :

The City of La Marque has a diverse population of 15,230, but with a crime rate of a much larger city. Narcotics, selling and buying, can and often lead to additional crimes. With La Marque's violent crime rate being higher than normal, for a city our size, it can add additional dangers for the officers. The drug business and firearms usually go hand and hand, and this is no different in La Marque. This grant will help our officers be better prepared for a situation where they may be out gunned. This grant will better help the officers serve their community by providing them with a potentially lifesaving tool.

Supporting Data :

N/A

Project Approach & Activities:

N/A

Capacity & Capabilities:

N/A

Performance Management :

N/A

Data Management:

N/A

Target Group :

N/A

Evidence-Based Practices:

N/A

Project Activities Information**Introduction**

Only agencies that specifically and exclusively serve educational campuses should fill out the below section.

Campus-Based Projects

This project is based on – or serves – one or more specific educational campuses (K-12 or higher education).

How many TOTAL students at ALL campuses will be served by the project? (enter “0” if this project is not based on – or serves – specific educational campuses):

0

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Equipment and Technology	100.00	Officers will utilize the rifle resistant body armor anytime there is a threat of a rifle being used against them.

CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
100.00	Safety and Security: General	To increase the safety and security of the general public (general law enforcement)

Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
----------------	--------------

Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
-----------------	--------------

Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL

Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL

Section 1: Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Section 2: Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

☐ Yes
☒ No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Section 3: Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

☐ Yes
☐ No
☒ N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

☐ Yes
☒ No
☐ N/A

Section 4: Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2017

Enter the End Date [mm/dd/yyyy]:

9/30/2018

Section 5: Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

0

Enter the amount (\$) of State Grant Funds:

0

Section 6: Single Audit

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

☐ Yes
☒ No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single

Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

Section 7: Equal Employment Opportunity Plan

Type I Entity

Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity

- The applicant is exempt from the EEOP requirements required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302;
- the applicant must complete Section A of the [Certification Form](#) and send it to the Office for Civil Rights (OCR) to claim the exemption from developing an EEOP; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity

Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity - Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Type III Entity

Defined as an applicant that is NOT a Type I or Type II Entity.

Requirements for a Type III Entity - Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

- ☒ Type I Entity
☐ Type II Entity
☐ Type III Entity

Section 8: Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- ☒ I Certify
☐ Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Fiscal Capability Information

Section 1: Organizational Information

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts).

Select the appropriate response:

☐ Yes

☐ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

☐ Yes

☐ No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

☐ Yes

☐ No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- ☐ Yes
- ☐ No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- ☐ Yes
- ☐ No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- ☐ Yes
- ☐ No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

☐ Yes
☐ No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

☐ Yes
☐ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

☐ Yes
☐ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

☐ Yes
☐ No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Equipment	Bulletproof Vest	Rife Resistant Body Armor RPSS Carrier (2) Police Placards (2) Zeta Lite 6H W/Certified Level IV Plates	\$31,500.00	\$0.00	\$0.00	\$0.00	\$31,500.00	36

Source of Match Information**Detail Source of Match/GPI:**

DESCRIPTION	MATCH TYPE	AMOUNT
-------------	------------	--------

Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information**Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Equipment	\$31,500.00	\$0.00	\$0.00	\$0.00	\$31,500.00

Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
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\$31,500.00	\$0.00	\$0.00	\$0.00	\$31,500.00
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Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** kcagnon

Kirk Jackson

From: Kenneth Cagnon
Sent: Tuesday, January 9, 2018 4:42 PM
To: Kirk Jackson
Subject: FW: CJD eGrants: Notification of OOG Grant Award for Grant Number: 3488401

Lieutenant Ken Cagnon #502
Patrol Services Division Commander
La Marque Police Department
431 Bayou Road
La Marque, TX 77568
Office (409) 938-9241
Cell (832) 315-1596

-----Original Message-----

From: eGrants@gov.texas.gov [mailto:eGrants@gov.texas.gov]
Sent: Tuesday, January 9, 2018 10:56 AM
To: Carol Buttler <c.buttler@cityoflamarque.org>; Kenneth Cagnon <k.cagnon@cityoflamarque.org>; Finance Director <financedirector@cityoflamarque.org>
Subject: CJD eGrants: Notification of OOG Grant Award for Grant Number: 3488401

It is a pleasure to inform you that your application for funding has been awarded!

See the instructions below for specific information about activating your award. Thank you for your work and best wishes for a successful project.

Instructions for Activating Your Grant

To activate your agency's grant, the Authorized Official should log on to eGrants at <https://eGrants.gov.texas.gov> and go to the 'My Home' page. In the 'Current Status' column, locate the application(s) marked 'Pending Acceptance of Award'. Click on the grant number and proceed to the 'Accept Award' tab. At the bottom of this page you may click the appropriate tab to 'Accept' or 'Decline' the award for your grant.



CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Prepared by: Carol Buttler

Department: Administration

Agenda item: 10g

Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding amending Article VI, Landscaping of the City of La Marque Code of Ordinances to prohibit planting of any street trees in the City's rights-of-way / easements and providing direction to the City Manager

X

ATTACHED FOR REFERENCE

1. Street Trees – example
2. Current City of La Marque Code of Ordinances – Article VI Landscaping

STAFF BRIEFING:

- Councilmember Michetich requested this item be discussed by City Council due to issues with trees damaging sidewalks and the potential to damage utility lines.
- If City Council wishes to amend the existing code relating to landscaping, the City Manager will have staff research other cities, submit an amendment ordinance for legal review, and present to City Council for consideration.

HISTORY:

- Over time and in new developments, trees have been planted in City ROW/easements, which damage sidewalks and curbing and potentially can damage any utility lines buried within the same ROW.

TARGET IMPLEMENTATION: Dependent on Council discussion

SIGNIFICANT ACTION DATES:

ACTION:

- | | | | |
|-------------------------------------|--------------------------------------|--------------------------|----------------|
| ☐ | Ordinance | ☐ | Resolution |
| ☐ | Special Presentation | ☐ | Proclamation |
| ☐ | Finance Report | ☐ | Public Hearing |
| ☒ | Other – proposed ordinance amendment | | |

- ☒ 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



CITY COUNCIL AGENDA FORM

STAFF'S RECOMMENDATION: Dependent on Council discussion

FISCAL IMPACT: N/A

EXAMPLES

“What are street trees? A “street tree” is any tree planted by or on behalf of the City in the street Right-Of-Way. Typically trees are planted in the “park strip” which is the area between the sidewalk and the street.



Sometimes, when the sidewalk is adjacent to the curb, (known as a “monolithic sidewalk”) the tree is planted next to the sidewalk. **If a tree is not within the public right-of-way, it is NOT a street tree.”**

Street trees are owned by the city and the city is responsible for the health of the trees through the Parks Department who maintains them. This would include trimming of over-hanging limbs and removal of fallen trees.

If a tree is on personal property then that tree is the responsibility of the property owner. All neighbor-to-neighbor property tree disputes are a civil matter and the city will not participate in civil matters.

Street trees ~~will~~ as of this date ~~shall~~ not be allowed in the City of La Marque unless otherwise directed by City Council.

As a tree grows into maturity so does its roots. When this happens the roots displace the sidewalk. Usually causing the breaking of said sidewalk. When this happens the sidewalk is no longer safe for citizens to walk on it and must be repaired at the city’s expense.



- **ARTICLE VI. - LANDSCAPING REQUIREMENTS**
- **Sec. 41-209. - Applicability of regulations.**

(a)

This article shall apply to the following:

(1)

All new multifamily apartment houses.

(2)

All new nonresidential developments.

(3)

All new gasoline service stations.

(4)

Existing multifamily houses and nonresidential developments which are improved, whether by attached or detached additions that exceed 50 percent of the value of the existing property.

(5)

A change in land use of an existing commercial development.

(b)

This article shall not apply to existing nonresidential developments or multifamily apartment houses where there is no change of occupancy or additions less than 50 percent of the value.

(Ord. No. 903, 3-26-2001)

- **Sec. 41-210. - Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Approved fence materials means a material normally manufactured as, used as, and recognized as, fencing materials such as wrought iron, or other decorative metals suitable for the construction of fences, fired masonry, concrete, stone, chain link, metal tubing, wood planks, and vinyl or fiberglass composite. Fence materials must also be materials approved for exterior use and are weather and decay-resistant.

Inert architectural material . Brick, stone, pebbles, aggregates, sand, natural forms (driftwood, fossils, seashells, etc.), water forms and other non-living landscape features. Concrete and asphalt paving shall not be considered inert architectural materials and shall not be used in landscape areas. Inert architectural materials shall not exceed 25 percent of any landscape area.

Planter . An area bounded by curb within a parking lot set aside for landscaping. A planter shall be no less than 135 square feet with a minimum dimension of 7 1/2 feet from the inside curb.

Plant material . Living **trees**, shrubs, vines, ground covers, sod, flowering annuals, biennials and perennials. Plastic or other artificial plant simulations shall not fulfill requirements for plant material.

Privacy fence or wall . A fence or wall shall be at least six feet in height constructed of masonry, or approved fence materials which obscure the outside view.

Screening fence or blind fence means a fence that screens from view the interior of a property so that the visibility through the fence is prevented from the exterior side of the fence.

Tree . Any living self-supporting woody plant having at least one well defined stem and growing to a minimum clear wood height of five feet.

(Ord. No. 903, 3-26-2001; Ord. No. O-2014-008, § 1, 3-24-2014)

• **Sec. 41-211. - Property perimeter requirements.**

(a)

Landscape area five feet in width shall be required along the front property line and along the side property lines to the building setback line or building, whichever distance is greater. Corner lots shall be treated as having two front property lines.

(b)

Landscape area(s) between the front property line(s) and the parking area(s) shall provide a three foot opaque screen within two years of planting using one of the following methods:

(1)

Plant material or combination of plant material and inert architectural material that will form a continual evergreen hedge. The hedgerow plants shall be no less than five gallon size, spaced no more than 30 inches on center and of a type and variety specifically approved by the city.

(2)

A berm, plant material, or combination of plant material and inert architectural material.

(3)

An ornamental fence or wall, plant materials, or combination of plant material and inert architectural material.

(c)

Screening opacity may be reduced to 50 percent when a ten-foot landscape area is provided between the front property line(s) and an internal service drive.

(d)

Landscape areas along the side property lines shall be improved with plant material or a combination including inert architectural material.

(e)

On sites not abutting major thoroughfares, there shall be at least one **tree** of two- inch caliper for every 40 linear feet or fraction thereof of front property and side property landscape areas. **Trees** may be clustered but shall not be planted within any public road right-of-way or utility easement.

(f)

On sites abutting major thoroughfares, as designated in the official major street plan, there shall be at least one three of three-inch caliper for every 35 linear feet or fraction thereof or one **tree** of four-inch caliper for every 50 linear feet or fraction thereof of frontage. **Trees** shall be placed in a boulevard-type manner, approximately on center and a uniform distance from the curb.

(g)

Nonresidential development abutting an unscreened residential lot, as shown in a properly recorded map or plat of said subdivision, shall build or construct along that abutting property line a privacy fence or wall.

(h)

No landscaping exceeding three feet in height shall be located within a ten-foot radius of any driveway/street intersection. **Trees** within the ten-foot radius shall maintain a minimum of eight feet of visual clearance.

(i)

Vehicles shall not encroach upon perimeter landscape areas or planters. Either wheel stops must be provided to ensure no vehicle overhang or, in the case where wheel stops are not provided, the perimeter landscape shall be increased to eight feet in width. In such event the interior three feet of width shall be planted with grass or sod only.

(j)

Screening fences or blind fences shall be prohibited in front yards.

(Ord. No. 903, 3-26-2001; Ord. No. O-2014-008, § 3, 3-24-2014)

- **Sec. 41-212. - Parking area requirements.**

(a)

A parking lot, at a minimum of 20 stalls, shall provide a planter at the ratio of one for every ten parking stalls or fraction thereof. Planters shall not be attached on more than one side to required perimeter landscape areas. Each planter shall contain one **tree** or shrub at least four feet in height and plant material or combination of plant material and inert architectural material.

(b)

Planters may be aggregated but shall serve the entire parking area.

(c)

All commercial waste receptacles, storage areas, and electrical and mechanical equipment, such as transformers, heat pumps and air conditioners, shall be screened from view from the street.

(d)

Sidewalks immediately adjacent to parking areas acting as a curb shall be a minimum of six feet in width.

(Ord. No. 903, 3-26-2001)

- **Sec. 41-213. - Planting and maintenance.**

(a)

The owner of the property shall be responsible for maintenance of all landscaping in a healthy and growing condition. All unhealthy and dead plant materials shall be replaced at the next appropriate growing season or within six months, whichever comes first.

(b)

Trees shall be properly guyed and staked as necessary. Stakes and guy wires shall not interfere with either vehicular or pedestrian traffic.

(c)

Grass planted as a ground cover shall be sodded along the property lines(s) and on berms to reduce erosion, but otherwise may be sprigged or seeded. Other ground cover materials shall be planted as a continual border along property lines(s) to reduce erosion.

(d)

All landscape areas shall be provided with a readily available water supply located within 50 feet of plant material to be maintained.

(Ord. No. 903, 3-26-2001)

- **Sec. 41-214. - Site plan requirements, approval, appellate procedures.**

(a)

At the time of application for a building permit, a landscape plan shall be filed with the building department for review and approval. The landscape plan shall include:

(1)

Plat or parcel boundaries drawn on a map of suitable scale showing property dimensions.

(2)

Location of all proposed structures, driveways, parking spaces and other vehicular use areas, internal service drives and easements.

(3)

Location of existing **trees**, proposed landscape areas and layout showing placement and spacing of plants.

(4)

Plant list including type, size, variety and number of plants.

(5)

Use and placement of inert architectural material within landscape areas.

(6)

Landscape irrigation plan or exterior plumbing hose bib locations.

(b)

An exemption from the **tree** or planter requirement may be granted by the building official only:

(1)

If existing **trees** are to be preserved which can be substituted for required **trees**; or

(2)

If a drainage retention area, required by La Marque public works department, is landscaped to fulfill the same square footage requirements.

(c)

Appeal of any other requirement set forth herein shall be with the city building standards commission. The appellant shall clearly state in detail what adjustments are requested and propose an alternative landscape plan. The building standards commission may grant approval of the alternative landscape plan if found to be in compliance with accomplishing the basic intent and purpose.

(d)

Prior to issuing a certificate of occupancy all screening and landscaping must be in place in accordance with the landscape plan.

(Ord. No. 903, 3-26-2001)

- **Sec. 41-215. - Fill dirt-fill material permit.**

new

(a)

It shall be unlawful for any person to place fill dirt or fill material without first obtaining a permit.

(b)

For any person to obtain a permit for placing fill dirt or fill material, the person must present a drainage and development plan prepared by a state licensed engineer along with assurance the development will occur within 12 months.

(c)

The fee for a fill dirt-fill material permit shall be \$25.00 as indicated in the amended Appendix "A" Schedule of Fees and Charges.

(d)

Any person convicted of violating any provision of this section shall be punished as prescribed in [section 1-7](#) of this Code.

(Ord. No. O-2016-0012, 9-19-2016)

- **Secs. 41-216—41-236. - Reserved.**

new



CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Prepared by: Carol Buttler

Department: Administration

Agenda item: 10h

Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding proposing and ordinance to require LED streetlights in all new development and providing direction to City Manager

X

ATTACHED FOR REFERENCE

1. CenterPoint Energy LED Conversion Agreement
2. LED Presentation Slides

STAFF BRIEFING:

- Councilmember Michetich requested this item be discussed by City Council.
- CenterPoint Energy allots the City to have streetlights added / replaced within their jurisdiction on a percentage basis.
- Texas New Mexico Power (TNMP) does not offer LED lighting at this time, but does offer energy grants for various projects that could be beneficial to La Marque.
- If City Council wishes to proceed, the City Manager will have staff research other cities, submit an ordinance for legal review, and present to City Council for consideration.

HISTORY:

TARGET IMPLEMENTATION: Dependent on Council discussion

SIGNIFICANT ACTION DATES:

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other-propose ordinance | |
| ☒ 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: Dependent on Council discussion

FISCAL IMPACT: N/A at this time

LED STREET LIGHT INSTALLATION AGREEMENT

This LED Street Light Installation Agreement is entered into by and between CenterPoint Energy Houston Electric, LLC (“CenterPoint” or the “Company”) and the City of [city] Texas (“City”) (collectively, the “Signatories”).

1. CenterPoint will procure and install LED luminaires and new photoelectric relays for all street lights within the City for which replacements satisfactory to the City and CenterPoint are commercially available (hereinafter the “Project”). A current list of satisfactory and commercially available LED luminaire replacements for existing mercury vapor, high pressure sodium, and metal halide street lights is set forth in section 6.1.1.1.6 of CenterPoint’s Tariff for Retail Delivery Service (the “Tariff”).
2. The Project shall commence within six months of the effective date of this agreement and shall be complete no later than five years after commencement. It is currently expected that the Project will be completed by [date], but the Company reserves the right to change that completion date depending on the demand for LED luminaires by other retail customers to ensure an efficient and non-discriminatory deployment of LED luminaires throughout the Company’s service territory. The deployment plan for the Project will be designed to proceed no slower than replacing approximately 20% of the existing street lights in year 1, 25% in both years 2 and 3, and 15% in both years 4 and 5. After commencement of the Project, all new streetlights installations within the City will consist of LED luminaires satisfactory to the City and CenterPoint that are commercially available, unless otherwise agreed to in writing by CenterPoint and the City.
3. The City acknowledges that the Company’s ability to commence and complete the Project on the timeline set forth in paragraph 2 above is dependent upon factors such as workforce availability and vendor production constraints which could affect the commencement and completion dates. The Company will notify the City upon the occurrence of any event that will affect the commencement and completion dates.
4. The City acknowledges that CenterPoint may request recovery of the capital (including a reasonable return) and expenses associated with the Project through either a distribution capital recovery factor application under Public Utility Commission of Texas Substantive Rule 25.243 or other rate proceeding. The City agrees that the Project is prudent, reasonable and necessary and acknowledges that CenterPoint may request recovery by CenterPoint of all used and useful capital (including a reasonable return) and the reasonable and necessary expenses associated with the Project.
5. During the Project period, CenterPoint will work in good faith with vendors to identify satisfactory LED replacement luminaires for those street light luminaires within the City that are not currently part of the Project. As the Company and the City agree on additional LED replacement luminaires, the Company will seek regulatory approval of rates for those street lights not currently part of the Project, if different than the rates described in the Company’s Tariff, and following regulatory approval, if needed, will add those street lights to the Project.

6. The Signatories agree that this agreement may be executed in multiple counterparts.
7. This agreement is effective on the date it is signed by all parties.

CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC

By: _____
Name: _____
Title: _____
Date: _____

CITY OF [city], TEXAS

By: _____
Name: _____
Title: _____
Date: _____

CenterPoint Energy Street Light Luminaire Replacement

LED Street Light Conversion Program

May 17, 2016

CenterPoint Energy LED Street Light Replacement



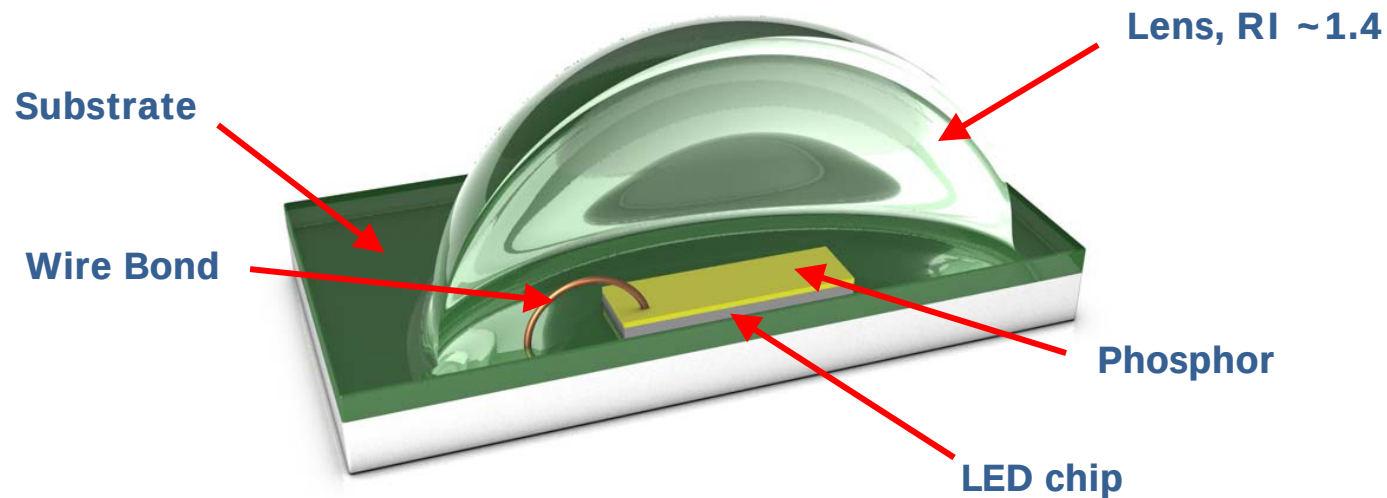
The purpose of this presentation is to provide a brief description of CenterPoint Energy's LED Street Light Conversion Program

- Introduce LED street lighting technology
- Provide information on the conversion project with City of Houston.
- Explain the future financial impact of an LED conversion

What is LED?

Light-Emitting Diode: a semiconductor device that emits visible light when an electric current passes through it

Typical Lighting-class LED Package



The LED Package provides:

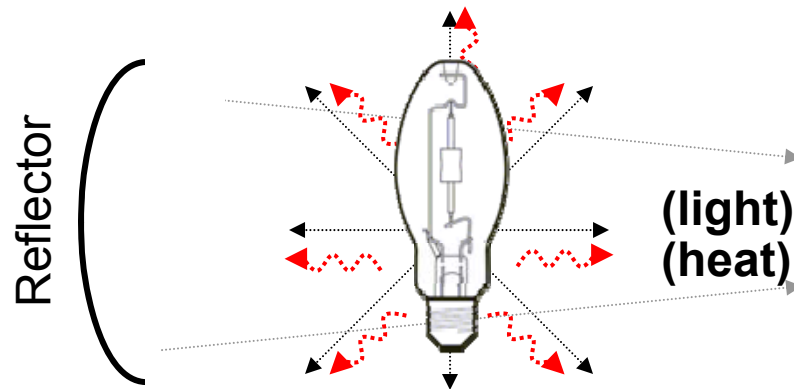
- Protection for the LED chip from the outside environment
- Conductive path to carry generated heat away from the LED chip

Reliability

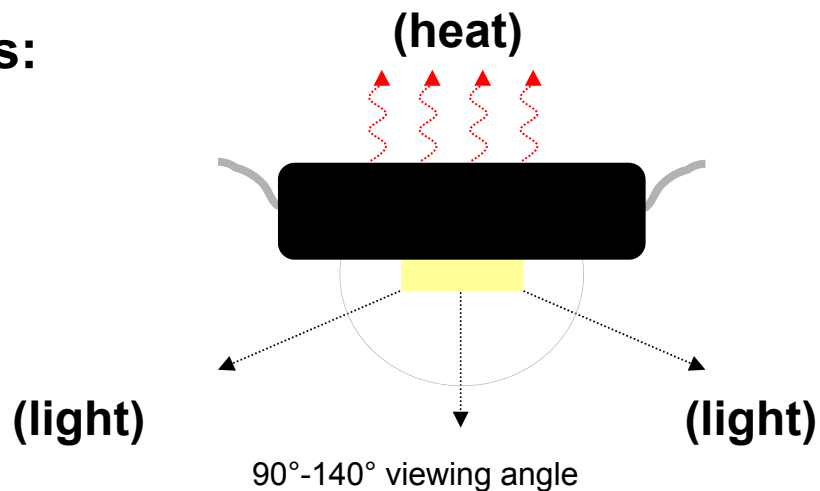
- Lens & encapsulant systems should not discolor under UV and exposure to high amounts of luminous flux

HID Lamp vs. LED Technology

HID lamps:



LEDs:



Technological Differences:

- Directionality of generated light
 - Omni-directional (HID)
 - Directional (LED)
- Means of evacuating generated heat
 - Convection (HID)
 - Conduction (LED)
- Light Source
 - Single (HID)
 - Multiple (LED)

Lamp Types

➤ High Pressure Sodium

- Amber/Orange in Color
- Standard Installation
- Economical – 8 year life

➤ Metal Halide

- White/Blue in Color
- Not Economical – 2-3 year life
- More Expensive

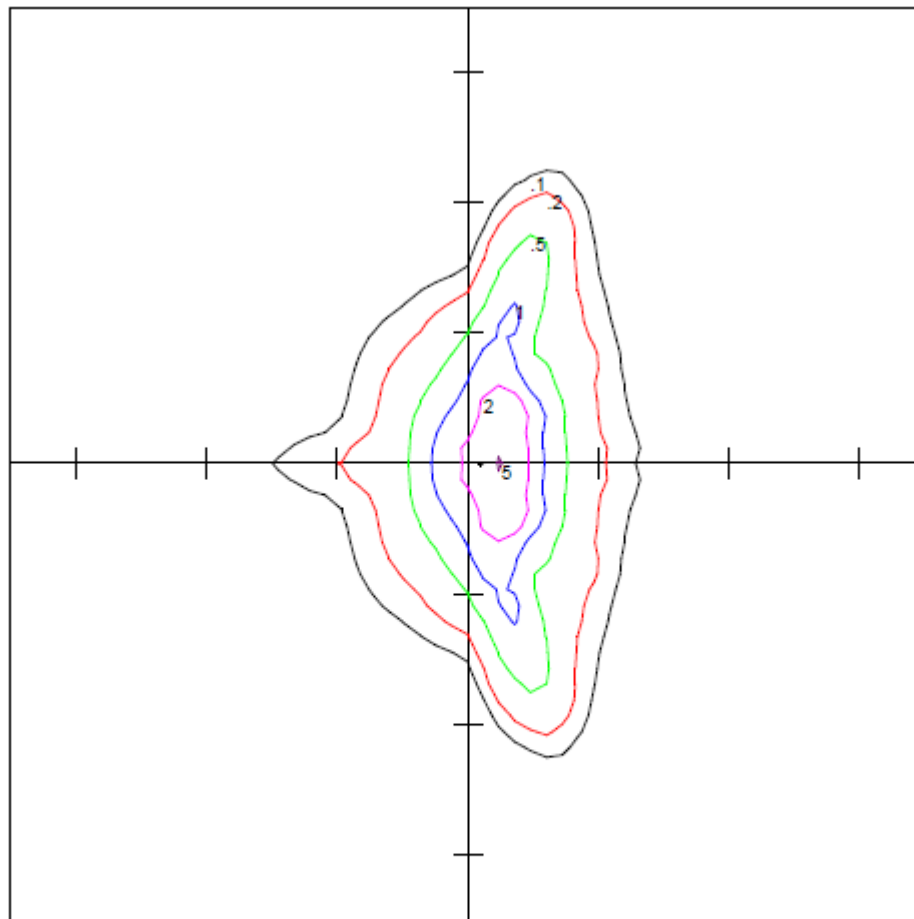
➤ Mercury Vapor

- White/Blue in Color
- Restricted Availability
- 1,000 left in system

➤ LED – Light Emitting Diode

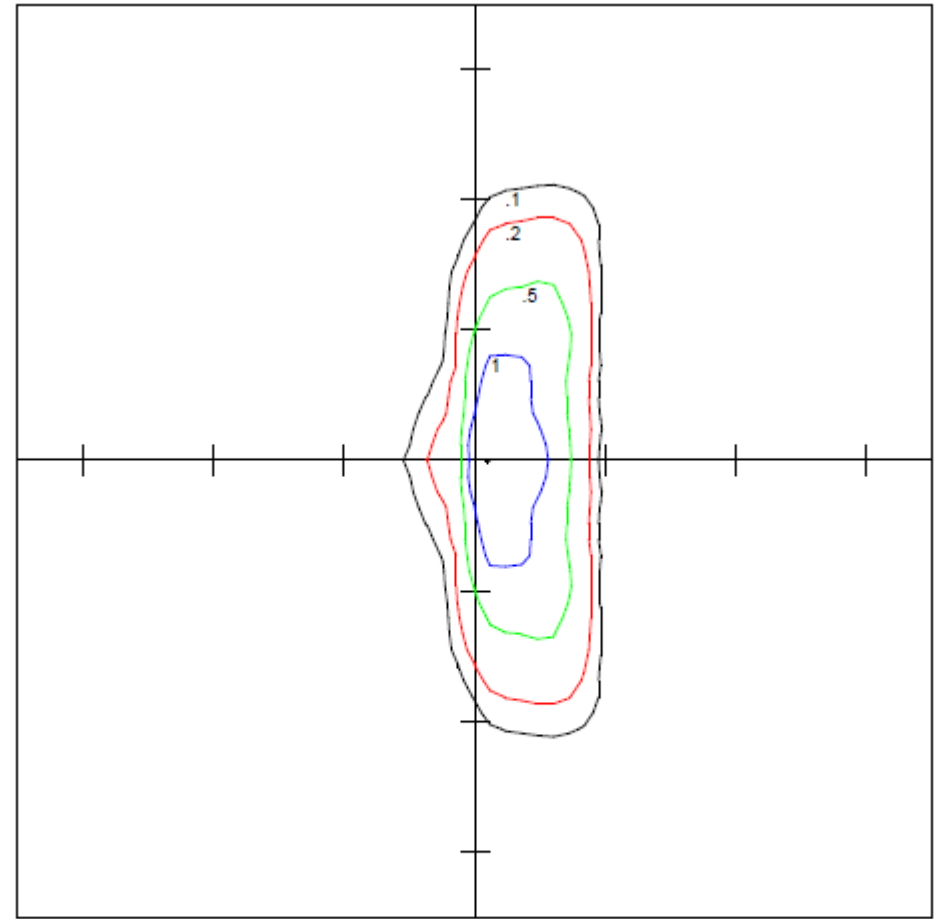
- White/Blue in Color
- Highly Efficient – 8-10 Years

HID Light Pattern vs. LED Light Pattern - 150W HPS



COOPER LIGHTING - STREETWORKS
OVH15SXX2D
150 WATT HPS TYPE II ROADWAY
150W HPS CL ED-23.5

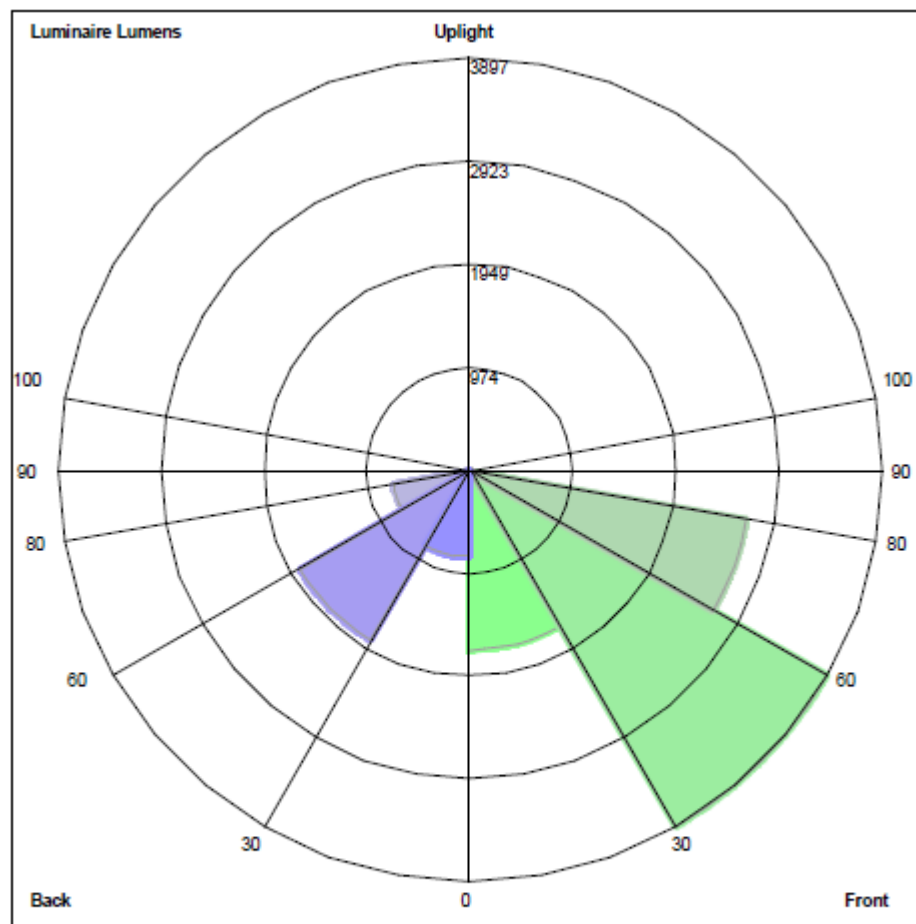
Horizontal Footcandles
Scale: 1 Inch = 50 Ft.
Light Loss Factor = 1.00
Lumens Per Lamp = 16000
Total Lamp Lumens = 16000
Mounting Height = 30.00 Ft
Maximum Calculated Value = 5.18 Fc
Arrangement: Single
Arm Length = 4 Ft



Philips Lumec
GPLS-90W49LED4K-ES-LE2
Road Star
(GPLS LE2) White 90W SSL c/w Advance Driver
XITANIUM 100W24V @ 120.00V

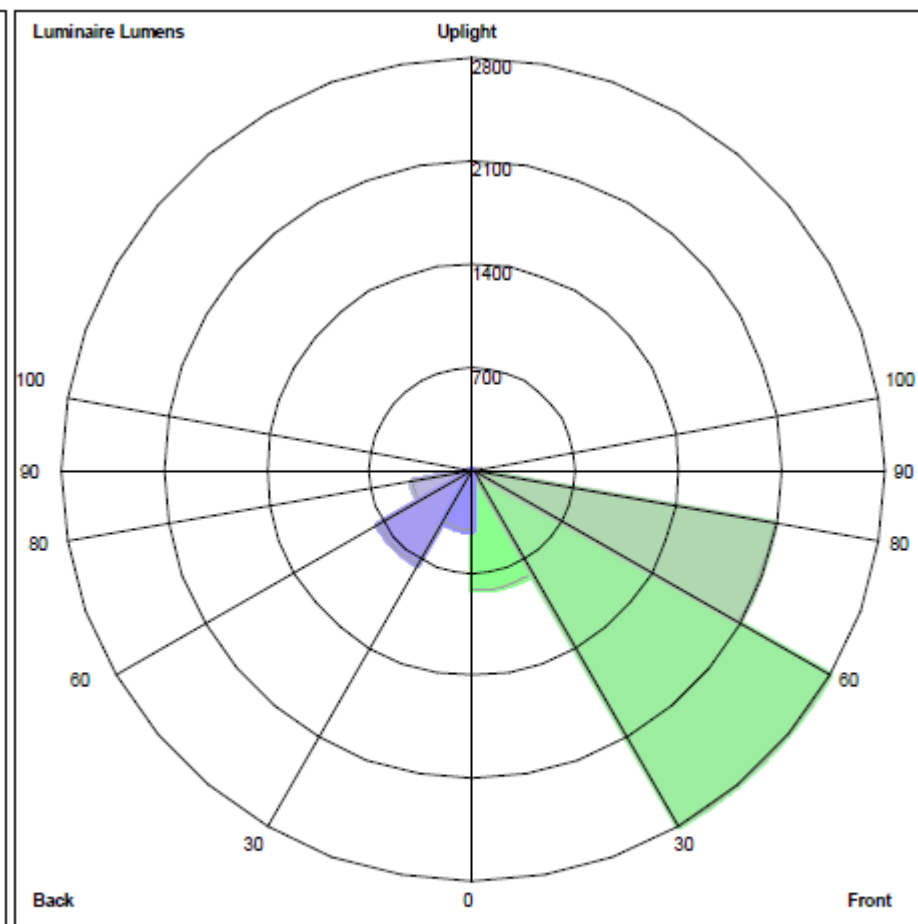
Horizontal Footcandles
Scale: 1 Inch = 50 Ft.
Light Loss Factor = 1.00
Lumens Per Lamp = N.A. (absolute photometry)
Luminaire Lumens = 7328
Mounting Height = 30.00 Ft
Maximum Calculated Value = 1.99 Fc
Arrangement: Single
Arm Length = 4 Ft

HID Light Pattern vs. LED Light Pattern - 150W HPS



Luminaire Lumens:
Front: Low=1701.4, Medium=3897.1, High=2659.8, Very High=14.2
Back: Low=825.9, Medium=1866.8, High=734.7, Very High=6.2
Uplight: Low=0.0, High=0.0

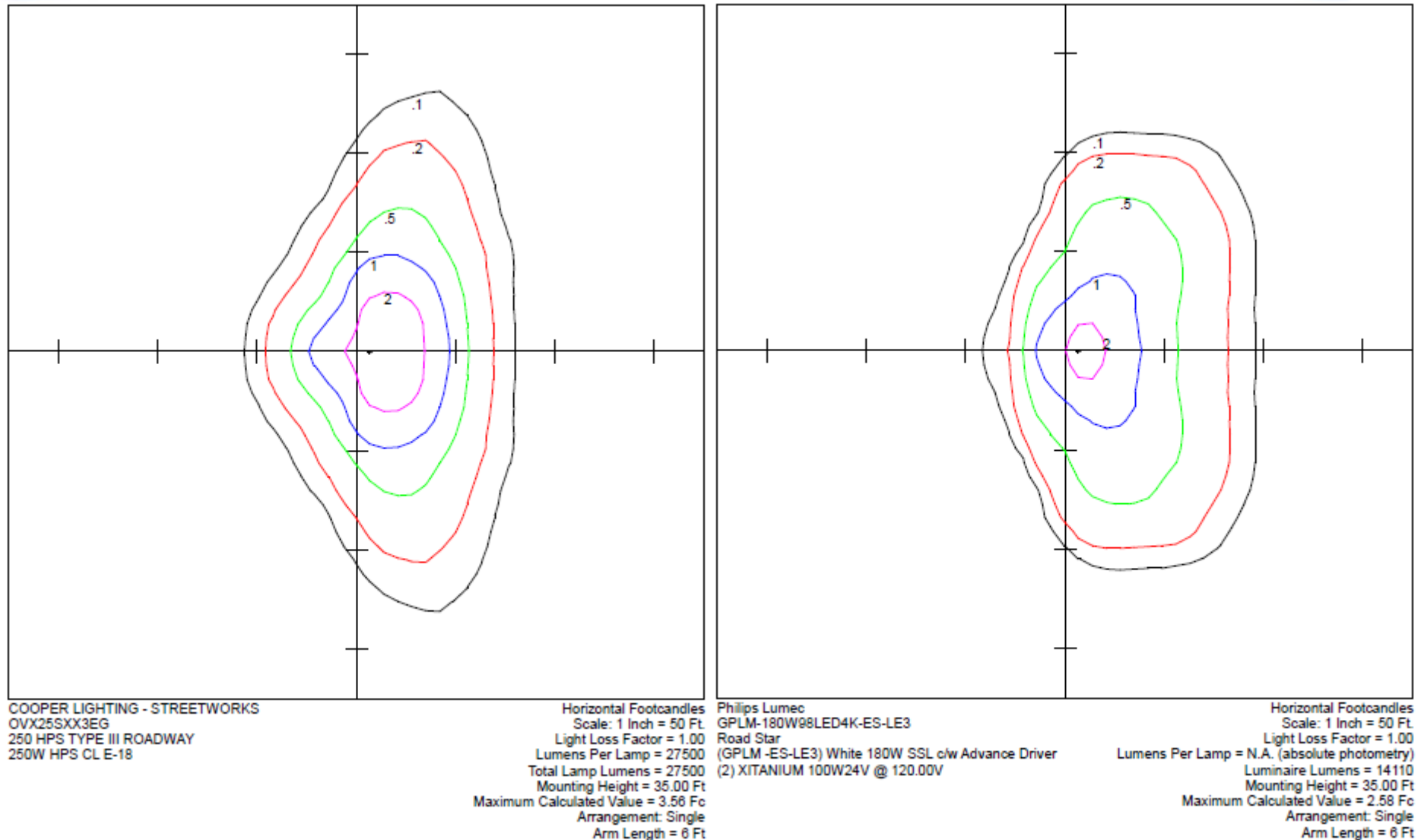
BUG Rating : B2-U0-G2



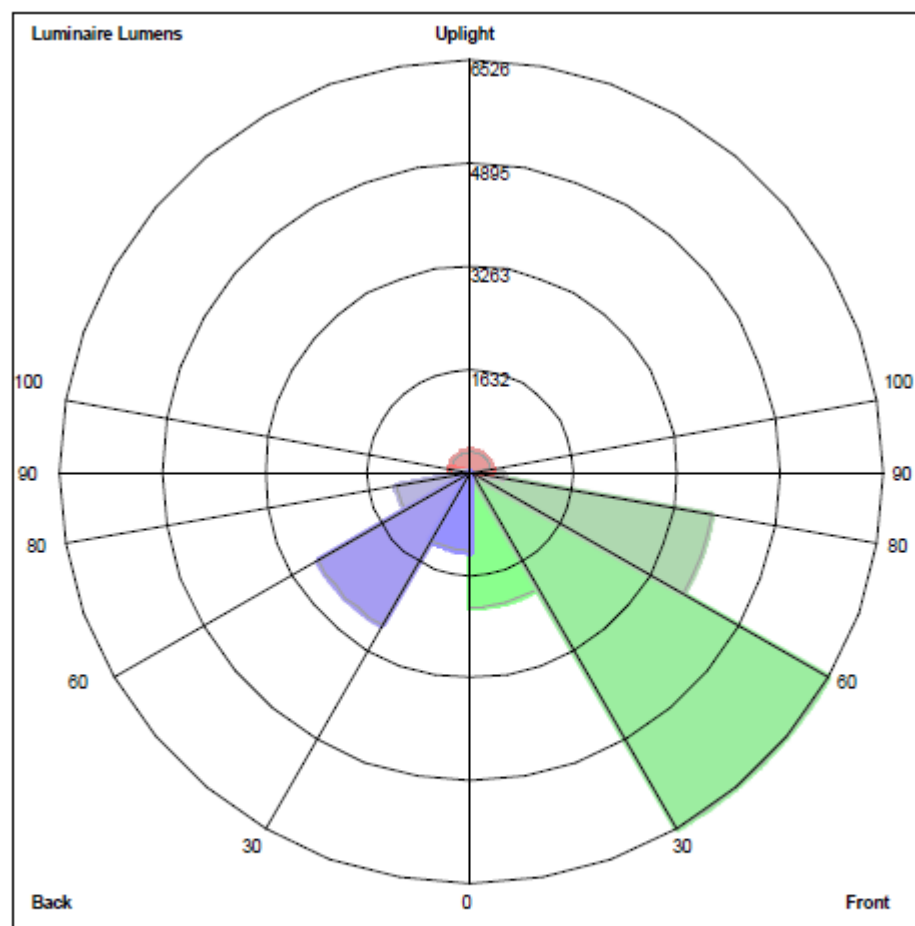
Luminaire Lumens:
Front: Low=816.8, Medium=2799.6, High=2082.9, Very High=38.9
Back: Low=407.4, Medium=743.1, High=419.1, Very High=19.9
Uplight: Low=0.0, High=0.0

BUG Rating : B1-U0-G2

HID Light Pattern vs. LED Light Pattern

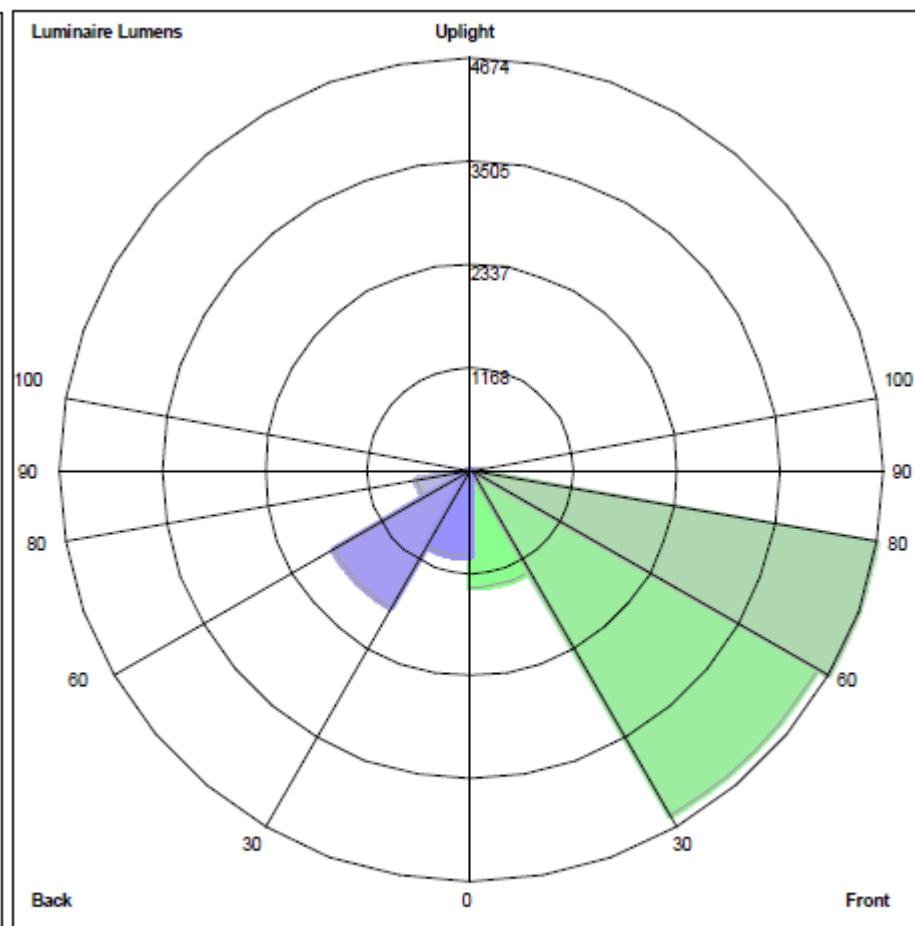


HID Light Pattern vs. LED Light Pattern



Luminaire Lumens:
Front: Low=2129.5, Medium=6526.1, High=3874.2, Very High=517.5
Back: Low=1249.3, Medium=2801.9, High=1186.3, Very High=213.9
Uplight: Low=333.1, High=321.6

BUG Rating : B3-U3-G4



Luminaire Lumens:
Front: Low=1334.9, Medium=4528.9, High=4673.8, Very High=123.3
Back: Low=992.1, Medium=1805.3, High=621.4, Very High=30.4
Uplight: Low=0.0, High=0.0

BUG Rating : B2-U0-G2

Traditional Street Lights vs. LED Luminaires

HPS



LED



City of Atlanta – Recent roadway LED conversion

Beckwith St. near Vine St.

Traditional Street Lights vs. LED Luminaires

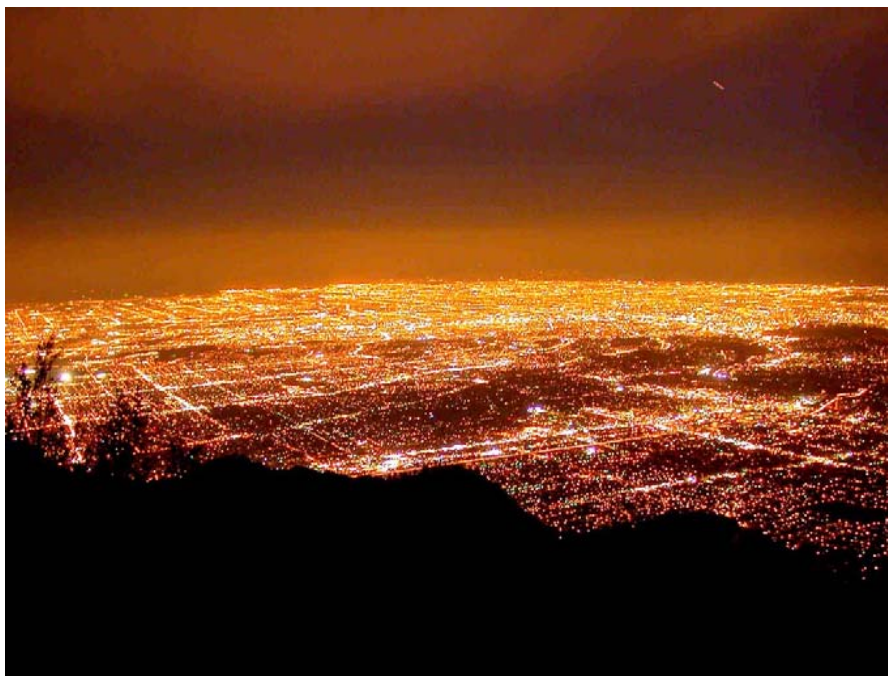
Operate – A Culture of Safety – High Quality White Light



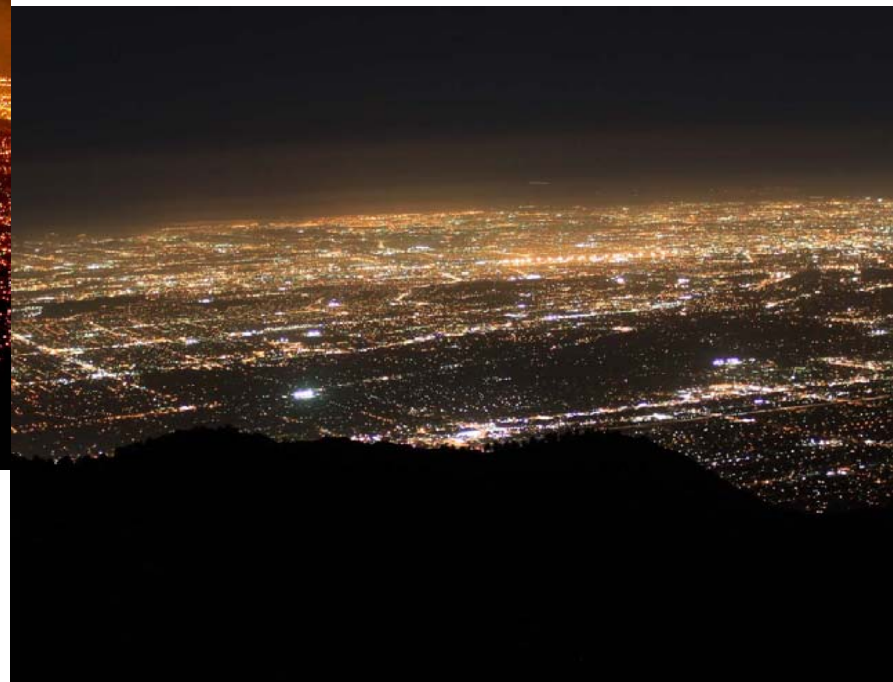
Traditional Street Lights vs. LED Luminaires

Serve – Customer Focus – Societal Benefits such as Dark Sky Initiative

Los Angeles Skyline – 2008



Los Angeles Skyline – 2012



LED: Advantages and Disadvantages

CenterPoint Energy has been conducting pilot testing of the technology for the previous six years

ADVANTAGES

- **Energy efficient:** 80% of the electricity used by an LED is converted to light, compared to just 10% for incandescent bulbs.
- **Long and predictable life:** LEDs last up to 100,000 hours or more; substantially longer than High Pressure Sodium and Metal Halide lamps
- **Excellent CRI (color rendering index):** LEDs can produce a high quality of white light that allows the eye to detect colors more effectively.
- **Environmentally friendly:** LEDs emit very little infrared radiation and contain no mercury.
- **Directional lighting:** LEDs focus light in a particular direction, making them useful for spotlight and other applications.
- **Quick turn on and off:** LEDs come on with full brightness instantly. Unlike mercury vapor, metal halide and sodium vapor lamps (commonly used in street lighting), LEDs do not have a problem restarting immediately (hot ignition) following a brief power failure or inadvertent turn off.

LED luminaires may provide up to approximately 60% kWh energy savings for the end-use customer

DISADVANTAGES

- **Cost:** LEDs are currently more expensive than other conventional HID sources.
- **Heat:** LEDs are very heat sensitive. Correct dissipation of heat is necessary to light output and lifespan of the fixture.

Equivalent LED Luminaires

LED Luminaire	Percent of CNP Lamps	Alternative For
45 Watt	~75%	• 100W MV* • 100W HPS* • 70W HPS • 100W MH*
95 Watt	~10%	• 175W MV • 150W HPS • 175W MH
115 Watt	~14%	• 250W HPS • 250W MH
180 Watt	~< 1%	• 400W MV • 400W MH

* MV = Mercury Vapor, HPS = High Pressure Sodium, MH = Metal Halide

CNP Approved LED Street Lights



45W, 4800 lumen LED Luminaire

Cree XSP

Available in:

Voltage : 120V

Color: Grey, Black



95W, 7900 lumen LED Luminaire

EOI SL3c

Available in:

Voltage : 120V, 480V

Color: Grey, Black



115W, 10850 lumen LED Luminaire

Philips RoadFocus

Available in:

Voltage : 120V, 480V

Color: Grey, Black



*****All approved fixtures are required to have a minimum 10 year warranty***

CNP Approved LED Street Lights (continued)



180W - 15,100 lumen LED Luminaire

13,720 lumens

Available in:

Voltage : 120V, 480V

Color: Grey, Black



***All approved fixtures are required to have a minimum 10 year warranty*

CNP Approved LED Street Lights (continued)



45W & 115W, Roadstar LED Luminaire

45W - 4,600 lumens

115W - 9,480 lumens

Available in:

Voltage : 45W - 120V, 115W - 120V, 480V

Color: Grey, Black



180W, Roadstar LED Luminaire

13,720 lumens

Available in:

Voltage : 120V, 480V

Color: Grey, Mouse Grey, Black



*****All approved fixtures are required to have a minimum 10 year warranty***

CNP Approved LED Street Lights (continued)



45W, Midtown LED Luminaire

5,264 lumens

Available in:

Voltage : 120V

Color: Black

115W, 10850 lumen Midtown LED Luminaire

11,700 lumens

Available in:

Voltage : 120V

Color: Black



***All approved fixtures are required to have a minimum 10 year warranty*

Street Light Luminaire Replacement in the City of Houston



- CenterPoint Energy is replacing approximately 175,000 mercury vapor, high pressure sodium, and metal halide luminaires with LED alternatives
- The anticipated time frame for completion of the project is within five years

Year 1	Year 2	Year 3	Year 4	Year 5
20%	25%	25%	15%	15%

**Time schedule is contingent upon workforce availability and vendor production constraints*

- Estimated kWh savings to the City of Houston: Over 70 million kWh annually
- CenterPoint will continue to work toward identifying LED replacement luminaires for the approximate 8,000 City of Houston street lights not covered by the four LED luminaires to be added to the Tariff
- No upfront cost to the City of Houston
- Initially customers will continue to pay the same monthly CNP tariff rate as current technology; however LED rates will change in the future.

LED Conversion Program

- The LED conversion program includes
 - Removal of existing HID luminaire and Photoelectric Relay (PER)
 - Installation of equivalent LED luminaire
 - Installation of “hardened” Photoelectric Relay (PER)

Notes:

- LED luminaire costs have decreased significantly over time and are expected to continue to decline
- Increased life of the LED luminaire, coupled with the “hardened” PER is expected to reduce street light outages

Municipalities will be required to enter into an installation agreement. Some of the terms & conditions included are:

- **Deployment Schedule**

The deployment schedule will be based on the number of lights and current workload

- All new street light installations, including the 6% allotment, will be LED technology
- Agreement to the recently accepted LED tariff rates, and the potential of increased LED tariff rates in the future

Financial Impact



- LED fixtures average 1 ½ to 3 times the cost of standard HPS fixtures
- Additional capital labor required to replace existing lights
- Undepreciated HPS fixtures remain in the streetlight asset base
- Energy consumption will decrease by as much as 50% (Retail Provider)
- Monthly fixture charge paid to CNP will likely increase substantially
- CNP plans to recover LED costs through DCRF annual filing
- In rate case, project costs will move from DCRF to rate base

A thick, blue, curved line that spans the width of the slide, positioned below the logo.

Questions?



CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Prepared by: Les Rumburg

Department: Public Services

Agenda item: 10i

Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Presentation, discussion/possible action regarding schedule and status of Water and Sanitary Sewer Capital Improvements Program projects and provide further direction to City Manager.

X

ATTACHED FOR REFERENCE

1. Copies of slides from PowerPoint presentation will be available

STAFF BRIEFING:

- Intended to be a presentation to City Council depicting City's infrastructure (water and sewer) projects and scheduled plan for future improvements.
- This plan examines the improvements necessary (and scheduling thereof) for existing systems, versus the plan supporting the Impact Fee study which addresses future needs and improvements generated by future development.

HISTORY:

N/A

TARGET IMPLEMENTATION:

N/A

SIGNIFICANT ACTION DATES:

N/A

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other - presentation | |
| ☒ 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: Dependent on City Council discussion



CITY COUNCIL AGENDA FORM

FISCAL IMPACT: N/A



CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018
Prepared by: Robin Eldridge
Department: City Clerk/City Council

Agenda item: 11a
Reviewed by: Carol Buttler

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding adopting Resolution No. **R-2018-007**, nominating Tom Farmer to the Board of Directors of the Galveston Central Appraisal District, to fill a vacancy.

☒ X

ATTACHMENTS FOR REFERENCE

1. Resolution
2. Letter from Galveston County Central Appraisal District
3. Nominating Form
4. Section 6.03 (1) Property Tax Code

STAFF BRIEFING:

- The Board of Directors of the Galveston Central Appraisal District consists of five (5) members who serve two year terms.
- A vacancy recently occurred on the Board of Directors.
- In accordance with Sec. 6.03 (1) of the Property Tax Code, each taxing unit that is entitled to vote, may nominate by resolution, a candidate to fill a vacancy.

HISTORY:

- Current members of the Board of Directors are: Donald Gartman; Clay Morrison; Bruce Clawson; Mary Trish Hanks; Victor Pierson; Roney McCrary; and Member ex-officio: Cheryl E. Johnson
- On January 8, 2018, the Galveston Central Appraisal District was notified by Victor Pierson, elected to serve on the 2018-2019 Board of Directors, that he will be unable to serve.
- The City of La Marque can nominate one (1) nominee to fill his vacancy, as approved by City Council.
- Recommendation is to nominate Tom Farmer.

TARGET IMPLEMENTATION: February 12, 2018

SIGNIFICANT ACTION DATES:

- **1.8.2018** – GCAD notified that a member was unable to serve his term
- **2.24.2018** – Due date for nominees



CITY COUNCIL AGENDA FORM

ACTION:

☐

Ordinance

☒

Resolution

☐

Proclamation

☐

Special Presentation

☐

Finance Report

☐

Public Hearing

☐

Other

☒

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

Cost Details:

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

STAFF'S RECOMMENDATION: Motion to adopt Resolution **R-2018-007**, nominating Tom Farmer to the Board of Directors of the Galveston Central Appraisal District, to fill a vacancy.

FISCAL IMPACT: NA

RESOLUTION NO. R-2018-007

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MARQUE
NOMINATING A MEMBER TO FILL A VACANCY ON THE BOARD OF
DIRECTORS OF THE GALVESTON CENTRAL APPRAISAL DISTRICT 2018-
2019.**

WHEREAS, the Galveston Central Appraisal District Board of Directors consists of five members who serve two-year terms; and

WHEREAS, the Galveston Central Appraisal District was notified on January 8, 2018, that one of its members, was unable to serve his/her term; and

WHEREAS, according to Section 6.03 (1) of the Texas Property Code, if a vacancy occurs on the Board of Directors, each taxing unit is entitled to nominate a member, by resolution adopted by its governing body, a candidate to fill the vacancy; and

**NOW THEREFORE, BE IT RESOLVED BY THE PRESIDING BODY OF THIS
VOTING UNIT THAT:**

The nominee (s) is/are exhibited in the attached Nomination Form, and shall be submitted by the City of La Marque, Texas to the Galveston Central Appraisal District.

PASSED, APPROVED AND ADOPTED by the City Council of the City of La Marque, Texas, on this the ____ day of _____, 2018.

CITY OF LA MARQUE, TEXAS

Bobby Hocking, Mayor

ATTEST:

Robin Eldridge, TRMC
City Clerk

APPROVED AS TO FORM:

Ellis J. Ortego, City Attorney



GALVESTON CENTRAL APPRAISAL DISTRICT

Tommy Watson, Chief Appraiser

9850 Emmett F Lowry Expressway Ste. A Texas City, Texas 77591
Telephone: (409) 935-1980 or toll free (866) 277-4725
Fax: (409) 935-4319

January 11, 2018

To: Robin

-17-18P

R D [Signature]

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

Dear Mayor Hocking:

Section 6.03(1) of the Texas Property Tax Code provides procedures for filling a vacancy on the board of directors of an appraisal district. Section 6.03(1) states,

"If a vacancy occurs on the board of directors, other than a vacancy in the position held by a county assessor-collector serving as a nonvoting director, each taxing unit that is entitled to vote by this section **may nominate by resolution** adopted by its governing body a candidate to fill the vacancy. The unit shall submit the name of its nominee to the chief appraiser within **45 days** after notification from the board of directors of the existence of the vacancy, and the chief appraiser shall prepare and deliver to the board of directors within the next five days a list of the nominees. The CAD board of directors shall elect by majority vote of its members one of the nominees to fill the vacancy."

The Galveston Central Appraisal District was notified on January 8, 2018 by Victor Pierson, elected to serve on the 2018-2019 Appraisal District's Board of Directors, that he regretfully will be unable to serve. The District finds it necessary to begin the process of selecting a nominee to fill the vacancy.

Enclosed is a nomination form if your entity wishes to participate. Please submit the name of your jurisdiction's nominee on or before February 24, 2018. Upon the completion of this selection process, you will be informed of Mr. Pierson's replacement.

Sincerely,

[Signature of Bruce Clawson]

Bruce Clawson,
Secretary, Board of Directors

Enc
BC/jw

CC: Ms. Carol Butler, City Manager

GALVESTON CENTRAL APPRAISAL DISTRICT

2018-2019 Board of Directors – Filling a Vacancy

NOMINATION

VOTING UNIT

City of La Marque

You may nominate one person.

NOMINEE

1. Tom Farmer
Name

Address

Telephone Number

Signature

Presiding Officer of Taxing Jurisdiction

PLEASE NOTE:

Deadline to submit the nomination is:

February 24, 2018

GALVESTON CENTRAL APPRAISAL DISTRICT

Board of Directors
2018-2019 Term

Vacancy of Board of Director

Section 6.03 (I) of the Property Tax Code

If a vacancy occurs on the board of directors other than a vacancy in the position held by a county assessor-collector serving as a nonvoting director, each taxing unit that is entitled to vote by this section may nominate by resolution adopted by its governing body a candidate to fill the vacancy. The unit shall submit the name of its nominee to the chief appraiser within **45 days** after notification from the board of directors of the existence of the vacancy, and the chief appraiser shall prepare and deliver to the board of directors within the next **five days** a list of the nominees. The board of directors shall elect by majority vote of its members one of the nominees to fill the vacancy.

01-08-2018	Victor Pierson, Member of the Board of Directors, resigns from the Board of Directors
1-11-2018	The Board of Directors of the Galveston Central Appraisal District, notifies in writing all voting taxing entities (county, school districts, cities) of the vacancy. Letter includes nomination form (one candidate only). Within 45 days from date of notification, voting entities submit their nomination by resolution to the Chief Appraiser.
	Chief Appraiser prepares List of Nominees and submits it to the Board of Directors within 5 days.
	Board of Directors elect by majority vote of its members one of the nominees to fill the vacancy.
	Chief Appraiser notifies nominee of his appointment. Newly appointed member signs Statement of Officer. Chief Appraiser notifies entities of new board member.
	At next regular or special meeting, the board administers the oath of office to the newly appointed board member.



CITY COUNCIL AGENDA FORM

Meeting Date: February 12, 2018

Agenda item: **11b**

Prepared by: Robin Eldridge

Reviewed by: *Carol Buttler*

Department: Mayor and City Council

AGENDA ITEM DESCRIPTION: Discussion/possible action regarding appointments and/or reappointments to fill vacancies to various positions of the Boards and Commissions

X

ATTACHMENTS FOR REFERENCE

1. Current positions vacant
2. Current applications on file

STAFF BRIEFING:

- There have been a few changes since the last time that the appointments and reappointments have been on the City Council agenda and a few vacancies have occurred within this time period that are critical to have full members present to conduct business.
- There are a few vacant positions still available for appointment or reappointment.
- Highlighted names and terms have expired or will be expiring at the end of this year.
- **Mayor** has one (1) for Cemetery Board.
- **District "A"** has three (3) appointments or reappointments: One (1) for BSC; one (1) for Cemetery; and one (1) for Planning and Zoning- Alternate.
- **District "B"** has three (3) appointments or reappointments: One (1) for BSC, one (1) for Parks Board and two (2) for P & Z, one member and one alternate member.
- **District "C"** has three (3) appointments or reappointments: Two (2) for BOA (1 member and 1 alternate member); one (1) for Cemetery.
- **District "D"** has one (1) appointment/reappointment: One (1) for BOA
- **City Manager** has two (2) appointments/reappointment: Two (2) to the Civil Service Commission

HISTORY:

- Historically, appointments are made as vacancies occur (if possible) and as members reach the end of their terms, based on applications on file, and in accordance with Resolution 1032.
- The Ordinance that establishes each Board and Commission requires that the positions be staggered; this is the reason that there are different years for terms ending.

TARGET IMPLEMENTATION: As soon as possible, as to fill each Board or Commission with the number of members required to conduct City business.

SIGNIFICANT ACTION DATES:

Some appointments and reappointments have been made throughout the year, as vacancies occurred.



CITY COUNCIL AGENDA FORM

ACTION:

- | | |
|--|---|
| ☐ Ordinance | ☐ Resolution |
| ☐ Special Presentation | ☐ Proclamation |
| ☐ Finance Report | ☐ Public Hearing |
| ☒ Other-appointments/or reappointments to Boards & Commissions | |
| ☒ 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 approve appointments and/or reappointments to fill vacancies to various positions of the Boards and Commissions

FISCAL IMPACT: N/A (Boards and Commission members serve without pay)

BOARD OF ADJUSTMENT

BOARD OF ADJUSTMENT- ORD. 953		Appointed	Expires	Appoints
1. Charlotte Westerlage	825 Shady Lane	15	17	D
2. David Pennington	924 Cypress	15	17	C
3. Herman Harper	102 Union	17	19	A
4. Harold Augustus	1030 Laurel	16	18	M
5. Lois M. Jones	2602 Meadow Lane	17	19	B
ALTERNATES				
1. Helen Kee	3103 Mc Arthur	16	18	D
2. VACANT (U)		16	18	C

The Board shall consist of five (5) members who are residents of the City, each to be appointed by the City Council for a term of two years and removable for cause by the appointing authority upon written charges and after public hearing.

The City Council may appoint two (2) alternate members of the Board who shall serve in the absence of one (1) or more of the regular members.

These alternate members, when appointed, shall serve for the same period as the regular members, which are for a term of two (2) years, and any vacancy shall be filled in the same manner, and they shall be subject to removal the same as the regular members.

Each position on the Board shall be given a numerical designation with the designations beginning with the number 1 and ending with the number 5.

The terms of the odd-numbered positions (1, 3 & 5) will expire in odd-numbered years and the terms of even-numbered years (2 & 4) shall expire in even-numbered years. Board members may be appointed to successive terms.

(U) – Unexpired Term

BUILDING STANDARDS COMMISSION

BUILDING STANDARDS COMMISSION ORD. #449		Appointed	Expires	Appoints
Deanie Barrett	2603 Cedar	17	19	C
Abby Cash	217 Sarlee	16	18	D
Louis McGaffey	2314 Downey	15	17	B
Trina Phillips	1222 Kirsten	16	18	M
Billy Jefferson	89 Borondo Reach	16	18	A
Alternate				
VACANT (U)		16	18	A

The Building Standards Commission for the City of La Marque, Texas shall consist of five (5) members to be appointed by City Council; and a number of alternate members not to exceed eight.

Commission members shall serve for two (2) year terms.

(U) Unexpired Term

CEMETERY BOARD

CEMETERY BOARD – ORD. 1033		Appointed	Expires	Appoints
1. Ellen Hanley	1019 Plum	15	17	A
2. Vacant (U)		16	18	C
3. Kurt Koopman	1004 Lilac	16	18	B
4. Bim Crowder (CHAIR)	401 Texas Avenue	16	18	D
5. Vacant		15	17	M
Ex-Officio Councilmember Clent Brown	Appointed 12.12.11			

The Cemetery Board for the City of La Marque, Texas shall consist of five (5) members to be appointed by City Council; and one ex-officio member of City Council.

Board members shall serve for two (2) year terms.

(U) – Unexpired term

CIVIL SERVICE COMMISSION

<i>CIVIL SERVICE COMMISSION Local Govmt. Code & ORD. 821</i>				
		Appointed	Expires	Appoints
1. Maggie Manuel	1706 Crockett	16	17	CM
2. Morris Martin, Jr. (U)	725 Lilac	17	18	CM
3. VACANT (U)		16	19	CM
Patty Rees				

The Civil Service Commission shall consist of three (3) members appointed by the City Manager.

Each January, the Commission must appoint a Chair and Vice Chair.

Chapter 143.006 and 007 - Local Government Code –Terms of Office

The terms of office shall be for three (3) year terms, with no more than one member appointed each year, with the exception of the initial appointments. The initial appointments to the Civil Service Commission shall serve as follows:

- a. One member to serve a one (1) year term
- b. One member to serve a two (2) year term
- c. One member to serve a three (3) year term

Position 1 - 1 year term

Position 2 - 2 year term

Position 3 - 3 year term

(U) - Unexpired Term

PARKS BOARD

PARKS BOARD ORD. #758		Appointed	Expires	Appointment
1. Al Reida	2621 Meadow Lane	17	19	C
2. C.J. Leggett	1225 Kirsten	14	16	B
3. Michael Bock	106 Longridge	17	19	M
4. Bo Hunter	2613 Lake Park Drive	16	18	A
5. Louis McGaffey	2314 Downey	17	19	M
6. Larry Walker	P.O. Box 1785	16	18	D
7. Herbert Franklin	8017 Big Oak Dr. - TX City	17	19	A
ALTERNATE:				
Abby Cash	217 Sarlee	17	19	open

There is hereby established a Parks Board to consist of eight (8) members who shall be appointed by the City Council and shall serve for two year terms.

The members shall serve staggered terms, that is, four (4) members' terms shall expire on odd numbered years and four members' terms shall expire on even number years.

PLANNING & ZONING COMMISSION

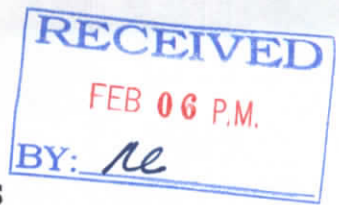
PLANNING & ZONING ORD. # 2014-0023		Appointed	Expires	Appoints
1 Augustin Molis	741 Spoonbill	16	18	A
2 Deanna Bethea	621 Westwood Cir.	15	17	B
3 Greg Cornett	1310 Cedar	17	19	C
4 Hugh Cash	217 Sarlee	16	18	M
5 Jean Gutierrez	1020 Ross Street	17	19	D
ALTERNATES				
#1 VACANT		16	18	A
#2 VACANT		16	18	B

The City Council shall appoint a Planning and Zoning Commission which shall consist of five (5) members, each member being a resident and a real property taxpayer of the City of La Marque, and none of whom shall hold any other position in the City Government.

Three members of the first Commission shall be appointed for a term of two years and two for a term of one year. Thereafter, new members shall be appointed for a term of two years. Ordinance No. O-2014-0023, allows for City Council to appoint two (2) alternates to the Planning & Zoning Board.

***Alternates** are required to attend and review packets as the regular Commission members. In the case that an alternate is present to make a quorum, in the absence of a member, they will be allowed to vote. If all members are present, alternates votes will not be allowed to vote.

**CANDIDATE APPLICATION FORM
FOR COUNCIL-APPOINTED BOARDS & COMMISSIONS
OF
THE CITY OF LA MARQUE**



City Council will review applicants interested in serving on a City Board and/or City Commission. Information disclosed on this application or any other attached documents may be disclosed in public meetings.

Please type or print information

Board Preference 1: CIVIL SERVICE Commission

Board Preference 2: _____

Name: RANDY SCATES

Home Address: 4 S. REDWING ST.

City: LA MARQUE Zip: 77568 La Marque Resident: 11 yrs

Home Telephone: 713-865-3310 Home E-mail: RANDYSCATESLLC@gmail.com

Profession: Vice President & Co. M. Mobile Rig Group - NOV - (Retired)

Special Knowledge or Experience applicable to City Board/Commission function: RAN A GROUP OF 400 people THAT did AS MUCH AS 100 million in Revenue ANNUALLY, For over 10 years. Retired with 36 years of service.

Other Information (Civic Activities):

OMEGA BAY (HOA) President / Board Member

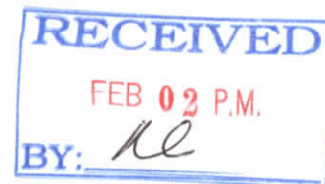
I verify that the information I have provided on this application to be true and correct.
I also acknowledge that this information may be made available to the public.

Signature: Randy Scates

Date: 02/06/2018

PLEASE RETURN COMPLETED APPLICATION TO THE CITY CLERK'S OFFICE, 1111 BAYOU RD, LA MARQUE, TEXAS 77568. APPLICATIONS WILL REMAIN ON FILE FOR TWO YEARS.

**CANDIDATE APPLICATION FORM
FOR COUNCIL-APPOINTED BOARDS & COMMISSIONS
OF
THE CITY OF LA MARQUE**



City Council will review applicants interested in serving on a City Board and/or City Commission. Information disclosed on this application or any other attached documents may be disclosed in public meetings.

Please type or print information

Board Preference 1: Civil Service Commission

Board Preference 2: _____

Name: Lucy Glenn

Home Address: 824 Laurel

City: La Marque Zip: 77568 La Marque Resident: 15 yrs

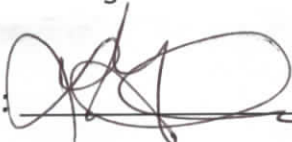
Home Telephone: 409-457-9942 Home E-mail: lucexnee@comcast.net

Profession: Physical Therapist

Special Knowledge or Experience applicable to City Board/Commission function: Strong desire to see La Marque successful in its diversity

Other Information (Civic Activities): Sec. of Galveston Island Humane Society (5 yrs)

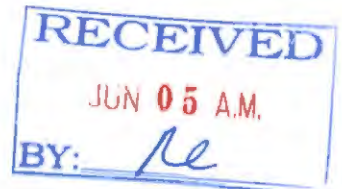
I verify that the information I have provided on this application to be true and correct.
I also acknowledge that this information may be made available to the public.

Signature: 

Date: 1-30-18

PLEASE RETURN COMPLETED APPLICATION TO THE CITY CLERK'S OFFICE, 1111 BAYOU RD,
LA MARQUE, TEXAS 77568. APPLICATIONS WILL REMAIN ON FILE FOR TWO YEARS.

**CANDIDATE APPLICATION FORM
FOR COUNCIL-APPOINTED BOARDS & COMMISSIONS
OF
THE CITY OF LA MARQUE**



City Council will review applicants interested in serving on a City Board and/or City Commission. Information disclosed on this application or any other attached documents may be disclosed in public meetings.

Please type or print information

Board Preference 1: Economic + Development Board

Board Preference 2: Zoning + Planning

Name: Cleveland Q. Lane Sr.

Home Address: #10 Clover Bend

City: La Marque Zip: 77568 La Marque Resident: 35 yrs

Home Telephone: (409) 692-5263 Home E-mail: wctsvsa@aol.com

Profession: Manager - At+T Telephone Co.

Special Knowledge or Experience applicable to City Board/Commission function: Staff Manager of Budgets / Served on the Planning Commission of La Marque for Eight years.

Other Information (Civic Activities): Board of Directors of United Way / Gulf Coast Official Assoc. U.P. State Basketball Officials Assoc.

I verify that the information I have provided on this application to be true and correct. I also acknowledge that this information may be made available to the public.

Signature: Cleveland Lane Sr.

Date: 5/30/17

PLEASE RETURN COMPLETED APPLICATION TO THE CITY CLERK'S OFFICE, 1111 BAYOU RD, LA MARQUE, TEXAS 77568. APPLICATIONS WILL REMAIN ON FILE FOR TWO YEARS.

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MAR 09 AM
2017

**CANDIDATE APPLICATION FORM
FOR COUNCIL-APPOINTED BOARDS & COMMISSIONS
OF
THE CITY OF LA MARQUE**

City Council will review applicants interested in serving on a City Board and/or City Commission. Information disclosed on this application or any other attached documents may be disclosed in public meetings.

Please type or print information

Board Preference 1: Clean City Commission

Board Preference 2: _____

Name: ISHAMIE MOSES

Home Address: 1403 JOURON

City: LA MARQUE Zip: 77568 La Marque Resident: 12 yrs

Home Telephone: 409 935 4373 Home E-mail: JMOSES101@SBG10BAL.NET

Profession: CHRONIC CONDITION EDUCATOR - THE LOOSE TREE

Special Knowledge or Experience applicable to City Board/Commission function: _____

PAT. 1ST SQ. VETERAN, LONG TIME RESIDENT LA MARQUE

Other Information (Civic Activities):

VARIOUS

I verify that the information I have provided on this application to be true and correct.
I also acknowledge that this information may be made available to the public.

Signature: ISHAMIE MOSES

Date: 3-8-17

PLEASE RETURN COMPLETED APPLICATION TO THE CITY CLERK'S OFFICE, 1111 BAYOU RD,
LA MARQUE, TEXAS 77568. APPLICATIONS WILL REMAIN ON FILE FOR TWO YEARS.

**CANDIDATE APPLICATION FORM
FOR COUNCIL-APPOINTED BOARDS & COMMISSIONS
OF
THE CITY OF LA MARQUE**

City Council will review applicants interested in serving on a City Board and/or City Commission. Information disclosed on this application or any other attached documents may be disclosed in public meetings.

Please type or print information

DEC 01 AM

Board Preference 1: PARK BOARD

Board Preference 2: EDC

Name: JOE CUMPIAN

Home Address: 1020 DUROUX ROAD

City: LA MARQUE Zip: 77568 La Marque Resident: ☒ yrs

Home Telephone: 409 939 8017 Home E-mail: jcompian@gmail.com

Profession: NON PROFIT MANAGEMENT

Special Knowledge or Experience applicable to City Board/Commission function: _____

Other Information (Civic Activities):

CLEAN CITY COMMISSION

I verify that the information I have provided on this application to be true and correct. I also acknowledge that this information may be made available to the public.

Signature: Joe A. Compian

Date: 12/1/16

PLEASE RETURN COMPLETED APPLICATION TO THE CITY CLERK'S OFFICE, 1111 BAYOU RD, LA MARQUE, TEXAS 77568. APPLICATIONS WILL REMAIN ON FILE FOR TWO YEARS.

**CANDIDATE APPLICATION FORM
FOR COUNCIL-APPOINTED BOARDS & COMMISSIONS
OF
THE CITY OF LA MARQUE**

2017

APR 05 AM

City Council will review applicants interested in serving on a City Board and/or City Commission. Information disclosed on this application or any other attached documents may be disclosed in public meetings.

Please type or print information

Board Preference 1: Economic Development

Board Preference 2: Clean City

Name: Jennifer Faircloth Earl

Home Address: 1412 Bonham

City: La Marque Zip: 77568 La Marque Resident: 15 yrs

Home Telephone: 409-539-0304 Home E-mail: kyleearl@sbcglobal.net

Profession: Production Manager at Minotemon Press-Bay Area

Special Knowledge or Experience applicable to City Board/Commission function: I have experience of assisting in the running of a business as well as a longtime resident.

Other Information (Civic Activities):

N/A

I verify that the information I have provided on this application to be true and correct. I also acknowledge that this information may be made available to the public.

Signature: Jennifer Faircloth Earl

Date: 4-3-17

PLEASE RETURN COMPLETED APPLICATION TO THE CITY CLERK'S OFFICE, 1111 BAYOU RD, LA MARQUE, TEXAS 77568. APPLICATIONS WILL REMAIN ON FILE FOR TWO YEARS.

**CANDIDATE APPLICATION FORM
FOR COUNCIL-APPOINTED BOARDS & COMMISSIONS
OF
THE CITY OF LA MARQUE**

JAN 06 AM

City Council will review applicants interested in serving on a City Board and/or City Commission. Information disclosed on this application or any other attached documents may be disclosed in public meetings.

Please type or print information

Board Preference 1: Clean City

Board Preference 2: Planning & Zoning

Name: Nancy Vidotto

Home Address: 622 Hollingsworth Ln

City: La Marque Zip: 77568 La Marque Resident: 2 1/2 yrs

Home Telephone: 979-822-4390 Home E-mail: navidotto@hotmail.com

Profession: Business Admin

Special Knowledge or Experience applicable to City Board/Commission function: accounting/business - attention to detail

Other Information (Civic Activities):

I verify that the information I have provided on this application to be true and correct. I also acknowledge that this information may be made available to the public.

Signature: Nancy Vidotto Date: 1/6/17

PLEASE RETURN COMPLETED APPLICATION TO THE CITY CLERK'S OFFICE, 1111 BAYOU RD, LA MARQUE, TEXAS 77568. APPLICATIONS WILL REMAIN ON FILE FOR TWO YEARS.



**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: February 12, 2018
SUBJECT: City Manager Report – **January 2018 Activity**

a. Development Services

- *No report submitted*

b. Judicial

- See report attached.

c. Police

- **Staffing Levels**

The La Marque Police Department has three (3) full-time vacancies in the Telecommunications Section. Five (5) full-time Telecommunicators and seven (7) part-time Telecommunicators currently staff the Telecommunications Section. Two (2) prospective new hire Telecommunicators are currently in the background process. Police officers and the Chief's Administrative Assistant assist with staffing in the Telecommunications Section when needed.

The police department's staffing level for police officers is full; however, we currently have four (4) probationary police officers in training. The Patrol Services Division will not realize a full staff until all officers have completed the Field Training Program.

- **Training**

The following individuals attended training during the month of **January of 2018**:

- Officer D. Cantu attended **Investigating and Prosecuting the Drugged Driver**
- Officer T. Anders attended **Investigating and Prosecuting the Drugged Driver**
- Officer K. Hernandez attended **High and Low Risk Traffic Stops**
- Officer S. Jackson attended **DWI Detection and Standardized Field Sobriety Testing Refresher and Law Enforcement Advanced DUI/DWI Reporting System**

- **Operations**

In the month of January, the La Marque Police Department generated 1765 calls for service. Of those calls for service, 915 (approximately 52%) were "self-initiated." Citizen calls to the police department accounted for 850 of the total (approximately 48%) calls for service. There was an

average response time of 7 minutes (7:08) and an average time spent on calls of 26 minutes (25:50).

On February 5, 2018 the La Marque Police Department participated in a community meeting and discussion regarding Church Security. Participating agencies were the Hitchcock Police Department, the Santa Fe Police Department, the Galveston County District Attorney's Office and the La Marque Police Department. The meeting was held at Greater Saint Matthews Baptist Church in Hitchcock and included church administration and officials from throughout the County. Participants heard from law enforcement on training opportunities that are available and from the District Attorney on recent legislative changes pertaining to security in churches.

- **Overtime Utilization**

SRT Operations, priority investigations, training and court appearances necessitate overtime expenditures. Staff shortages in the Telecommunications Section also contribute to Overtime expenditures.

d. **Fire**

- **Personnel:**

The LMFD currently has two (2) vacancies. All existing personnel with exception of two (2) new employees are fully certified by the Texas Commission on Fire Protection as structural Fire Fighters and State Department of Health Services as Emergency Medical Technicians.

- **Operations:**

All apparatus are currently operational with the exception of Engine 1 which is undergoing significant repairs in Houston and Engine 2 which has been declared a "total loss", and, therefore, inoperable. Final disposition of the Apparatus remains uncertain at this time. Existing LMFD Fire Apparatus and Reserve 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.

- **Training:**

One Fire Fighter is enrolled in an Advanced / Paramedic Emergency Medical Technician curriculum at Alvin Community College. Completion is anticipated at the conclusion of the fall semester in 2017 with National Registry examination to follow. Three (3) Fire Fighters have finished EMT-Advanced training / certification at Galveston College which began on January 15, 2017, in conformance with their Conditions of Employment Contract. They are now in the process of taking the National Registry examination for licensure. They are currently enrolled in EMT-Paramedic curriculum at Galveston College with completion anticipated at the conclusion of the 2018 spring semester.

- **Insurance Services Office (ISO) Classification Status and Historical Overview**

ISO conducted a follow-up "classification rate survey" of our community assets and capabilities including the fire department, water department, and communications center on February 14, 2017, pursuant to the recently published ISO Standards which have been adopted nationwide. Texas continues to use a slightly modified version with the addition of the "Texas Addendum".

La Marque received notice from ISO on March 14, 2017, of their intention to escalate our Classification from the existing Class 3 to a Class 4 within ninety (90) days following receipt of their letter unless an optional "Improvement Plan" is developed and submitted for review and consideration. The optional "Improvement Plan" was developed and submitted before the deadline in an effort to forestall implementation of the proposed escalated insurance rating classification until construction of the new fire station can be completed and, subsequently

equipped and adequately staffed for operation and service delivery. ISO provided notification to the City of La Marque of their approval of our proposed Improvement Plan leading to a stipulated suspension of their intent to escalate our ISO classification from the existing Class 3 to a Class 4 or potentially Class 5 and cause publication of same.

The City of La Marque was notified in early 2014 by ISO of an impending change to our community's "Public Fire Protection Classification" **following an extensive inspection of our city in late 2013**. ISO proposed to increase our ISO rating from the existing Class 3 which we have enjoyed since 2005 to a Class 5. I requested and received approval from ISO to hold the classification increase in abeyance until we could develop and submit a comprehensive **"Improvement Plan"** for consideration. ISO subsequently approved our Improvement Plan which provided for implementation over a two (2) year period ending in March 2016. A detailed status report of our improvements was submitted to ISO in April 2016 delineating the numerous modifications and/or improvements completed and/or pending completion during the two (2) year grace period. I have since been officially informed by ISO that the Texas Department of Insurance at the recommendation of ISO formally adopted the latest ISO rating schedule in January which arguably is a significant departure from the rating schedule utilized during our 2013 inspection and, which became the basis of our Improvement Plan. ISO advises that a new inspection of our community is tentatively scheduled for later this year to once again evaluate our resources and establish an ISO Public Protection Classification. A thorough analysis of the new rating schedule is underway to determine the potential impact on our current rating and, the feasibility of additional improvements that may become necessary. It is important to reiterate that our current Class 3 rating remains unchanged at this time. ***Completion of the new Fire Station on the west side of our city and employment of additional Fire Fighters in conjunction with purchasing a new qualifying fire apparatus will enhance our prospects of retaining the Class 3 rating.***

- **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 intermittent vacancies throughout any given budgetary cycle.

- FY 2018 YTD: \$16,131.02
- January MTD: \$1,309.85

- **Other:**

The notice to proceed with construction of the new Central Fire Station and Fire Administrative Headquarters Facility was issued to Construction LTD on April 17, 2017. Progress was severely hampered by heavy rain fall in late July and much of August; however all of the paving has been completed along with the foundation and slab for Fire Administration Headquarters and Central Fire Station. The Pre-Engineered Steel Buildings are being erected and will be enclosed which will allow the remainder of the construction to proceed in a timely fashion. ***The estimated time of completion remains March of 2018.***

- **Statistical information:**

Average Response Times: 06:57

- **Engine Company Responses for Service:**
 - MTD: 122
 - YTD: 487

- **Medic Responses for Service:**

MTD: 187

YTD: 707

- **Mutual Aid Given and Received:**

MTD Given: 9

YTD Given: 45

MTD received: 29

YTD received: 102

- **Detailed statistical information enclosed**

e. Library

- See report attached.

f. Public Services

- **Public Works Administrative Assistant** – For the month of December, compared to last year, there was an increase in calls for Water Leaks, Dress Ups, Billing Department, Pot Holes, Street Repair, Driveway Repair, Drainage/Mowing, Street Light Outage, Street Light Request, Public Services Supervisors, City Manager, City Hall Administrative Assistant, City Clerk, Inspections, and LM's; there was a decrease in calls for Sewer Stops, Leaks at the Meter, Low Pressure, Trash Pick Up, Code Compliance, Culverts, Street Signs, Traffic Lights, Director, Human Resources, Animal Control, Locates, Customer at the Window, Community Service, Gas Company, and Miscellaneous Calls
- **Parks** – Routine maintenance of parks.
- **Streets/Drainage** – For the month of December, Street Department installed Christmas lights & decorations, moved city records from the retention center to the new facility located at 4916 FM 1765, worked with Utility 22 during the freeze to help with turning off water for residents with busted pipes, assisted Utility 22 with sewer/water breaks and operated heavy equipment due to several staff members being on vacation or out sick and completed several large utility patches along with routine maintenance.
- **Utility 22 – Water & Sewer Maintenance** – Due to the first hard freeze, the city suffered from a multitude of water and sewer main breaks. City crews kept busy with making the necessary repairs on top of routine maintenance of lines and response to sewer stops and service line leaks. Project for sewer line rehab for Oak Street force main began mid-month.
- **Utility 24** – Working with FEMA and Finance Department to assure that Hurricane Harvey related damages are accounted for where necessary repairs have been made to keep system operational and will seek reimbursement for expenses.
- **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 for being on-call; carrying the on-call telephone.
 - **Department 24** – Overtime hours for weekend Plant operations duties.
- g. Animal Services**
- See report attached.
- h. Financials**
- See report attached.

JUDICIAL DEPARTMENT



CITY OF LA MARQUE
COURT STATISTICS
December 2017

Judicial Monthly Report December 2017										
	Non-Parking	Traffic Parking	Traffic City Ordinance	Penal Code	Non-Traffic State Law	City Ordinance	Total this Month	Current Fiscal yr to date	Total This Month PY	Prior Fiscal yr to date
Total Cases Pending First of Month	5,119	1	4	2076	1,478	473	9,151	26,905	10,456	31,560
Active Cases	1,531	0	2	145	164	107	1,949	6,424	1,756	5,740
Inactive Cases	3,588	1	2	1,931	1,314	366	7,202	20,481	8,700	25,820
New Cases Filed	292	0	0	89	97	44	522	1,898	485	1,512
Cases Reactivated	72	0	0	38	40	10	160	219	143	569
All Other Cases Added	0	0	0	0	0	0	0	0	0	0
Total Cases on Docket	1,895	0	2	272	301	161	2,631	8,541	2,384	7,821
Dispositions Prior to Trial:										
Uncontested Dispositions	199	0	1	30	43	13	286	988	297	978
Dismissed by Prosecution	26	0	0	4	3	1	34	98	38	140
Dispositions at Trial:										
Convictions:										
Guilty Plea or Nolo Contendere	13	0	0	1	1	1	16	47	13	64
By the Court	0	0	0	1	0	0	1	8	0	1
By the Jury	0	0	0	0	0	0	0	0	0	0
Acquittals:	0	0	0	0	0	0	0			
By the Court	0	0	0	0	0	0	0	8	0	0
By the Jury	0	0	0	0	0	0	0	0	0	0
Dismissed by Prosecution	1	0	0	1	0	0	2	15	11	17
Compliance Dismissals:										
After Driver Safety Course	41	0	0	0	0	0	41	154	61	137
After Deferred Disposition	104	0	0	3	3	0	110	169	117	255
After Proof of Financial Responsibility	4	0	0	0	0	0	4	17	1	7



**CITY OF LA MARQUE
COURT STATISTICS
December 2017**

	Non-Parking	Traffic Parking	Traffic City Ordinance	Penal Code	Non- Traffic State Law	City Ordinance	Total this Month	Current Fiscal yr to date	Total Prior Month	Prior Fiscal yr to date
All Other Transportation Code Dismissals	14	0	0	0	0	0	14	31	30	53
All Other Dispositions	1	0	0	1	0	0	2	9	8	83
Total Cases Disposed	403	0	1	41	50	15	510	1,538	578	1,738
Cases Placed on Inactive Status	154	0	0	90	70	4	318	1,253	244	858
Total Cases Pending End of Month:	5,008	1	3	2,124	1,525	502	9,163	27,265	10,363	31,334
Active Cases	1,338	0	1	141	181	142	1,803	5,750	1,562	5,225
Inactive Cases	3,670	1	2	1,983	1,344	360	7,360	21,515	8,801	26,109
Show Cause Hearings Held	60	0	0	22	16	2	100	168	40	97
Cases Appealed:										
After Trial	4	0	0	0	1	0	5	17	8	19
Without Trial	46	0	0	3	8	15	72	615	100	116

	This Month Current Yr	Current Fiscal yr to date	This Month Prior Yr	Prior Fiscal yr to date
Juvenile/Minor Activity:				
Transportation Code Cases Filed	4	15	2	5
Non-driving Alcoholic Beverage Code Cases Filed	1	2	0	1
Driving Under Influence of Alcohol Cases Filed	0	0	0	0
Drug Paraphernalia Cases Filed	0	0	0	0
Tobacco Cases Filed	1	1	0	1
Failure to Attend School Cases Filed	0	0	0	0
Education Code Cases Filed (except fail to attend)	0	0	0	0
Curfew Violation Cases Filed	0	1	0	2
All Other Non-traffic Fine-only Cases Filed	4	9	2	8
Additional Activity:				
Magistrate Warnings:				
Class C Misdemeanors	1	2	7	25
Class A and B Misdemeanors	4	12	4	9
Felonies	1	6	2	5
Arrest Warrants Issued:				
Class C Misdemeanors	310	910	183	762
Capias Pro Fine Issued:				
Class C Misdemeanors	124	470	21	252



**CITY OF LA MARQUE
COURT STATISTICS
December 2017**

Emergency Protection Orders Issued	0	0	1	1
Stolen Property Hearings Held	0	0	0	1
Cases Satisfied by Community Service:				
Partial Satisfaction	3	3	0	0
Full Satisfaction	24	30	10	21
Cases Satisfied by Jail Time Credit	58	122	70	254
Cases Waived for Indigency	9	9	0	0
	Total this Month	Current Fiscal yr to date	Total This Month Prior Yr	Prior Fiscal yr to date
Fines, Court Costs and Other Amounts Collected:				
Kept by City	\$52,530.13	\$215,824.11	\$56,696.30	\$144,385.57
Remitted to State	\$20,072.05	\$86,346.57	\$28,440.35	\$71,714.99
Total	\$72,602.18	\$302,170.68	85,136.65	\$216,100.56

1

POLICE DEPARTMENT

GALVESTON COUNTY SHERIFF

Events by Nature Code by Agency

Agency: LMPD, Event date/Time range: 01/01/2018 00:00:00 - 01/31/2018 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	3	0	3	0%	0:00:01	0:00:00	0:28:14	1:24:43	0:28:14
	ALARM	0	1	94	95	5%	0:03:53	0:06:29	0:07:12	26:47:03	0:16:55
	ANIMAL COMPLAINT DOMESTIC	0	2	17	19	1%	0:15:06	0:05:37	0:11:32	10:49:24	0:34:11
	ASSAULT	0	0	12	12	1%	0:03:48	0:07:24	0:30:28	7:12:57	0:36:05
	ASSIST CITIZEN	0	8	33	41	2%	0:08:58	0:18:51	0:15:50	23:08:53	0:33:53
	ASSIST EMS	0	0	5	5	0%	0:00:22	0:02:07	0:16:04	1:22:13	0:16:27
	ASSIST OTHER AGENCY	0	7	27	34	2%	0:03:12	0:07:14	0:19:45	15:45:00	0:27:48
	ATTEMPT TO SERVE WARRANT	0	0	2	2	0%	0:13:52	0:07:26	0:33:35	1:49:45	0:54:53
	BAR CHECK	0	2	0	2	0%	0:00:01	0:00:00	0:07:43	0:15:29	0:07:45
	BURGLARY OF BUILDING	0	0	8	8	0%	0:12:08	0:08:19	0:14:18	4:38:00	0:34:45
	BURGLARY OF HABITATION	0	0	2	2	0%	0:04:46	0:07:37	0:16:10	0:57:04	0:28:32
	BURGLARY OF MOTOR VEHICLE	0	0	3	3	0%	0:13:16	0:05:43	0:14:24	1:40:08	0:33:23
	BUSINESS CHECK	0	363	3	366	21%	0:00:04	0:03:22	0:09:59	63:00:39	0:10:20
	CHILD CUSTODY	0	0	9	9	1%	0:14:35	0:01:13	0:20:28	5:26:28	0:36:16
	CIVIL MATTER OR STANDBY	0	1	27	28	2%	0:12:15	0:04:17	0:26:29	19:35:18	0:41:59
	CORRECTIONS TRANSPORT	0	0	3	3	0%	0:04:02	0:01:27	0:25:24	1:32:38	0:30:53
	CRIMINAL MISCHIEF	0	0	10	10	1%	0:09:33	0:08:34	0:19:13	6:13:17	0:37:20
	DEAD ON SCENE	0	0	3	3	0%	0:01:30	0:04:27	1:55:01	6:02:54	2:00:58
	DISORDERLY CONDUCT	0	0	1	1	0%	0:01:51	0:06:46	0:13:14	0:21:51	0:21:51
	DISTURBANCE	0	1	63	64	4%	0:02:32	0:04:18	0:37:04	45:30:30	0:42:40
	DRUNK OR INTOXICATED PERSON	0	0	1	1	0%	0:02:12	0:10:31	0:10:10	0:22:53	0:22:53
	FIRE - NON SPECIFIC	0	0	1	1	0%	0:01:18	0:00:00	0:23:09	0:24:27	0:24:27
	FIREWORKS	0	1	0	1	0%	0:00:01	0:00:00	0:01:19	0:01:20	0:01:20
	FRAUD - FORGERY - CC ABUSE	2	0	14	16	1%	0:09:03	0:07:28	0:28:03	10:16:30	0:44:02

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
	FSGI ACCIDENT	0	0	11	11	1%	0:11:13	0:10:21	0:19:05	7:15:52	0:39:37
	GENERAL INFORMATION CALL	0	0	1	1	0%	0:03:16	0:00:00	0:00:04	0:03:20	0:03:20
	HARASSMENT - ALL TYPES	0	1	8	9	1%	0:05:08	0:07:15	0:23:20	4:59:39	0:33:18
	INJURY TO A CHILD	0	0	1	1	0%	0:02:39	0:00:35	0:29:15	0:32:29	0:32:29
	JAIL CHECK	0	1	0	1	0%	0:00:00	0:00:00	0:33:35	0:33:35	0:33:35
	JUVENILE PROBLEM	0	0	9	9	1%	0:06:01	0:07:58	0:14:36	3:48:45	0:25:25
	K-9 NARCOTICS SEARCH AOA	0	1	0	1	0%	0:00:00	0:05:17	0:34:14	0:39:31	0:39:31
	LOUD MUSIC OR NOISE	0	0	17	17	1%	0:15:32	0:03:49	0:06:32	7:25:28	0:26:12
	MENTAL HEALTH	0	0	11	11	1%	0:20:40	0:07:08	0:20:28	8:50:56	0:48:16
	MISCELLANEOUS	0	6	4	10	1%	0:05:44	0:17:29	0:38:55	7:37:20	0:45:44
	MISSING PERSON ADULT	0	0	1	1	0%	0:09:18	0:13:26	0:51:18	1:14:02	1:14:02
	NARCOTICS CRIMES	7	0	5	12	1%	0:11:32	0:05:15	0:27:26	3:24:50	0:40:58
	OPEN DOOR	0	3	1	4	0%	0:01:06	0:08:02	0:07:00	0:39:22	0:09:51
	OVERDOSE	0	0	2	2	0%	0:01:36	0:04:35	0:15:37	0:43:34	0:21:47
	PRISONER DETAIL	0	14	14	28	2%	0:10:59	0:07:42	0:21:19	15:24:40	0:33:01
	REPOSESSION OF PERSONAL VEHICL	0	0	1	1	0%	0:01:58	0:04:12	0:07:13	0:13:23	0:13:23
	RESIDENTIAL CHECK	0	116	5	121	7%	1:04:44	0:03:23	0:18:17	51:17:00	0:25:26
	RUNAWAY JUVENILE	0	0	8	8	0%	0:05:08	0:08:55	1:25:08	13:13:34	1:39:12
	SEX CRIME	0	0	7	7	0%	0:08:53	0:22:58	0:41:58	8:36:45	1:13:49
	SHOTS FIRED	0	1	9	10	1%	0:02:25	0:04:19	0:12:59	3:10:30	0:19:03
	SICK CALL	0	0	1	1	0%	0:02:25	0:05:12	1:04:16	1:11:53	1:11:53
	SILENT 911	0	0	1	1	0%	0:01:32	0:03:20	0:02:04	0:06:56	0:06:56
	STRANDED MOTORIST	0	4	3	7	0%	0:08:37	0:08:19	0:11:58	2:18:39	0:19:48
	STRUCTURE FIRE	0	0	2	2	0%	0:01:24	0:02:03	0:49:04	1:45:01	0:52:31
	SUICIDE ATTEMPTED OR COMPLETED	0	0	5	5	0%	0:02:27	0:03:57	0:45:10	4:17:50	0:51:34
	SUPPLEMENTAL INFO TO PREV CASE	0	28	26	54	3%	0:05:06	0:07:30	0:32:36	35:26:30	0:39:23

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
	THEFT / LOST PROPERTY	0	2	67	69	4%	0:08:06	0:11:29	0:19:46	43:51:11	0:38:08
	THREATS ALL CATEGORIES	0	1	10	11	1%	0:12:36	0:06:40	0:24:30	7:42:17	0:42:02
	TRAFFIC COMPLAINT	0	8	29	37	2%	0:03:38	0:06:13	0:10:06	10:42:21	0:17:22
	TRAFFIC STOP	0	303	0	303	17%	0:00:01	0:00:31	0:13:49	69:51:39	0:13:50
	UNCONSCIOUS PERSON	0	0	2	2	0%	0:00:07	0:04:00	0:05:32	0:19:17	0:09:39
	UNDESIRABLE PERSON	0	0	12	12	1%	0:03:48	0:06:29	0:17:53	5:38:03	0:28:10
	VEHICLE FIRE	0	0	2	2	0%	0:00:41	0:04:22	0:54:05	1:58:15	0:59:08
	VEHICLE PURSUIT	0	1	1	2	0%	0:01:46	0:02:07	1:13:12	2:32:03	1:16:02
	VIOLATION OF CITY ORDINANCE	0	1	1	2	0%	0:02:18	0:10:56	0:12:13	0:37:40	0:18:50
	WARRANT ARREST ON VIEW	0	3	32	35	2%	0:25:21	0:22:29	0:20:06	38:53:53	1:06:41
	WELFARE CHECK	0	0	40	40	2%	0:07:12	0:08:45	0:22:09	23:43:26	0:35:35
	Subtotals for No Summary Code	9	883	687	1579	89%	0:07:00	0:07:01	0:25:06	645:20:53	0:35:38
	MAJOR ACCIDENT	0	1	11	12	1%	0:03:00	0:05:27	1:23:44	18:12:00	1:31:00
	MINOR ACCIDENT	0	2	38	40	2%	0:03:02	0:06:14	0:31:18	26:47:14	0:40:11
	PROPERTY DAMAGE	0	0	1	1	0%	0:03:02	0:06:29	0:09:52	0:19:23	0:19:23
	Subtotals for MVA	0	3	50	53	3%	0:03:01	0:06:03	0:41:38	45:18:37	0:50:11
	CHILD CUSTODY	0	0	1	1	0%	0:02:15	0:09:08	0:19:03	0:30:26	0:30:26
	RECOVERED OR FOUND PROPERTY	0	1	6	7	0%	0:03:02	0:18:39	0:32:45	4:59:04	0:42:43
	TRESPASSING	0	0	7	7	0%	0:02:42	0:06:21	0:26:33	4:09:12	0:35:36
	UNAUTH USE OF MOTOR VEHICLE	0	0	4	4	0%	0:04:44	0:02:28	0:10:17	1:07:31	0:16:53
	Subtotals for PROP	0	1	18	19	1%	0:03:11	0:09:09	0:22:10	10:46:13	0:31:24
	MENTAL HEALTH	0	0	1	1	0%	0:03:04	0:07:49	0:08:08	0:19:01	0:19:01
	SUSPICIOUS CIRCUMSTANCES	0	6	41	47	3%	0:06:15	0:06:03	0:11:54	17:07:25	0:22:20
	SUSPICIOUS PERSON	0	12	21	33	2%	0:02:27	0:06:37	0:13:37	10:53:54	0:19:49
	SUSPICIOUS VEHICLE	0	13	16	29	2%	0:03:58	0:13:55	0:10:57	10:17:48	0:21:18
	Subtotals for SUSP	0	31	79	110	6%	0:03:56	0:08:36	0:11:09	38:38:08	0:20:37

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	3	3	0%	0:01:30	0:04:07	0:13:08	0:56:18	0:18:46
	ROBBERY	0	0	1	1	0%	0:02:07	0:05:12	1:48:15	1:55:34	1:55:34
	Subtotals for VICR	0	0	4	4	0%	0:01:48	0:04:40	1:00:42	2:51:52	1:07:10
	Subtotals for LMPD	9	918	838	1765	100%	0:06:19	0:07:08	0:25:50	742:55:43	0:36:02

LA MARQUE POLICE DEPARTMENT
MONTHLY REPORTING STATISTICS

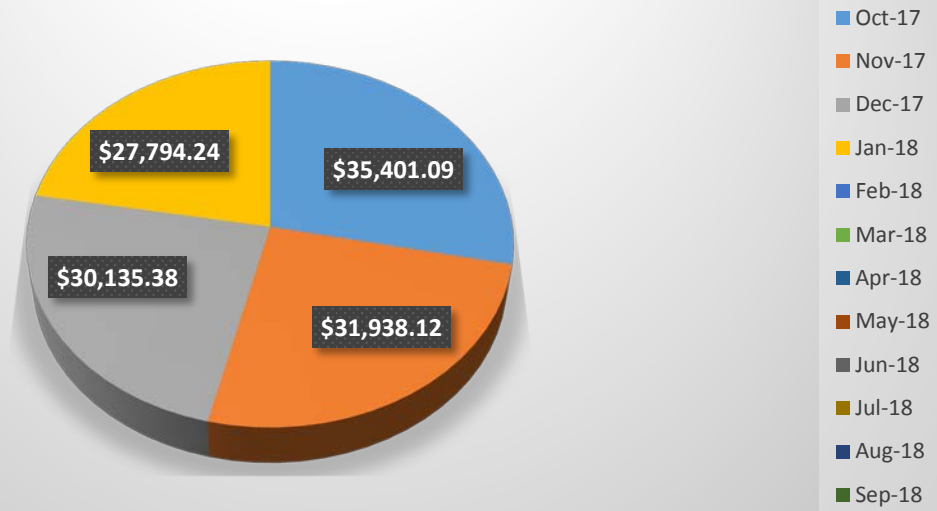
	CURRENT MONTH (JANUARY 2018)	CURRENT MONTH PREVIOUS YEAR (JANUARY 2017)	PREVIOUS MONTH (DECEMBER 2017)	YEAR TO DATE (2018)	PREVIOUS YEAR TO DATE (2017)
<u>PART I CRIMES</u>					
HOMICIDE	1	1	1	1	1
RAPE	2	1	0	2	1
ROBBERY	0	0	3	0	0
ASSAULT (*INCLUDES SIMPLE)	31	38	40	31	38
BURGLARY	9	15	7	9	15
THEFT	48	62	52	48	62
MV THEFT	2	2	4	2	2
<u>PART II CRIMES</u>	229	223	180	229	223
<u>CALLS FOR SERVICE</u>	1765	1772	1757	1765	1772
<u>ACCIDENTS</u>	38	21	49	38	21
INJURIES	7	6	9	7	6
NON-INJURY	30	15	38	30	15
FATALITIES	2	0	0	2	0
ALCOHOL RELATED	2	3	2	2	3
<u>ADULT ARRESTS</u>	126	132	119	126	132
<u>JUVENILE DETENTIONS</u>	0	0	0	0	0
<u>TRAFFIC STOPS</u>	303	282	312	303	282
CITATIONS	136	169	232	136	169
VIOLATIONS	167	220	270	167	220
WARNINGS	167	113	80	167	113
<u>DISTURBANCES</u>	93	101	107	93	101

THIS MONTH THE POLICE DEPARTMENT ARRESTED 51 PEOPLE ON MUNICIPAL WARRANTS, SERVING 129 WARRANTS.

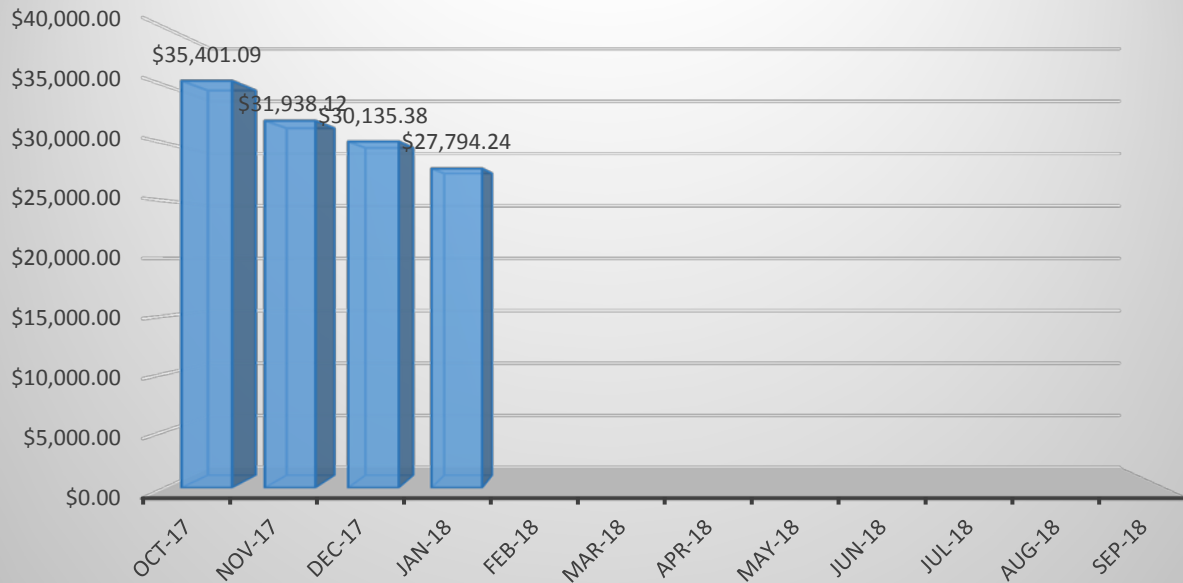
YEAR TO DATE, THE POLICE DEPARTMENT HAS ARRESTED 51 PEOPLE ON MUNICIPAL WARRANTS, SERVING 129 WARRANTS.

FIRE/EMS

NET COLLECTIONS



NET COLLECTIONS



MONTH	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18
COLLECTIONS	\$35,401.09	\$31,938.12	\$30,135.38	\$27,794.24		
Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	YTD Total
						\$125,268.83

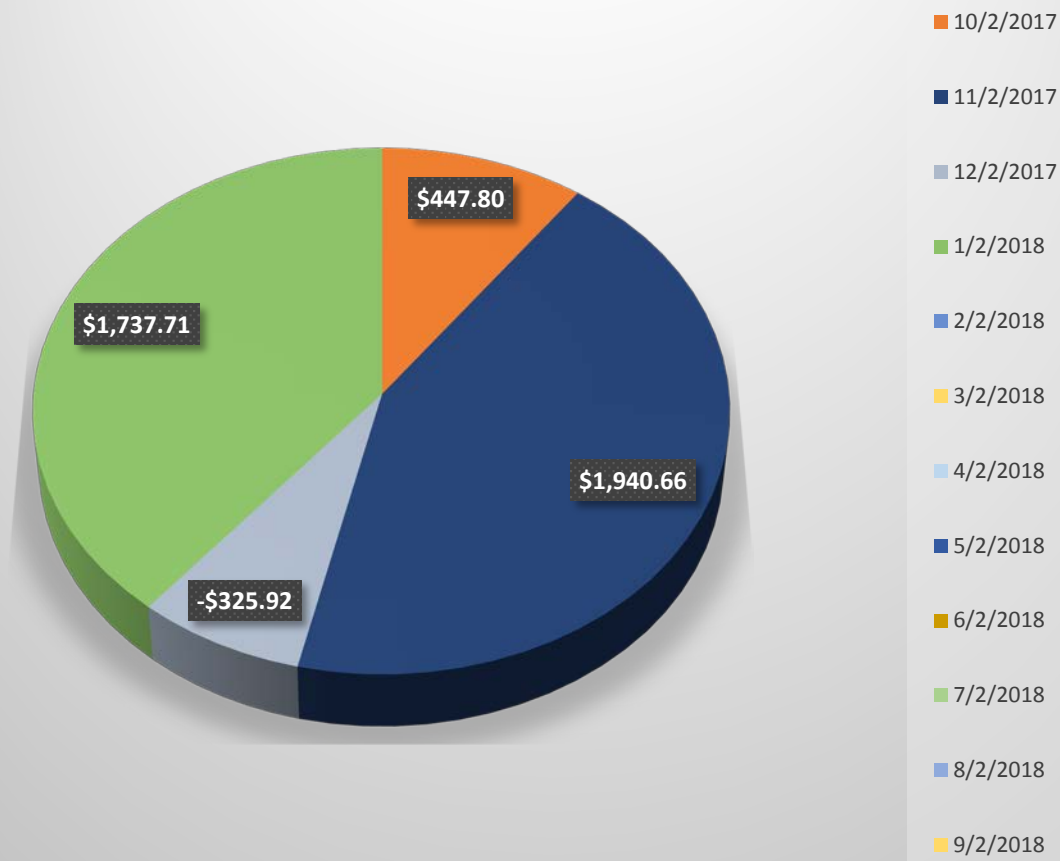
Collection Rate

19%

YTD FEES PAID TO INTERMEDIX

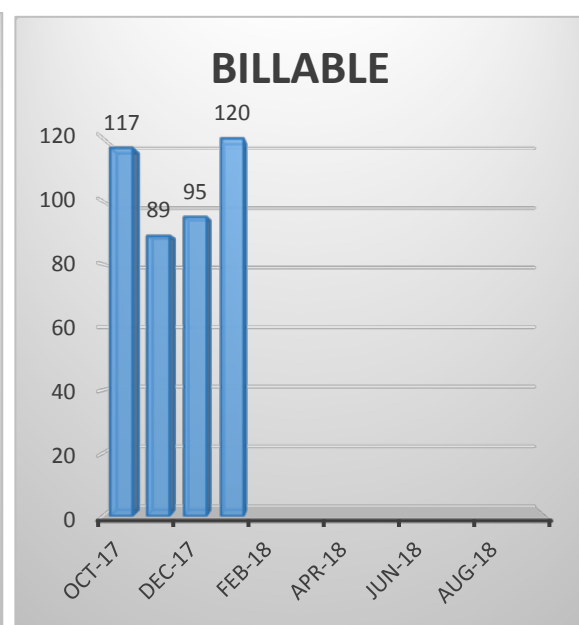
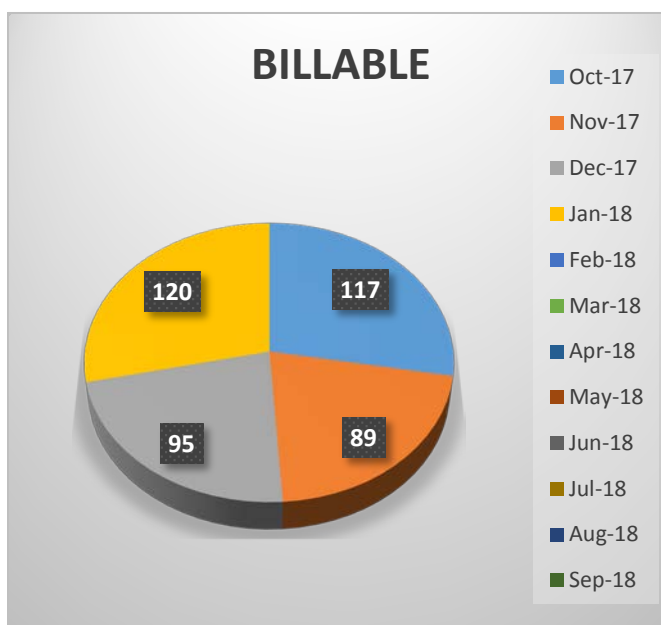
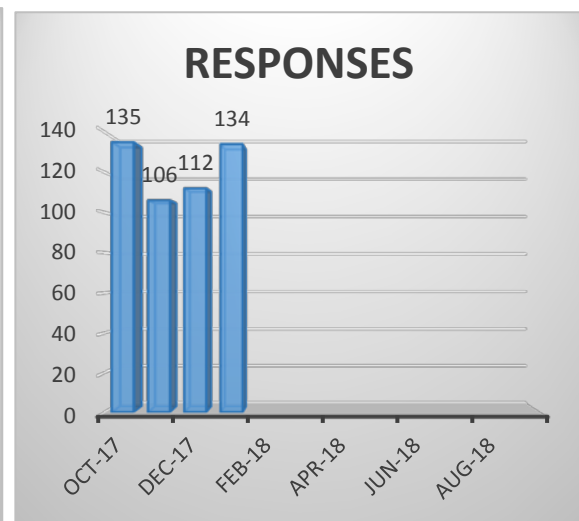
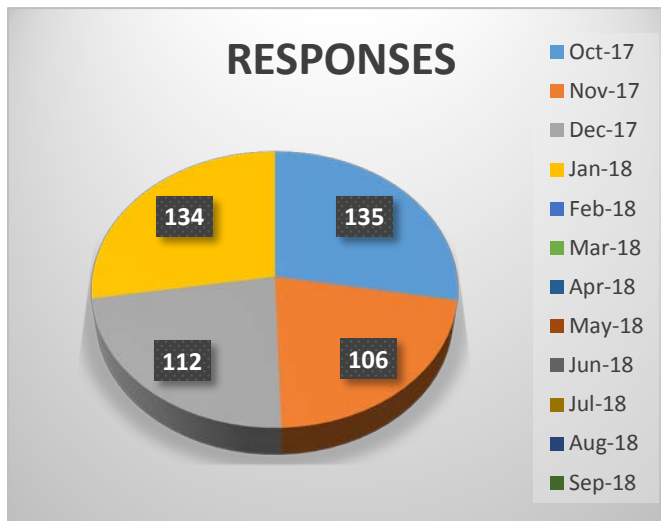
DATE	PAYMENT
10/2/2017	\$447.80
11/2/2017	\$1,940.66
12/2/2017	-\$325.92
1/2/2018	\$1,737.71
2/2/2018	
3/2/2018	
4/2/2018	
5/2/2018	
6/2/2018	
7/2/2018	
8/2/2018	
9/2/2018	
YTD TOTAL	\$3,800.25
AVERAGE PAYMENT	\$950.06

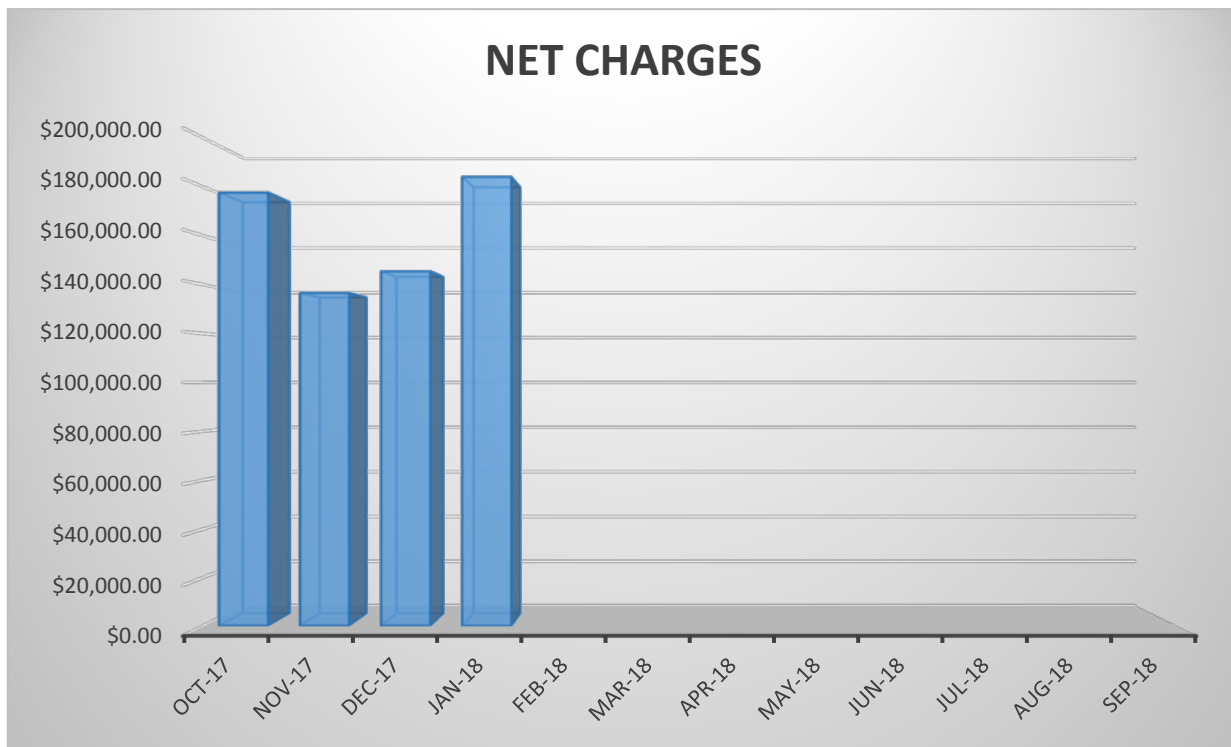
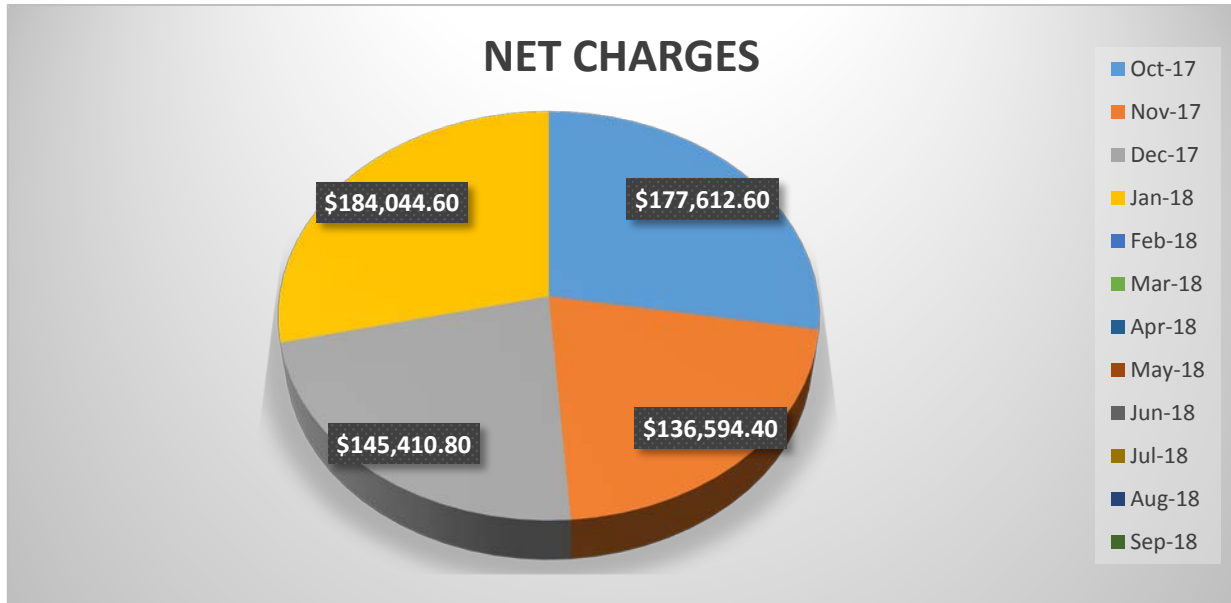
YTD FEES PAID TO INTERMEDIX



YTD RESPONSES - TOTAL CURRENT CHARGES - BILLAGE ACCOUNTS

MONTH	RESPONSES	NET CHARGES	BILLABLE
Oct-17	135	\$177,612.60	117
Nov-17	106	\$136,594.40	89
Dec-17	112	\$145,410.80	95
Jan-18	134	\$184,044.60	120
Feb-18			
Mar-18			
Apr-18			
May-18			
Jun-18			
Jul-18			
Aug-18			
Sep-18			
YTD TOTALS	487	\$643,662.40	421





City of La Marque

Fire Department

Month: January 1 to January
31
Year: 2018

	<i>Current Month: 01/01/18 to 01/31/18</i>	<i>Current Month Previous Year: 01/01/17 to 01/31/17</i>	<i>Previous Month: 12/01/17 to 12/31/17</i>	<i>Fiscal Year to Date: 2017-2018</i>	<i>Previous Year to Date: 2016-2017</i>
<i>Fires-</i>	9	13	2	23	30
<i>Overpressures/ Explosions-</i>	0	0	0	0	0
<i>Rescue and EMS-</i>	190	191	172	699	755
<i>Haz-Mat-</i>	5	7	8	24	28
<i>Good Intent-</i>	9	13	11	57	52
<i>False Alarm-</i>	5	12	10	36	46
<i>Mutual Aid Received from(FIRE)-Texas City-</i>	1				
<i>Mutual Aid Given to (FIRE)- Texas City-</i>	0				
<i>Mutual Aid Received from(EMS)- Texas City-</i>	22				
<i>Mutual Aid Given to(EMS)- Texas City-</i>	2				
<i>Mutual Aid Received from(FIRE)-Bayou Vista-</i>	0				
<i>Mutual Aid Given to(FIRE)- Bayou Vista-</i>	0				
<i>Mutual Aid Received from (EMS)-Bayou Vista-</i>	0				
<i>Mutual Aid Given to (EMS)-Bayou Vista-</i>	0				
<i>Mutual Aid Rec'd (FIRE)-Galv. Fire-</i>	0				
<i>Mutual Aid Given to (FIRE)- Galv. Fire-</i>	0				
<i>Mutual Aid Rec'd (EMS)-Galv. EMS</i>	4				
<i>Mutual Aid Given to (EMS)-Galv. EMS</i>	2				
<i>Mutual Aid Rec. from(FIRE)Hitchcock</i>	2				
<i>Mutual Aid Given to (FIRE) – Hitchcock</i>	0				
<i>Mutual Aid Rec. (EMS) – Hitchcock</i>	0				
<i>Mutual Aid Given (EMS)-Hitchcock</i>	4				
<i>Mutual Aid Given to (EMS) – All Others</i>	1				
<i>Mutual Aid Received to (EMS) – All Others</i>	0				
<i>Mutual Aid Given (FIRE)- All Others-</i>	0				
<i>Mutual Aid Received from(FIRE)- All Others-</i>	0				
<i>All others= Dickinson, Life Flight, PHI, Tiki Island, San Leon, Santa Fe, etc...</i>					

EMS CALL STATISTICS FY 2017-2018

La Marque Fire/Rescue

PATIENT DISPOSITION BY MONTH

Month	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
<i>Encounters</i>	135	106	112	134								
<i>Transports</i>	116	85	94	114								
<i>Aeromedical</i>	1	0	0	0								
<i>Dead On Scene</i>	0	3	2	5								
<i>Refusals</i>	19	18	16	15								

RESPONSE TIMES PER MONTH (minutes)

Unit Status	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
<i>Dispatch - Location</i>	5	6	6	6								
<i>Location - To Hospital</i>	15	16	15	17								
<i>To Hospital - At Hospital</i>	9	11	9	9								
<i>At Hospital - In Service</i>	24	29	26	30								
<i>Location - At Hospital</i>	25	27	24	26								
<i>Dispatch - At Hospital</i>	31	34	31	32								
<i>Dispatch - In Service</i>	52	57	53	58								

CALL STATISTICS 2018
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%
MD	0 0%												0 0%
WomenTx	0 0%												0 0%
MHSE	0 0%												0 0%
UTMBHosp	13 11%												13 11%
UTMB	1 0%												1 0%
HouMeStJon	0 0%												0 0%
MHPB	0 0%												0 0%
MHCH	0 0%												0 0%
CLRH	5 4%												5 4%
St John	0 0%												0 0%
SanJac	0 0%												0 0%
MainInd	95 83%												95 83%
Bellaire	0 0%												0 0%
Hermann	0 0%												0 0%
ShrinrBH	0 0%												0 0%
Methodist	0 0%												0 0%
St Luke	0 0%												0 0%

TXChld	0 0%												0 0%
BayAreaMed	0 0%												0 0%
Methodist	0 0%												0 0%
TOTAL	114 100%												114 100%

PATIENT DISPOSITION BY MONTH													
Disposition	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOT
Encounters	134												134
Transports	114 85%												114 85%
Aeromedical	0 0%												0 0%
Dead On Scene	5 3%												5 3%
Unfounded	0 0%												0 0%
Refusals	15 11%												15 11%

CALLS BY TIME OF DAY													
Time	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOT
0600-1159	47 35%												47 35%
1200-1759	42 31%												42 31%
1800-2359	27 20%												27 20%
0000-0559	18 13%												18 13%

PATIENT AGE BY MONTH													
Years Old	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOT

<1	2 1%												2 1%
1-8	0 0%												0 0%
9-12	1 0%												1 0%
13-17	4 3%												4 3%
18-25	6 4%												6 4%
26-50	44 33%												44 33%
51-75	48 36%												48 36%
76-100	27 20%												27 20%
>100	1 0%												1 0%

DISPATCHED CALL TYPES PER MONTH													
Call Type	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
	0 0%												0 0%
	8 5%												8 5%
Abd Pain	3 2%												3 2%
Air Medical Transpor	0 0%												0 0%
Allergic Rx	0 0%												0 0%
Animal Bite	0 0%												0 0%
Assault	1 0%												1 0%
Auto Ped	0 0%												0 0%
Automated Crash Noti	0 0%												0 0%

Back Pain	2 1%											2 1%
Burns	0 0%											0 0%
CO Poison	0 0%											0 0%
CPR	1 0%											1 0%
Cardiac	0 0%											0 0%
Chest Pain (Non Trau	15 11 %											15 11 %
Childbirth	0 0%											0 0%
Choking	0 0%											0 0%
DOS	0 0%											0 0%
Diabetic	2 1%											2 1%
Drowning	0 0%											0 0%
Electrocution	0 0%											0 0%
Eye Injury	0 0%											0 0%
Falls	9 6%											9 6%
Fire	0 0%											0 0%
Fire/Hazmat	0 0%											0 0%
GSW/Stab	0 0%											0 0%
Headache	0 0%											0 0%
Healthcare Professio	0 0%											0 0%
Heat/Cold	0 0%											0 0%

Hemorrhage	0 0%												0 0%
Ind Accident	0 0%												0 0%
MVA	15 11 %												15 11%
Medical	34 25 %												34 25%
Medical Alarm	0 0%												0 0%
No Other Appropriate	0 0%												0 0%
Other	0 0%												0 0%
Overdose	3 2%												3 2%
Pandemic/Epidemic/O u	0 0%												0 0%
Person Down	4 2%												4 2%
Psych	1 0%												1 0%
Respiratory	20 14 %												20 14%
Seizures	4 2%												4 2%
Service Call	0 0%												0 0%
Standby	0 0%												0 0%
Stroke	5 3%												5 3%
Transfer/Interfacili	0 0%												0 0%
Trauma	0 0%												0 0%
Unconscious	7 5%												7 5%

Unknown	0 0%												0 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	6												6
Location - To Hospital	17												17
To Hospital - At Hospital	9												9
At Hospital - In Service	30												30

Location - At Hospital	26												26
Dispatch - At Hospital	32												32
Dispatch - In Service	58												58

LAMARQUE

Incident Type Report (Summary)

Alarm Date Between {01/01/2018} And {01/31/2018}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	2	0.88%	\$260,000	88.37%
131 Passenger vehicle fire	2	0.88%	\$34,200	11.62%
143 Grass fire	2	0.88%	\$0	0.00%
150 Outside rubbish fire, Other	1	0.44%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	0.44%	\$0	0.00%
154 Dumpster or other outside trash receptacle	1	0.44%	\$0	0.00%
	9	4.00%	\$294,200	100.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	1	0.44%	\$0	0.00%
320 Emergency medical service, other	11	4.88%	\$0	0.00%
321 EMS call, excluding vehicle accident with	158	70.22%	\$0	0.00%
322 Motor vehicle accident with injuries	12	5.33%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	8	3.55%	\$0	0.00%
	190	84.44%	\$0	0.00%
4 Hazardous Condition (No Fire)				
411 Gasoline or other flammable liquid spill	1	0.44%	\$0	0.00%
412 Gas leak (natural gas or LPG)	1	0.44%	\$0	0.00%
444 Power line down	2	0.88%	\$0	0.00%
461 Building or structure weakened or collapsed	1	0.44%	\$0	0.00%
	5	2.22%	\$0	0.00%
5 Service Call				
510 Person in distress, Other	2	0.88%	\$0	0.00%
542 Animal rescue	1	0.44%	\$0	0.00%
552 Police matter	1	0.44%	\$0	0.00%
554 Assist invalid	3	1.33%	\$0	0.00%
	7	3.11%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	6	2.66%	\$0	0.00%
621 Wrong location	1	0.44%	\$0	0.00%
622 No Incident found on arrival at dispatch	1	0.44%	\$0	0.00%
652 Steam, vapor, fog or dust thought to be	1	0.44%	\$0	0.00%
	9	4.00%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	3	1.33%	\$0	0.00%

LAMARQUE

Incident Type Report (Summary)

Alarm Date Between {01/01/2018} And {01/31/2018}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call				
740 Unintentional transmission of alarm, Other	1	0.44%	\$0	0.00%
745 Alarm system activation, no fire -	1	0.44%	\$0	0.00%
	5	2.22%	\$0	0.00%

Total Incident Count: 225

Total Est Loss:

\$294,200

LAMARQUE

Unit Response Time Analysis

Alarm Date Between {01/01/2018} And {01/31/2018}

Response		Count	Percentage
Hrs	Mins		
	< 01	6	1.8%
	01	3	0.9%
	02	15	4.7%
	03	27	8.5%
	04	51	16.1%
	05	45	14.2%
	06	40	12.6%
	07	21	6.6%
	08	28	8.8%
	09	13	4.1%
	10	24	7.5%
	11	15	4.7%
	12	12	3.7%
	13	6	1.8%
	14	4	1.2%
	15	2	0.6%
	16	2	0.6%
	20	1	0.3%
02	11	1	0.3%

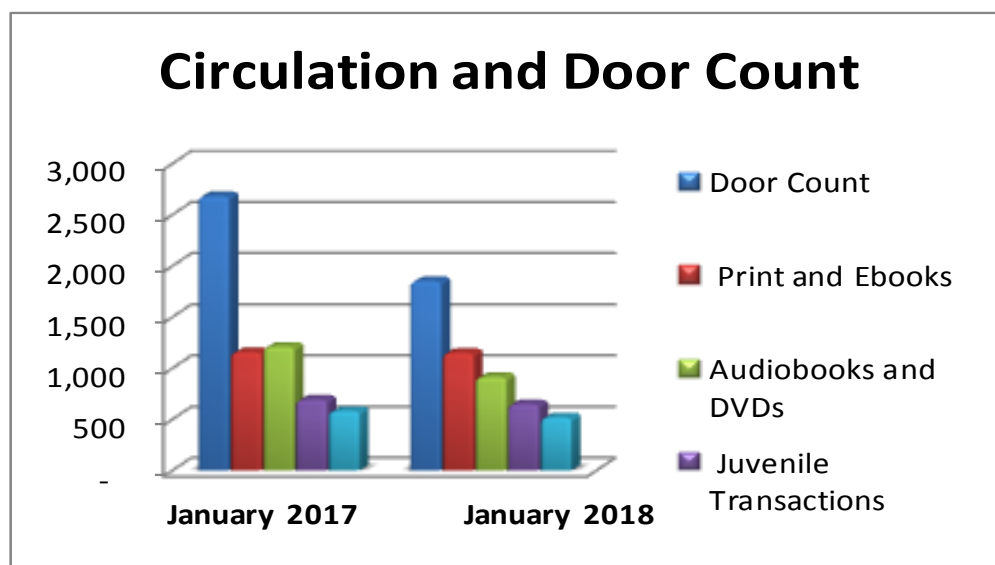
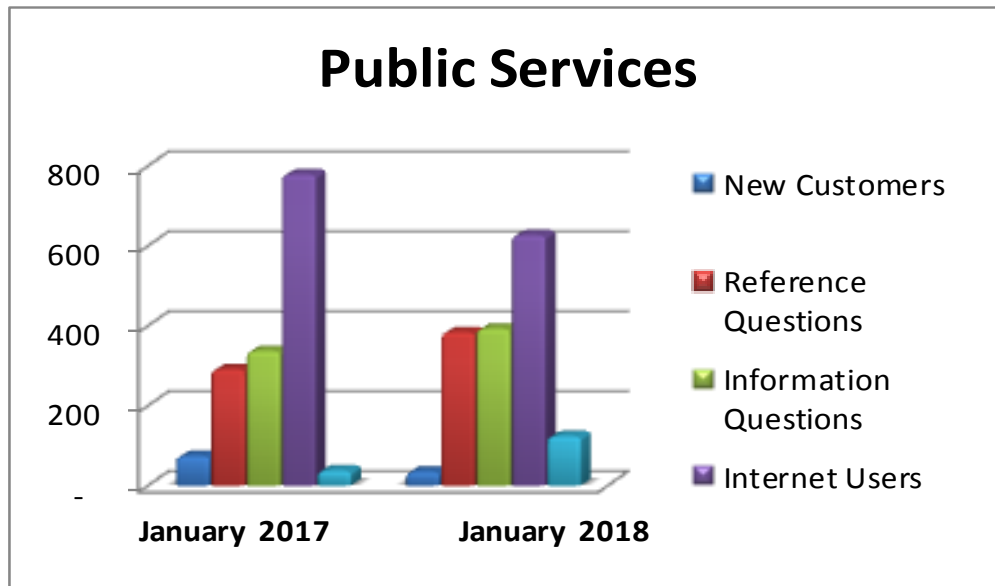
Overall Average Response Time: 00:06:57

LIBRARY DEPARTMENT

La Marque Public Library

January Statistics

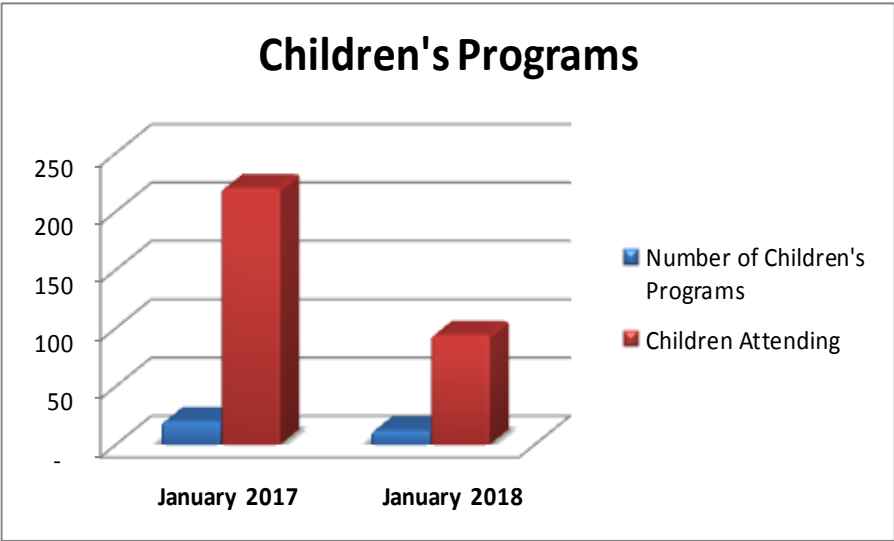
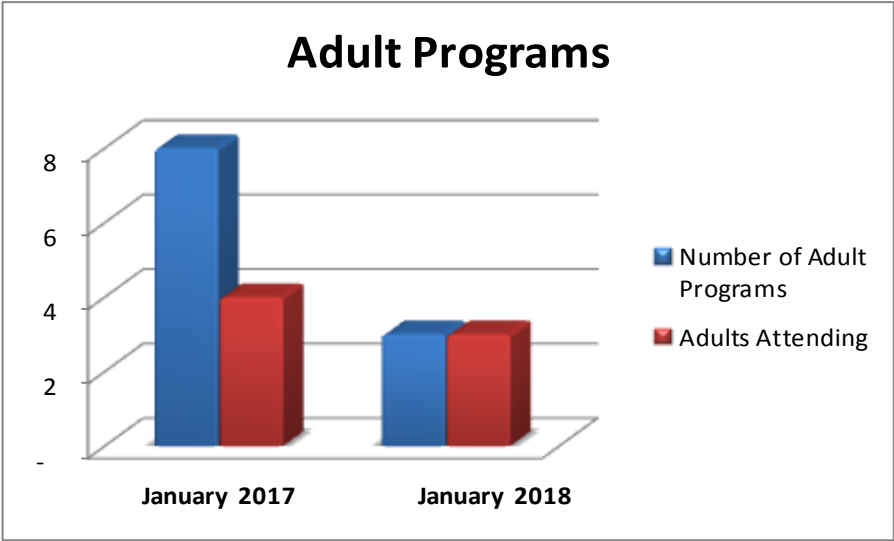
2017—2018 Comparisons



La Marque Public Library

January Statistics

2017—2018 Comparisons



La Marque Public Library

Report for December 29th – January 29th



Mission: La Marque Public Library provides materials and services to help community residents obtain information to meet their personal, educational and professional needs. Special emphasis is placed on supporting students at all academic levels and stimulating 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)

The library is open 39 hours a week.

There were **2,069** visitors this month.

Customers saved **\$29,826** by checking out items at La Marque Public Library.

Staff added **124** new items to the collection this month.

The library issued **35** new cards.

Circulation Statistics

Print and eBooks	1,153
Audiobooks	36
DVDs	880
Total Circulation	2,069
Interlibrary Loans	30

Computer Use

Total logins	627
Total computer time	431 hours
Online catalog searches	1,025

Customers typically use library computers for job searches, completing applications, writing resumes, checking email, doing homework and accessing personal documents such as bank statements, tax and legal forms and proof of insurance. This month, we have seen an increase in questions pertaining to 2017 tax forms which we expect will continue for the remainder of tax season.

Reference

Reference questions	384
Information requests	393

Volunteers

Hours worked	17 hours
---------------------	-----------------

Volunteers helped clean DVDs, shelved and straightened returned books and assisted with program preparation and clean up.

Programming

- **Adult programs** **3**
 - **Attendance** **3**

 - **Children's programs** **12**
 - **Attendance** **94**
-

Meetings and Library Happenings

- Terri Walker attended a monthly La Marque Lions Club meeting and Amy Miller attended weekly meetings with Rotary Club of the Mainland.
- Friends of La Marque Public Library held an informational meeting on January 6. They are looking toward revamping the group by electing new officers and planning more fundraising events to benefit the library. The next meeting is scheduled for February 17.
- Amy attended the monthly meeting of Galveston County Librarians in Texas City on January 9. La Marque will host next month's meeting.
- Terri attended a meeting of Galveston County Children's Librarians on January 10 at Rosenberg Library in Galveston. The group shared information and ideas for planning and implementing an effective summer reading program.
- Amy participated in leadership training with the Management Connection on January 8 and January 22.
- The library held a voting party for this year's Texas Bluebonnet Award books. Participants read and selected their favorites from among this year's nominees. For added effect, a make-shift voter registration booth was set up in the library for children to cast their votes.
- Amy participated in a live online webinar through the Texas State Library and Archives Commission. This training was a refresher course on how to properly complete the annual State Library Report which is required annually from each library in Texas to maintain accreditation.
- Terri Walker and Amy Miller attended an information meeting for the 2018 Leadership Mainland program on January 25 at the Chamber of Commerce. Terri is excited to have been selected to participate in the upcoming class which will begin their regular monthly meetings in February.
- The library closed at noon on Tuesday January 16 and remained closed until 1:00 Wednesday January 17 due to severe weather and dangerous driving conditions from the ice storm.
- The significant decrease in our door count and children's program visits from this time last year is likely due to the temporary closure of La Marque Middle School.

MONTH-TO-YEAR
La Marque Public Library

	MONTHLY TOTALS			YEAR TO DATE TOTALS		
Description	January 2017	January 2018	%Change 2017 vs 2018	January 2017 Previous Year	January 2018 Current Year	% Change 2016 vs 2017
DOOR COUNT	2,684	1,855	-31%	2,684	1,855	-31%
CIRCULATION						
Print and Ebooks	1,159	1,153	-1%	1,159	1,153	-1%
Audiobooks and DVDs	1,212	916	-24%	1,212	916	-24%
Juvenile Transactions	694	652	-6%	694	652	-6%
Materials Used In-house	585	522	-11%	585	522	-11%
PUBLIC SERVICES						
New Customers Registered	74	35	-53%	74	35	-53%
Reference Questions Answered	291	384	32%	291	384	32%
Information Questions Answered	337	393	17%	337	393	17%
Internet Users	779	627	-20%	779	627	-20%
New Items Added	38	124	226%	38	124	226%
PROGRAM ATTENDANCE						
Number of Adult Programs	8	3	-63%	8	3	-63%
Adults Attending	4	3	-25%	4	3	-25%
Number of Teen Programs		-	0%			#VALUE!
Teens Attending		-				#VALUE!
Number of Children's Programs	20	12	-40%	20	12	-40%
Children Attending	220	94	-57%	220	94	-57%
Volunteer Hours	21	17	-19%	21	17	-19%
Inter-Library Loan Requests	33	26	-21%	33	26	-21%

PUBLIC SERVICES

PUBLIC SERVICES ADMINISTRATION

ACTIVITY REPORT

VENISHA HENDERSON

Dec-17	WEEK 1	WEEK 2	WEEK 3	WEEK 4	MONTHLY	DECEMBER
	12/1-12/7	12/8-12/15	12/16-12/23	12/24-12/31		2016
Water Leaks	14	11	15	12	52	36
Sewer Stops	10	13	17	10	50	111
Leak at Meter	1	1	2	1	5	14
Low Pressure / No Water	2	2	3	2	9	10
Dress-Ups	1	1	3	1	6	3
Billing Department	5	7	6	8	30	26
Trash Pick Up	3	3	5	5	16	27
Co-Compliance	1	1	0	0	2	6
Pot Holes	4	6	7	4	21	9
Street Repair	1	2	1	1	5	3
Driveway Repair	0	0	1	0	1	0
Culverts	2	4	3	1	10	12
Drainage/Mowing	10	9	7	8	34	6
Street Signs	1	0	1	1	3	9
Traffic Lights	0	0	1	0	1	3
Street Light Outage	1	3	2	2	8	6
Street Light Request	0	1	1	0	2	0
Director	1	4	5	3	13	22
PW/Utility Dept Supervisors	4	6	5	7	22	14
City Manager	0	1	0	0	1	0
City Hall Admin Assist.	1	1	0	0	1	0
Human Resource	0	1	1	0	2	5
				TOTALS	294	322

Dec-17	WEEK 1	WEEK 2	WEEK 3	WEEK 4	MONTHLY	DECEMBER
	12/1-12/7	12/8-12/15	12/16-12/23	12/24-12/31		2016
City Clerk	0	2	1	0	3	0
Inspections	1	3	2	2	8	6
Animal Control	0	0	0	0	0	10
Mosquito Spray	0	0	0	0	0	0
Locates	4	5	6	1	16	34
LM's	1	0	0	0	1	0
Customer at Window	4	4	8	5	21	28
Community Service	2	3	3	1	9	12
Gas Company	0	0	0	0	0	6
Miscellaneous Calls	11	10	9	8	38	46
				TOTAL	96	142



City of La Marque's
Street Department
 Month of December, 2017

	Projects Started	Projects Completed	Number of Updates	Projects Updated	Man Hours Avg.	Man Hours Total	Man Hours Total - Regular	Man Hours Total - OT
Drainage	2	2	2	2	37.38	75	75	0
Clearing	2	2	2	2	37	75	75	0
	Projects Started	Projects Completed	Number of Updates	Projects Updated	Man Hours Avg.	Man Hours Total	Man Hours Total - Regular	Man Hours Total - OT
PARKS	13	13	13	13	10.69	139	139	0
Parks	13	13	13	13	11	139	139	0
	Projects Started	Projects Completed	Number of Updates	Projects Updated	Man Hours Avg.	Man Hours Total	Man Hours Total - Regular	Man Hours Total - OT
Streets	19	19	20	19	13.84	265	265	0
Brush/DebrisRemoval	4	4	4	4	3	13	13	0
Miscellaneous Work	4	4	4	4	27	108	108	0
Pothole	3	3	3	3	26	77	77	0
Street Sign	4	4	4	4	7	30	30	0
Street Sweeping	1	1	1	1	5	5	5	0
Utility Patch	1	1	2	1	18	18	18	0
View Obstruction	1	1	1	1	8	8	8	0
Weed-Eat/Mowing	1	1	1	1	6	6	6	0
Totals	34	34	35	34	148	479	479	0



City of La Marque's
Utility 22
 Month of December, 2017

	Projects Started	Projects Completed	Number of Updates	Projects Updated	Man Hours Avg.	Man Hours Total	Man Hours Total - Regular	Man Hours Total - OT
Sewer	55	52	53	53	1.18	63	63	0
Back-up	49	46	47	47	1	30	30	0
Clean-out Install	1	1	1	1	7	7	7	0
Clean-out Repair	1	1	1	1	1	1	1	0
Service Repair	4	4	4	4	6	25	25	0
	Projects Started	Projects Completed	Number of Updates	Projects Updated	Man Hours Avg.	Man Hours Total	Man Hours Total - Regular	Man Hours Total - OT
Water	31	27	29	29	3.77	110	110	0
Leak	21	18	19	19	4	74	74	0
Locate	4	4	4	4	1	4	4	0
Pressure	4	4	4	4	2	7	7	0
Tap	1	1	1	1	24	24	24	0
Valve Repair	1	0	1	1	1	1	1	0
Totals	86	79	82	82	47	173	173	0

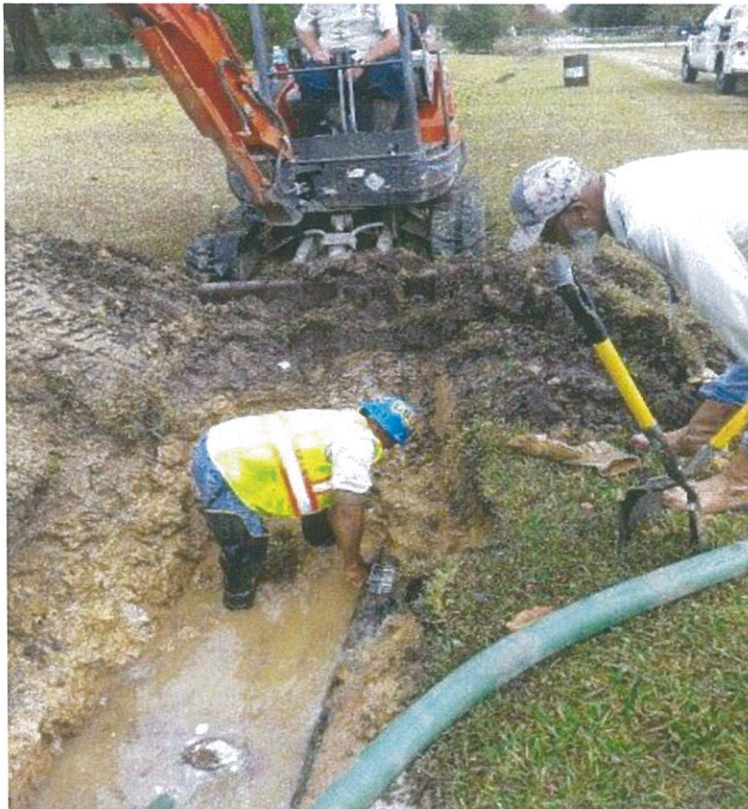
WATER

Water Leak

December 5, 2017

CEMETERY – POINT REPAIR

UT 22 crews completed a point repair on the water main that feeds into the City cemetery.



WATER

Main Break

December 18, 2017

OAK STREET FORCE MAIN

City crews completed a point repair



WATER

Service Line

December 28, 2017

SCOTT ST

City crews completed a service line repair



ANIMAL SERVICES

Galveston County Health District



Animal Services Division
Animal Resource Center - Monthly Report by Jurisdiction

City: La Marque
Month: December 2017
Completed By: Marissa Worsham

ANIMALS:**Incoming Animals: 45**

Incoming Field	23
Incoming Shelter	22

Outgoing Animals-Disposition Method: 41

Adoptions	Foster	Rescued by Group	Redeemed by Citizen	Escaped	Euthanized	Disposal Request by Owner	Quarantine Return	Died in Care
8	3	4	6	0	17	2	0	1

Includes 1
Owner
Request Euth

Euthanasia Breakdown (Does not include the Owner Request Euthanasias)

	Dog	Cat	Other
Aggressive	4		
Behavior Issue	1	1	
Health Condition	6		
Illness	1		
Injured	1		
Time/Space			
Feral Cat		2	
TOTALS	13	3	0

Euthanasia Totals	
Dogs	13
Cats	3
Other	0
Grand Total	16

CALLS: 103**Average Response Time** 0:58 (hours)

	Assist Law Enforcement	Bite Case	Carcass Retrieval	Contained by Citizen/Trap	Other	Sick/Injured	Stray	Transport	Trap Pick Up/Drop Off	Unrestrained/Property	Welfare Check/Neglect	Wildlife Assist
Animal Not Found							18					2
Animal Picked Up	1			3		2	16					11
Citation/Notices Issued							11				2	
Conference w/Owner/Complainant												
Dead on Arrival												
Escaped During Transfer												
Incident Closed			2				7				5	
Other												
Return to Owner												
Trap Set Up/Pick up												
Unable to Capture							3					
Unable to Make Contact											2	
Unfounded Incident											3	
Unresolved												
Veterinarian Appointment								5				
Verbal Warning(s)							9				1	
TOTALS	1	0	2	3	0	2	64	5	0	0	13	13

ADDITIONAL INFORMATION:

Quarantined	1
Citations Issued	6
Notices Issued	12
Registration	1

Galveston County Health District



Animal Services Division
Animal Resource Center - Monthly Report by Jurisdiction

December 2017

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
Bayou Vista	1	0	0	0	0	1	0	0	0	0	0	0
Dickinson	0	1	0	0	0	0	0	0	1	0	0	0
Hitchcock	16	6	0	3	1	7	0	5	1	0	0	0
Kemah	1	0	1	0	1	0	0	0	0	0	0	0
La Marque	23	22	8	3	4	6	0	16	1	2	0	1
Santa Fe	0	4	2	0	0	0	0	0	0	1	0	0
Texas City	93	94	68	9	46	31	0	34	2	1	0	1
Tiki Island	1	0	0	0	0	0	0	1	0	0	0	0
Unincorporated	48	54	33	4	19	11	0	27	5	3	0	0
Totals	183	181	112	19	71	56	0	83	10	7	0	2

Euthanasia Breakdown

Jurisdiction	Aggressive			Behavior Issue			Health Condition			Illness			Injured			Time/Space			Feral Cat
	Dog	Cat	Other	Dog	Cat	Other	Dog	Cat	Other	Dog	Cat	Other	Dog	Cat	Other	Dog	Cat	Other	
Bayou Vista																			
Hitchcock				2			1	1											1
Kemah																			
La Marque	4			1	1		6			1			1						2
Texas City	6			6	4		5			1	5								7
Tiki Island																			1
Unincorporated	2			2	1		2			1	7		1			1			10
Totals	12	0	0	11	6	0	14	1	0	3	12	0	2	0	0	1	0	0	21

Euthanasia Totals	
Dogs	43
Cats	40
Other	0
Grand Total	83

ACO Activities with Reasons

Jurisdiction	Calls Received	Avg Response Time	Assist Law Enforcement	Bite Reports	Carcass Retrieval	Contained by Citizen or Trap	Other	Sick or Injured	Stray	Transport	Trap Drop off/Pick up	Unrestrain/Property	Welfare Check or Neglect	Wildlife Assist
Bayou Vista	2	1:10	0	1	0	0	0	0	0	0	0	0	0	1
Hitchcock	32	1:12	0	1	0	1	0	0	21	0	0	0	7	2
Kemah	1	0:39	0	0	0	0	0	0	1	0	0	0	0	0
La Marque	103	0:58	1	0	2	3	0	2	64	5	0	0	13	13
Texas City	15	0:18	0	0	0	0	0	0	0	15	0	0	0	0
Tiki Island	1	0:00	0	0	0	1	0	0	0	0	0	0	0	0
Unincorporated	132	1:02	0	4	0	17	0	3	79	4	0	0	18	7
Totals	286	0:59	1	6	2	22	0	5	165	24	0	0	38	23

Additional Information

Jurisdiction	Quarantines	Citations Issued	Notices Issued	Registration
Bayou Vista	1	0	0	0
Hitchcock	1	0	5	4
Kemah	0	0	0	0
La Marque	1	6	12	1
Texas City	5	0	0	13
Tiki Island	0	0	0	0
Unincorporated	3	21	18	4
Totals	11	27	35	22

Notes:

Physical Count of animals at ARC on 12/31/17: 221

FINANCIALS



City of La Marque
Budget vs Actual
December 2017

General Fund		December	December	Year To Date	Benchmark	Year To Date	Change
Revenues:	Budget	FY 2018	FY 2017	FY 2018	25%	FY 2017	%
Property Taxes	3,590,211	1,647,707.35	1,329,124.87	2,006,951.71	56%	1,621,741.08	24%
Sales Tax	3,775,372	325,407.74	286,331.34	325,407.74	9%	286,339.88	14%
Franchise Fees	866,000	42.34	5.19	14,541.65	2%	24,886.92	-42%
Other Taxes	94,000	94.65	224.85	142.20	0%	341.40	-58%
Licenses and Permits	320,600	354,276.05	36,214.00	411,013.10	128%	357,815.20	15%
Fines and Forfeits	721,100	48,445.77	48,458.31	184,071.04	26%	148,689.18	24%
Charges for Services	100,950	6,276.81	9,052.89	30,642.27	30%	44,649.57	-31%
Fire and Ambulance Services	432,000	29,020.75	44,482.08	93,762.46	22%	111,697.24	-16%
Investment Earnings	40,000	4,918.79	3,120.15	13,184.11	33%	8,825.60	49%
Miscellaneous Revenues	1,000	2,183.81	1,272.88	2,945.01	295%	3,807.09	-23%
Reimbursements	62,000	-	-	-	0%	-	#DIV/0!
Intergovernmental	87,256	16,464.60	-	9,690.85	11%	-	#DIV/0!
General Fund - Total Revenues	10,090,489	\$ 2,434,838.66	\$ 1,758,286.56	\$ 3,092,352.14	31%	\$ 2,608,793.16	16%
Expenditures:		December	December	Year To Date	Benchmark	Year To Date	Change
General Government Division	Budget	FY 2018	FY 2017	FY 2018	25%	FY 2017	%
Administration	518,844	34,099.63	30,710.84	108,280.47	21%	89,861.60	20%
Finance	443,128	50,473.44	37,398.71	100,241.53	23%	92,990.28	8%
Inspection	384,762	27,438.40	72,099.75	84,261.64	22%	126,714.27	-34%
Code Compliance	283,483	6,041.28	-	18,814.71	7%	-	#DIV/0!
Judicial	378,672	21,994.84	18,311.37	51,353.37	14%	57,192.48	-10%
City Clerk	176,163	7,916.56	7,393.37	26,290.02	15%	23,326.95	13%
Library	262,596	20,067.17	19,718.80	52,482.01	20%	52,664.55	0%
Information Technology	186,778	16,959.47	16,245.45	40,623.14	22%	36,526.12	11%
Fund Expenditures	1,781,709	32,630.97	34,290.70	194,589.12	11%	195,707.37	-1%
	4,416,135	\$ 217,621.76	\$ 236,168.99	\$ 676,936.01	15%	\$ 674,983.62	0%
Public Safety Division	Budget	December	December	Year To Date	Benchmark	Year To Date	Change
	Budget	FY 2018	FY 2017	FY 2018	25%	FY 2017	%
Police	3,715,940	313,013.11	257,643.55	826,741.10	22%	685,532.48	21%
Animal Control	106,784	-	24,921.25	-	0%	24,921.25	-100%
Emergency Management	14,727	-	647.14	360.72	2%	954.49	-62%
Fire/EMS	2,087,657	133,773.56	149,252.00	402,494.58	19%	417,129.76	-4%
Fire Marshal	0	-	-	-	#DIV/0!	-	
Subtotal of PSD Expenditures	5,925,109	\$ 446,786.67	\$ 432,463.94	\$ 1,229,596.40	21%	1,128,537.98	8%



City of La Marque
Budget vs Actual
December 2017

		December	December	Year To Date	Benchmark	Year To Date	Change
Public Works Division	Budget	FY 2018	FY 2017	FY 2018	25%	FY 2017	%
Parks	0	-	-	-	#DIV/0!	-	#DIV/0!
Shop/Service	0	-	-	-	#DIV/0!	-	#DIV/0!
PW Admin	0	-	-	-	#DIV/0!	-	#DIV/0!
Street	825,672	(456,659.24)	49,031.08	150,965.74	18%	136,513.79	11%
Subtotal of PWD Expenditures	825,672	\$ (456,659.24)	\$ 49,031.08	\$ 150,965.74	18%	\$ 136,513.79	10%
General Fund - Total Expenditures	11,166,916	\$ 207,749.19	\$ 717,664.01	\$ 2,057,498.15	18%	\$ 1,940,035.39	6%
Revenues over Expenditures	(1,076,427)	\$ 2,227,089.47	\$ 1,040,622.55	\$ 1,034,853.99		\$ 668,757.77	
Beginning Unassigned Fund Balance:				4,432,489.37			
Ending Fund Balance:				5,467,343.36			

*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.



City of La Marque
Budget vs. Actual
December 2017

Utility Fund		Budget	December FY 2018	December FY 2017	Year To Date FY 2018	Benchmark 25%	Year To Date FY 2017	Change %
Revenues:								
Operating Revenue		4,027,800	333,501.64	(1,807,968.92)	1,032,492.99	26%	1,072,023.82	-4%
Other Revenue		496,400	58,180.01	47,857.29	76,014.96	15%	72,260.46	5%
Utility Fund - Total Revenues		4,524,200	\$ 391,681.65	\$ (1,760,111.63)	\$ 1,108,507.95	25%	\$ 1,144,284.28	-3%
Expenditures:								
UB/Accounting		315,290	20,871.25	18,541.42	47,433.00	15%	51,600.05	-8%
Utility Line Maint		809,496	49,818.70	33,958.35	136,853.03	17%	94,008.57	46%
Water & Sewer Operations		2,987,091	78,817.80	177,952.76	176,930.61	6%	374,233.39	-53%
Debt Service		414,133	-	-	80,403.85	19%	76,830.34	5%
Storm Water		16,625	-	-	(1,620.00)	-10%	-	#DIV/0!
Fund Expenditures		981,196	18,409.31	8,369.46	137,547.62	14%	131,832.17	4%
Utility Fund - Total Expenditures		5,523,831	\$ 167,917.06	\$ 238,821.99	\$ 577,548.11	10%	\$ 728,504.52	-26%
Revenues over Expenses		(999,631)	223,764.59	(1,998,933.62)	530,959.84		415,779.76	
Cash and Cash Equivalent Balance as of 12/31/17:					10,353,230.86			

*Note: Cash and Cash Equivalent includes 2016 CO Utility projects which resulted from audit adj journal entries from year end 2016.

*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.



CITY OF LA MARQUE
Budget vs. Actual
December 2017

Debt Service		Budget	December FY 2018	December FY 2017	Year To Date FY 2018	Benchmark 25%	Year To Date FY 2017	Change %
Revenues:								
Property Taxes		414,043	181,511.04	243,593.95	223,388.75	54%	296,958.01	-25%
Other Revenue		1,000	721.44	478.40	2,185.46	219%	1,368.10	60%
Debt Service Fund - Total Revenues		415,043	\$ 182,232.48	\$ 244,072.35	\$ 225,574.21	54%	\$ 298,326.11	-32%
Expenditures:								
Debts		613,043	-	-	60,855.53	10%	57,959.73	5%
Others (transfers)		0	-	-	-	#DIV/0!	-	#DIV/0!
Debt Service Fund - Total Expenditures		613,043	\$ -	\$ -	\$ 60,855.53	10%	\$ 57,959.73	5%
Revenues over Expenditures		(198,000)	182,232.48	244,072.35	164,718.68		240,366.38	
Beginning Balance:					703,909.00			
Ending Balance:					868,627.68			

*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.



CITY OF LA MARQUE
Budget vs. Actual
December 2017

HOT Fund		December	December	Year To Date	Benchmark	Year To Date	Change
Revenues:		FY 2018	FY 2017	FY 2018	25%	FY 2017	%
Budget							
Occupancy Tax Collected	100,000	(10,738.56)	3,436.82	12,769.56	13%	24,371.68	-48%
Other Revenue	500	537.71	425.49	1,727.76	346%	1,216.79	42%
HOT Fund - Total Revenues	100,500	(10,200.85)	3,862.31	14,497.32	14%	25,588.47	-77%
Expenditures:		December	December	Year To Date	Benchmark	Year To Date	Change
Budget		FY 2018	FY 2017	FY 2018	25%	FY 2017	%
Interconnect Transit System	40,000	4,843.34	2,416.00	4,843.34	12.11%	4,837.67	0%
PROFESSIONAL FEES	50,000	-	-	-	0.00%	-	#DIV/0!
Promotional within CLM	3,000	-	-	-	0.00%	-	#DIV/0!
COLM PROMOTIONS	0	-	-	-	#DIV/0!	-	#DIV/0!
BAYOU FEST	126,353	5,917.38	4,523.71	101,704.91	80.49%	69,844.32	46%
CHRISTMAS EVENT	60,453	2,552.18	5,949.87	9,472.18	15.67%	6,849.87	38%
MWL-SPONSORSHIP	50,000	-	-	40,000.00	80.00%	15,000.00	167%
WREATH ACROSS AMERICA	3,750	2,982.00	-	2,982.00	79.52%	2,505.00	19%
CITY PROMOTION - TC-LM C OF C	25,000	-	-	-	0.00%	-	#DIV/0!
	368,556	\$ 16,294.90	\$ 12,889.58	\$ 159,002.43	43.14%	\$ 99,036.86	38%
	(268,056)	(26,495.75)	(9,027.27)	(144,505.11)		(73,448.39)	
Beginning Fund Balance:				627,439.00			
Ending Fund Balance:				482,933.89			

*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.



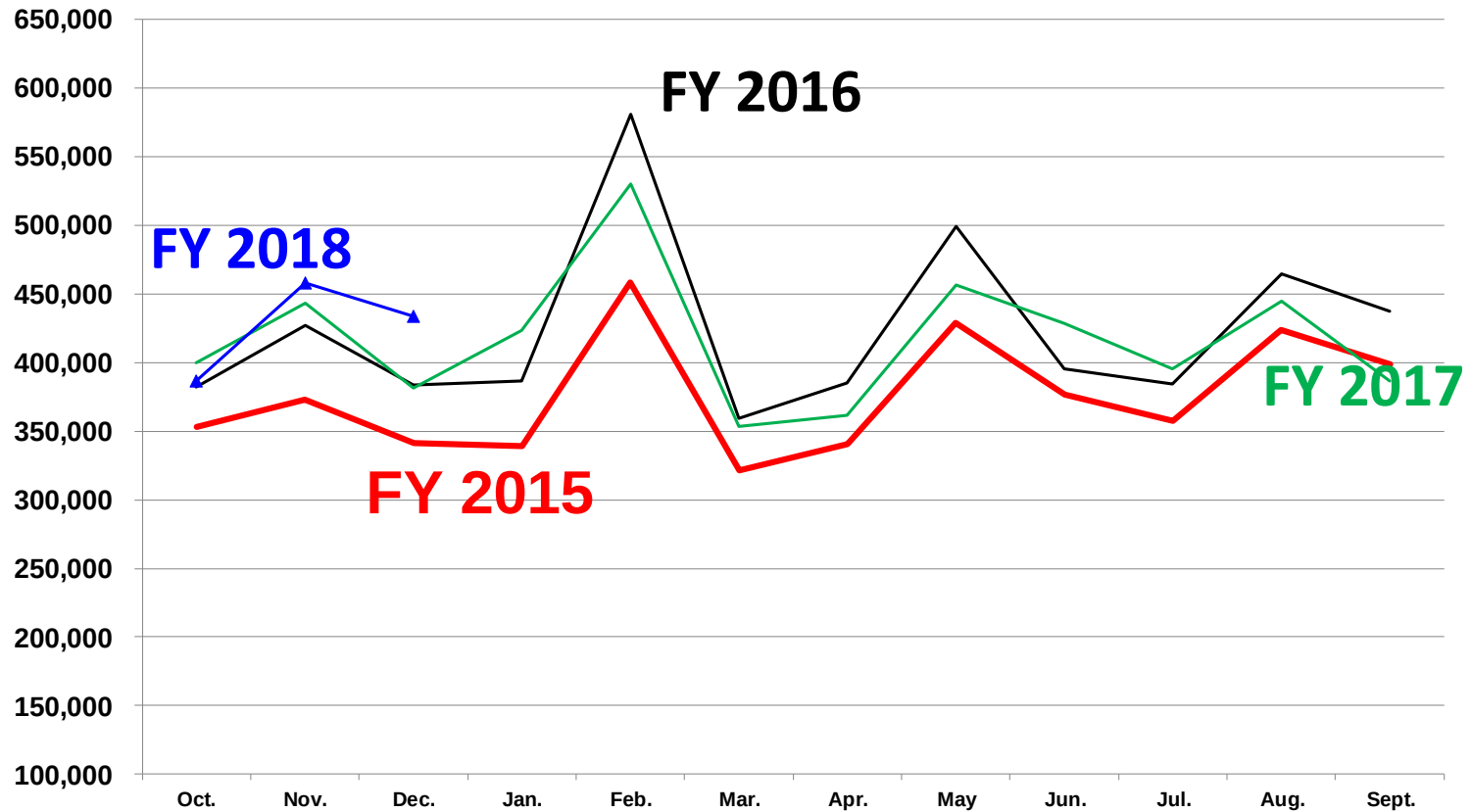
CITY OF LA MARQUE
Cash and Investments
As of 12/31/17

Funds	Amounts
General Fund	6,334,402.22
Utility Fund	10,353,230.86
Utility Restricted Investment	269,524.85
Westside Construction Fund	28,088.75
Equipment Replacement Fund	151,478.74
Library Fund	3,845.08
PD Child Outreach Program	6,228.39
Hotel Motel Fund	505,946.38
Drug Seizure Fund	99,177.34
Home Program Grant	38,552.46
Debt Service Fund	862,340.84
Utility Debt Service Fund	0.00
PID Funds	88,363.56
EDC	6,394,858.20
Equipment Maintenance Fund	33,829.28
CDBG Grant	0.00
CDBG Disaster	(500.00)
2005 CO Capital Projects	119,706.28
2007 CO Capital Projects	677,648.05
2016 CO Capital Projects	(644,599.96)
Section 8 Housing Grant	136,044.45
Sanitation	349,396.06
Disasters Fund	(509,063.64)
Parks Fund	34,813.47
Court Technology	36,158.94
Court Security	64,230.84
Child Safety	46,448.89
LEOSE Training Fund	17,666.30
Health Reimbursement Account	(1,294.00)
Clean City Fund	36,190.53
PEG	100,624.86
Donations Fund	288,064.19
Cemetery Fund	12,142.76
Fire Reserve	92,082.17
Library Grants Fund	2,200.84
Capital Improvements	188,679.19
Risk Management Fund	69,797.94
	<u>26,286,305.11</u>

*Note-Cash and investments excluded amounts held in GCWA



SALES TAX REVENUES





SALES TAX COLLECTIONS

	2014-15	2015-16	2016-17	2017-18	Variance	% Change
Oct	353,446	382,100	399,923	386,547	(13,376)	(3)
Nov	372,772	427,185	443,698	457,786	14,088	3
Dec	341,659	383,466	381,766	433,865	52,099	14
Jan	339,457	386,841	423,367			
Feb	458,158	581,276	529,986			
Mar	321,205	359,310	353,761			
Apr	340,790	385,191	361,873			
May	429,148	499,495	456,875			
Jun	376,517	395,553	428,737			
Jul	357,680	384,375	395,665			
Aug	423,549	464,888	445,142			
Sept	<u>398,631</u>	<u>437,586</u>	<u>386,547</u>			
Total	<u>\$4,513,052</u>	<u>\$5,087,267</u>	<u>5,007,340</u>	<u>1,278,198</u>	<u>52,810</u>	<u>4</u>



FINANCIAL HIGHLIGHTS

December 31, 2017

GENERAL FUND

REVENUES (Overall increased by 16% excluding one-time permit payment of \$264,015 received last year):

- Property taxes increased by 24% mainly due to new Tax Reform passed by Congress.
- Sales tax increased by 14%.
- Gulf Greyhound Parks admission fees continued to decrease from \$341 to \$142 this year.
- Licenses and permits revenues increased 15% excluding the one-time pipeline permit.
 - o Building permits decreased from \$90,098 to \$66,161.
 - o Plan review fees decreased from \$14,546 to \$10,712.
 - o Coin operated machine licenses increased from \$256,575 to \$342,480.
- Fines and forfeitures increased 24% mainly due to code violations.
- Fire and ambulance service revenues decreased by 16%.
 - o Ambulance services decreased from \$102,972 to \$88,827.
- Interest revenue increased from \$8,826 to \$13,184.

EXPENDITURES (Overall increased by 6%).

- Administration-increased by 20% mainly due to professional services.
- Council travel increased from \$2,245 to \$5,422.
- Police- increased 21% mainly due to Collective Bargaining personnel related expenditure.
- Public Services-increased by 10% mainly due to repairs and maintenance of streets, building, and equipment.



FINANCIAL HIGHLIGHTS

December 31, 2017

UTILITY FUND

Revenues overall decreased by 3%:

- Investment interest increased from \$9,572 to \$18,155.
- Discharge agreements increased from \$28,919 to \$47,600.

Expenses overall declined by 26%.

- Water and Sewer Operations-decreased by 53% mainly due to timing of payment to GCWA for purchased water.

Note: *As of 2/5/18, not all activities related to fiscal year 2017 were received and posted. Financial information is based on “current status” in our financial system. Fiscal year 2017 data has not been audited as of this point.*

LA MARQUE ECONOMIC DEVELOPMENT CORPORATION
COMBINED INCOME STATEMENT
FISCAL YEAR 2017-18
FOR THE PERIOD ENDED DECEMBER 31, 2017

	BUDGET	YEAR TO DATE	%
<u>REVENUES:</u>			
1/2 Cent Sales Tax	\$ 1,100,000	109,377	10
Inside La Marque ads	\$ 5,000	1,000	20
Insurance Proceeds	-	-	-
Interest / Investments	5,000	11,633	233
Sale of Assets	-	-	-
Miscellaneous Income	-	-	-
Miscellaneous Donations	-	-	-
TOTAL REVENUES:	1,110,000	122,010	\$ 11

OPERATING EXPENSES:

City Supported:

Operating Supplies	9,333	634	7
Postage	-	30	-
Janitorial Supplies	5,040	420	8
General Insurance	5,000	-	-
Communications	10,000	207	2
Utilities	4,975	299	6
Accounting Services	35,000	-	-
Clerical Services	2,000	-	-
Total City Supported	71,348	1,590	2

General Operating:

Uniforms, Maint & Safety Gear	-	-	-
R & M - Facilities*	100,000	91	0
R & M - Equipment	-	-	-
Rentals	667	173	-
Professional Fees*	200,000	30,350	15
Executive Director and staff	240,053	46,698	19
Advertising & Promotion	110,000	28,136	26
Travel - Education & Training	17,500	406	2
Dues, Memberships, & Subscriptions	8,000	2,130	27
Ad Valorem taxes	-	(368)	#DIV/0!
Grants*	162,432	1,500	1
Public Improvements	75,000	-	-
Mowing - Landscaping / Maintenance*	25,000	2,358	9
Total General Operating	938,652	111,474	12

Capital Expenditures:

Buildings, Furniture & Fixtures, Land			#DIV/0!
Land	100,000	-	-
Total Capital Expenditures	100,000	-	-

Prepared By:
Suzy Kou

Approved By:

LA MARQUE ECONOMIC DEVELOPMENT CORPORATION
COMBINED INCOME STATEMENT
FISCAL YEAR 2017-18
FOR THE PERIOD ENDED DECEMBER 31, 2017

TOTAL EXPENSES:	1,110,000	113,064	10
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REVENUES OVER(UNDER) EXPENSES:	\$ (0)	\$ 8,946	
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	Parks			Clean City		
Total Donations Received	Correct Allocation	Actual Payment	Over / (Under) Payment	Correct Allocation	Actual Payments	Over / (Under) Payment
1,442.00	721.00	721.00	0.00	721.00	721.00	0.00
906.00	453.00	453.00	0.00	453.00	453.00	0.00
374.00	187.00	187.00	0.00	187.00	187.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00
\$ 2,722.00	\$ 1,361.00	\$ 1,361.00	0.00	\$ 1,361.00	\$ 1,361.00	0.00

\$34,595.08

Donations	187.00
Additional donations	
Interest on Investments-Dec 2017	31.39
Total Revenues	\$218.39

Date/ Vendor	Description
	Total Expenses
	\$0.00

\$34,813.47



**CITY OF LA MARQUE
CLEAN CITY FUND
December 2017**

DONATIONS

	Total Donations Received	Parks			Clean City		
		Correct Allocation	Actual Payment	Over / (Under) Payment	Correct Allocation	Actual Payments	Over / (Under) Payment
October 2017	1,442.00	721.00	721.00	0.00	721.00	721.00	0.00
November 2017	906.00	453.00	453.00	0.00	453.00	453.00	0.00
December 2017	374.00	187.00	187.00	0.00	187.00	187.00	0.00
January 2018		0.00	0.00	0.00	0.00	0.00	0.00
February 2018		0.00	0.00	0.00	0.00	0.00	0.00
March 2018		0.00	0.00	0.00	0.00	0.00	0.00
April 2018		0.00	0.00	0.00	0.00	0.00	0.00
May 2018		0.00	0.00	0.00	0.00	0.00	0.00
June 2018		0.00	0.00	0.00	0.00	0.00	0.00
July 2018		0.00	0.00	0.00	0.00	0.00	0.00
August 2018		0.00	0.00	0.00	0.00	0.00	0.00
September 2018		0.00	0.00	0.00	0.00	0.00	0.00
	\$ 2,722.00	\$ 1,361.00	\$ 1,361.00	0.00	\$ 1,361.00	\$ 1,361.00	0.00

BEGINNING CASH & INVESTMENT BALANCE 11/30/2017

\$36,148.76

REVENUES

Donations	187.00
Interest on Investments-Dec 2017	37.77
Total Revenues	\$224.77

EXPENSES

<u>Date/ Vendor</u>	<u>Description</u>	
12/07/2017 Roy Robinson	KLMB	130.00
12/7/2017 Office Depot	Printing of flyers for Bayou Fest	63.00
12/14/2017 Creative and Cassco Signs	Metal frame-KLMB Yard of the Month	40.00
	Total Expenses	\$233.00

Unclaimed cks

ENDING CASH & INVESTMENT BALANCE 12/31/2017

\$36,140.53



City of La Marque

Balance Sheet

CEMETERY FUND

December 31, 2017

Assets

Current assets:	Fiscal Year 2017	Fiscal Year 2018
Cash	265.63	10,067.96
Investments	2,035.41	2,074.80
Inventories	-	-
Accounts receivable	-	-
Pre-paid expenses	-	-
Other	-	-
Total current assets	2,301.04	12,142.76

Total assets

2,301.04

12,142.76

Liabilities and Fund Balance

Current liabilities:	Fiscal Year 2017	Fiscal Year 2018
Accounts payable		
Other	-	-
Total current liabilities	-	-

Fund Balance:	Fiscal Year 2017	Fiscal Year 2018
Available Fund Balance	3,811.50	12,989.90
Current Year Revenue/Expenses	(1,510.46)	(847.14)
Total Fund Balance	2,301.04	12,142.76

Total liabilities and Fund Balance

2,301.04

12,142.76



CITY OF LA MARQUE CEMETERY FUND

Fiscal Year 2017-18

Budget vs Actual Revenues and Expenditures December 2017

Accounts	Descriptions	Budget 2017-18	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	0.00	2.20	6.56	(6.56)
89-3630-00-00	Administrative fees	0.00			0.00
89-3807-00-00	Donations	0.00	920.00	920.00	(920.00)
89-9001-00-00	Transfer in from General Fund	24,400.00	0.00		24,400.00
	Total Revenues	24,400.00	922.20	926.56	23,473.44
Expenditures					
89-4048-00-00	Wreath Across America		(60.00)	(60.00)	60.00
89-4049-00-00	Cemetery Board Expenditure	24,525.00	700.00	1,833.70	22,691.30
	Total Expenditures	24,525.00	640.00	1,773.70	22,751.30
Revenues over (under) Expenditures		(125.00)	282.20	(847.14)	722.14

Pay Type -		Overtime	Pay Type History Report					
Fund Number -		1	GENERAL FUND		Department Number -		3	DEVELOPMENTAL SERVICES
Employee Number		Employee Name		Check Date	Check Number	Units	Pay Rate 1	Ovr Amt
								Amount
								Account Compressed
20128		SUSSIE SUTTON		12/22/17	73363	1.00		25.24
Total for Employee						1.00		25.24
Total for Program -		DEVELOPMENTAL SERVICES				1.00		25.24
Total for Department -		3 DEVELOPMENTAL SERVICES				1.00		25.24
40128		SHEILA MAYA		12/08/17	73248	4.25		73.31
40128		SHEILA MAYA		12/22/17	73367	1.75	N	37.39
Total for Employee						6.00		110.70
Total for Program -		JUDICIAL				6.00		110.70
Total for Department -		4 JUDICIAL				6.00		110.70
50193		TROY ANDERS		12/08/17	73273	12.25		484.93
Total for Employee						12.25		484.93
50186		EVELYN ARREDONDO		12/22/17	73386	12.00		513.34
Total for Employee						12.00		513.34
50240		BRANDI ATCHLEY		12/08/17	73291	12.00		298.44
Total for Employee						12.00		298.44
50163		ANDREW BEST		12/08/17	73263	28.00		1,263.36
50163		ANDREW BEST		12/22/17	73382	7.00		311.93
Total for Employee						35.00		1,575.29
50191		DASHIELL CANTU		12/08/17	73271	5.00		195.73
Total for Employee						5.00		195.73
50148		TINA CRAWFORD		12/08/17	73258	36.00		1,326.08
50148		TINA CRAWFORD		12/22/17	73378	30.00		1,078.07
Total for Employee						66.00		2,404.15
50202		MATTHEW CYPERT		12/08/17	73277	12.00		459.90
Total for Employee						12.00		459.90
50227		ALISA ESPITIA		12/08/17	73284	12.00		393.57
50227		ALISA ESPITIA		12/22/17	73405	4.00		132.08
Total for Employee						16.00		525.65
50237		ANGEL FONTENOT		12/08/17	73288	12.00		298.44

praptrp2 City of La Marque
 Pay Type - 0 Overtime
 Fund Number - 1 GENERAL FUND

skou
 Pay Type History Report

12/30/17 22:21

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
Total for Employee				12.00			298.44	
50160	FORREST GANDY	12/08/17	73261	7.00			397.07	
50160	FORREST GANDY	12/22/17	73380	10.00			567.24	
Total for Employee				17.00			964.31	
50139	RICHARD GARCIA	12/08/17	73255	12.00			740.99	
50139	RICHARD GARCIA	12/22/17	73375	4.00			247.66	
Total for Employee				16.00			988.65	
50176	JESSE GUZMAN	12/08/17	73266	8.75			359.55	
50176	JESSE GUZMAN	12/22/17	73385	1.25			51.36	
Total for Employee				10.00			410.91	
50192	RICHARD HERNANDEZ	12/22/17	73391	5.00			211.15	
Total for Employee				5.00			211.15	
50205	KELLIE LADD	12/08/17	73280	18.50			685.29	
50205	KELLIE LADD	12/22/17	73399	24.00			889.02	
Total for Employee				42.50			1,574.31	
502234	STEPHEN LEACROY	12/08/17	73292	12.00			418.55	
Total for Employee				12.00			418.55	
50228	CALI MEDELLIN	12/08/17	73285	2.00			60.48	
Total for Employee				2.00			60.48	
50188	DANIEL O'CONNOR	12/08/17	73269	10.50			405.89	
50188	DANIEL O'CONNOR	12/22/17	73388	2.00			77.72	
Total for Employee				12.50			483.61	
50203	MICHAEL RAMSEY	12/08/17	73278	17.75			788.87	
Total for Employee				17.75			788.87	
50161	GILBERTO RODRIGUEZ	12/08/17	73262	12.00			695.74	
Total for Employee				12.00			695.74	
50165	SHELBY SAMUELSON	12/08/17	73264	15.00			831.76	
50165	SHELBY SAMUELSON	12/22/17	73383	1.25			69.31	
Total for Employee				16.25			901.07	
50196	JOSE SANTOS	12/08/17	73274	15.25			629.59	
50196	JOSE SANTOS	12/22/17	73393	7.00			274.74	
Total for Employee				22.25			904.33	
50197	BRITTANY SMITH	12/08/17	73275	7.00			259.50	
50197	BRITTANY SMITH	12/22/17	73394	10.00			371.64	
Total for Employee				17.00			631.14	

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 Pay Type - 0 Overtime
 Fund Number - 1 GENERAL FUND

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Department Number - 5 POLICE Program Number - POLICE

Employee Number	Employee Name	Check Date	Check Number	Units	Pay Rate 1	Ovr Amt	Amount	Account Compressed
50038	CHAD WAGGONER	12/22/17	73370	11.00			730.19	
Total for Employee				11.00			730.19	
Total for Program - POLICE				395.50			16,519.18	
Total for Department - 5 POLICE				395.50			16,519.18	
60117	MICHAEL CARLSON	12/22/17	73423	3.50			148.48	
Total for Employee				3.50			148.48	
60115	ZACHERY HON	12/08/17	73299	24.00			898.70	
60115	ZACHERY HON	12/22/17	73422	3.50			131.06	
Total for Employee				27.50			1,029.76	
60132	JODY MARTINEZ	12/22/17	73433	8.00			206.10	
Total for Employee				8.00			206.10	
60123	JAMES MATTHEWS	12/08/17	73303	24.00			608.04	
Total for Employee				24.00			608.04	
60130	CHASITY PORTER	12/22/17	73431	1.00			29.36	
Total for Employee				1.00			29.36	
60119	TONY WRIGHT	12/08/17	73301	1.00			36.92	
Total for Employee				1.00			36.92	
60086	IRA YARDLEY	12/22/17	73418	24.00			911.41	
Total for Employee				24.00			911.41	
Total for Program - FIRE				89.00			2,970.07	
Total for Department - 6 FIRE				89.00			2,970.07	
240122	EUSTACIO GONZALES	12/08/17	73326	6.00			150.76	
240122	EUSTACIO GONZALES	12/22/17	73449	23.00			577.91	
Total for Employee				29.00			728.67	
120134	DENNIS HENDERSON	12/22/17	73443	.50		N	11.11	
Total for Employee				.50			11.11	
220146	MARCEZE JONES	12/22/17	73448	4.00			65.94	
Total for Employee				4.00			65.94	

Pay Type - O Overtime		Pay Type History Report						
Fund Number - 1 GENERAL FUND		Department Number - 12 PUBLIC SERVICES		Program Number - PUBLIC SERVICES				
Employee Number	Employee Name	Check Date	Check Number	Units	Pay Rate 1	Ovr Amt	Amount	Account Compressed
120089	CLAUDE LACY	12/22/17	73441	.50		N	11.36	
Total for Employee				.50			11.36	
120120	JOSEPH MOSE	12/22/17	73442	.50		N	14.30	
Total for Employee				.50			14.30	
120154	ROY ROBINSON	12/22/17	73444	.50		N	10.16	
Total for Employee				.50			10.16	
120157	JARED WILSON	12/08/17	73322	44.75			802.28	
Total for Employee				44.75			802.28	
Total for Program - PUBLIC SERVICES				79.75			1,643.82	
Total for Department - 12 PUBLIC SERVICES				79.75			1,643.82	
Total for Fund - 1 GENERAL FUND				571.25			21,269.01	
220135	ERNEST DICKEY	12/22/17	73462	7.30			159.31	
Total for Employee				7.30			159.31	
220138	BRODERICK FRANK	12/08/17	73340	30.00			537.84	
Total for Employee				30.00			537.84	
220102	RODNEY GAMBLE	12/08/17	73336	8.00			199.99	
220102	RODNEY GAMBLE	12/22/17	73459	15.00		N	431.37	
Total for Employee				23.00			631.36	
220143	RYAN JONES	12/08/17	73342	19.00			340.63	
220143	RYAN JONES	12/22/17	73465	43.25		N	878.73	
Total for Employee				62.25			1,219.36	
220147	ELBITH MARTIN	12/22/17	73467	11.75		N	210.62	
Total for Employee				11.75			210.62	
240134	BRADLEY SPEIGHTS	12/08/17	73345	17.00		N	304.73	
240134	BRADLEY SPEIGHTS	12/22/17	73468	9.00		N	182.86	
Total for Employee				26.00			487.59	
220145	DAVION WATTS	12/22/17	73466	1.00		N	20.32	
Total for Employee				1.00			20.32	
Total for Program - UTILITY LINE MAINTENANCE				161.30			3,266.40	

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	
Total for Department - 22 UTILITY LINE MAINTENANCE				161.30			3,266.40		
240131	PAUL BERNARD	12/08/17	73350	2.00			42.00		
Total for Employee				2.00			42.00		
100013	TYRONE GRIFFIN	12/22/17	73469	4.75		N	98.24		
Total for Employee				4.75			98.24		
120152	SHANE IRISH	12/08/17	73347	16.50			296.41		
120152	SHANE IRISH	12/22/17	73470	4.75		N	96.51		
Total for Employee				21.25			392.92		
240101	RONALD REED	12/08/17	73348	27.50			711.81		
240101	RONALD REED	12/22/17	73471	25.25			653.57		
Total for Employee				52.75			1,365.38		
Total for Program - WATER AND WASTEWATER OPER				80.75			1,898.54		
Total for Department - 24 WATER AND WASTEWATER OPER				80.75			1,898.54		
Total for Fund - 2 UTILITY FUND				242.05			5,164.94		
Total for Pay Type - 0 Overtime				813.30			26,433.95		
Grand Totals -				813.30			26,433.95		

Employee		Department Number - 5		POLICE		Program Number -		POLICE	
Employee Number	Employee Name	Check Date	Check Number	Units	Pay Rate 1	Ovr Amt	Amount	Account	Compressed
50193	TROY ANDERS	12/08/17	73273	1.00			39.59		
50193	TROY ANDERS	12/22/17	73392	3.00			117.86		
Total for Employee				4.00			157.45		
50163	ANDREW BEST	12/22/17	73382	3.00			133.69		
Total for Employee				3.00			133.69		
50151	KENNETH CAGNON	12/22/17	73379	5.00			331.34		
Total for Employee				5.00			331.34		
50191	DASHIELL CANTU	12/08/17	73271	12.75			499.11		
50191	DASHIELL CANTU	12/22/17	73390	6.00			239.11		
Total for Employee				18.75			738.22		
50227	ALISA ESPITIA	12/08/17	73284	11.00			360.77		
Total for Employee				11.00			360.77		
50139	RICHARD GARCIA	12/22/17	73375	16.25			1,006.10		
Total for Employee				16.25			1,006.10		
50238	CALVIN HARP	12/08/17	73289	12.00		N	423.86		
Total for Employee				12.00			423.86		
50204	KENNETH HERNANDEZ	12/08/17	73279	12.00			446.18		
50204	KENNETH HERNANDEZ	12/22/17	73398	4.00			154.21		
Total for Employee				16.00			600.39		
50187	JOSHUA HUMAN	12/08/17	73268	18.75			998.30		
50187	JOSHUA HUMAN	12/22/17	73387	4.75			252.12		
Total for Employee				23.50			1,250.42		
50228	CALI MEDELLIN	12/22/17	73406	4.00			125.15		
Total for Employee				4.00			125.15		
50223	HAILEY MONCKTON	12/08/17	73283	10.00			364.92		
Total for Employee				10.00			364.92		
50190	NICOLE PERALES	12/08/17	73270	12.00			492.48		
Total for Employee				12.00			492.48		
50236	VINCENT RAMIREZ	12/08/17	73287	12.00			458.91		
Total for Employee				12.00			458.91		
50239	NIKOREA RODGERS	12/08/17	73290	12.00			301.41		
Total for Employee				12.00			301.41		
50196	JOSE SANTOS	12/08/17	73274	1.00			41.28		

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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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				1.00			41.28	
50214	AARON SKAGGS	12/08/17	73281	8.00			284.65	
50214	AARON SKAGGS	12/22/17	73400	5.00			178.52	
Total for Employee				13.00			463.17	
50232	MICHAEL TURNER	12/08/17	73286	31.00			808.54	
50232	MICHAEL TURNER	12/22/17	73407	4.00			104.43	
Total for Employee				35.00			912.97	
50038	CHAD WAGGONER	12/22/17	73370	3.00			199.14	
Total for Employee				3.00			199.14	
Total for Program - POLICE				211.50			8,361.67	
Total for Department - 5 POLICE				211.50			8,361.67	
Total for Fund - 1 GENERAL FUND				211.50			8,361.67	
Total for Pay Type - MO Mid Overtime				211.50			8,361.67	
Grand Totals -				211.50			8,361.67	