

CITY OF TEXAS CITY  
REGULAR CALLED CITY COMMISSION MEETING

AGENDA

WEDNESDAY, DECEMBER 5, 2018 - 5:00 P.M.  
KENNETH T. NUNN COUNCIL ROOM - CITY HALL  
1801 9th Ave. N.  
Texas City, TX 77590

PLEASE NOTE: Public comments and matters from the floor are generally limited to 3 minutes in length. If you would like to request to speak, please do so in advance of the meeting by filling out a Request To Address Commission form. All in attendance are required to remove hats and/or sunglasses (dark glasses) during meetings and to also silence all cell phones and electronic devices.

- (1) ROLL CALL
- (2) INVOCATION
- (3) PLEDGE OF ALLEGIANCE
- (4) REPORTS
  - (a) Emergency Management Annual Report (Homeland Security)
  - (b) Community Development Quarterly Report (Code Enforcement)
- (5) CONSENT AGENDA
  - (a) Approve City Commission Minutes for November 7, 2018 meeting. (City Secretary)
  - (b) Consider and take action on Resolution 18-129, amending resolution 17-093 which approved the purchase of cameras from CDW Government, LLC. (Emergency Management)
  - (c) Consider and take action on Resolution No. 18-130, authorizing the submission of multiple Hazard Mitigation Assistance Grant applications for DR-4332. (Emergency Management)
  - (d) Consider and take action on Resolution No. 18-131, awarding Bid No. 2019-063 Recycled Crushed Concrete Annual Contract. (Public Works)
  - (e) Consider and take action on Resolution No. 18-132, authorizing a Professional Engineering - Agreement for Services with ARKK Engineers, LLC for improvements to Sanitary Sewer Lift Station #29. (City Engineer)

- (f) Consider and take action on Resolution No. 18-133, approving of the purchase and delivery of a vacuum excavator through Buy Board - Local Government Purchasing Cooperative. (Public Works)
- (g) Consider and take action on Resolution No. 18-134, approving the purchase of three (3) vehicles for various City departments. (Public Works)
- (6) REGULAR ITEMS
  - (a) Consider and take action on Ordinance No. 18-30, amending the City of Texas City's 2018/2019 fiscal year budget to close the 2017-2018 fiscal year purchase orders. (Finance)
  - (b) Consider and take action on Ordinance No. 18-31, amending the City of Texas City's Fiscal Year 2018-19 Budget to appropriate funds for the Dollar Bay and Moses Lake habitat project. (Finance)
  - (c) Consider and take action on Ordinance No. 18-32, amending the City's fiscal year 2018-2019 budget to appropriate funds for engineering fees pertaining to Lift Station #29 improvements. (Finance)
  - (d) Consider and take action on Ordinance No. 18-33, amending the City's fiscal year 2018-2019 budget to appropriate funds for the African American Cultural Park. (Finance)
- (7) PUBLIC COMMENTS
- (8) MAYOR'S COMMENTS
- (9) COMMISSIONERS' COMMENTS
- (10) ADJOURNMENT

NOTICE OF ANY SUBJECT APPEARING ON THIS AGENDA REGARDLESS OF HOW THE MATTER IS STATED MAY BE ACTED UPON BY THE CITY COMMISSION.

NOTICE: The City of Texas City will furnish free transportation to handicapped individuals via a 4-door sedan for anyone wishing to attend the City Commission meetings. Call 948-3111, City Secretary's Office before noon on Monday preceding the meeting to make arrangements.

I, THE UNDERSIGNED AUTHORITY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE BULLETIN BOARDS AT CITY HALL, 1801 9TH AVENUE NORTH, TEXAS CITY, TEXAS, AT A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AND ON THE CITY'S WEBSITE ON NOVEMBER 30, 2018, PRIOR TO 5:00 P.M. AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

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JAMES M. HARTSHORN  
CITY SECRETARY

**CITY COMMISSION REGULAR MTG**

**(5) (a)**

**Meeting Date:** 12/05/2018

**Submitted By:** Rhomari Jackson-Glover, City Secretary

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Approve City Commission Minutes for November 7, 2018 meeting. (City Secretary)

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**

**Attachments**

Minutes

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REGULAR CALLED CITY COMMISSION MEETING

MINUTES

WEDNESDAY, NOVEMBER 7, 2018 – 5:00 P.M.  
KENNETH T. NUNN COUNCIL ROOM – CITY HALL

A Regular Called Meeting of the City Commission was held on Wednesday, NOVEMBER 7, 2018, at 5:00 P.M. in the Kenneth T. Nunn Council Room in City Hall, Texas City, Texas. A quorum having been met, the meeting was called to order at 5:02 p.m. by Mayor Matthew T. Doyle.

1. ROLL CALL

Present: Matthew T. Doyle, Mayor  
Phil Roberts, Mayor Pro Tem, Commissioner At-Large  
Bruce Clawson, Commissioner At-Large  
Earl Alexander, Commissioner District 1  
Abel Garza, Jr., Commissioner District 2  
Dorthea Jones, Commissioner District 3  
Jami Clark, Commissioner District 4

2. INVOCATION

Led by Pastor Matthew Brackman of Peace Lutheran Church.

3. PLEDGE OF ALLEGIANCE

Led by Commissioner At-Large Bruce Clawson.

4. PROCLAMATIONS AND PRESENTATIONS

a. Service Awards

Nicholas Finan	Administration	11/17/2008	10 years
Glenn Park	Public Works	11/17/2008	10 years
Edward Cafarella	Public Works	11/10/2008	10 years
Jerald Ford	Sanitation	11/17/2003	15 years
Ira Hill	Public Works	11/11/2003	15 years

Nicholas Finan, Director of Management Services, thanked Mayor Doyle and the Commissioners for his Service Award.

b. Municipal Court Week

Connie Hayley accepted the Proclamation on behalf of the Texas City Municipal Court.

- c. Recognizing Texas City Post 89 and the Centennial Celebration of the American Legion.

Jerome Anderson, resident, thanked Mayor Doyle and the Commissioners for recognizing the significance of the Texas City Post 89 and the Centennial Celebration of the American Legion during World War One.

5. REPORTS

- a. Financial Quarterly Report (Finance)

Laura Boyd, Finance Director, gave a PowerPoint presentation detailing the City's quarterly investment report.

- b. Community Development Quarterly Report (Code Enforcement)

Presentation has been postponed.

6. PUBLIC HEARING

- a. Christopher Morin and Daniel Cencer request to rezone from "O" (Open Space) to "E-4" (Commercial Warehouse) to construct a boat and RV storage facility. Being 5.9 acres out of Lots A(1-10)(1-18) (1-9), (1-11) and (1-16) Jones S/d, J.S. Sherman Survey. Located at 4801, 4811 and 4817 FM 646.

Doug Kneupper, City Engineer, stated that this rezoning request came before the Zoning Commission during a Public Hearing held on October 2, 2018. There was opposition from one adjoining property owner; however, after all pertinent information the Zoning Commission unanimously granted approval.

- b. Robert Block request to rezone from "O" (Open Space) to "O-P" (Office Professional) to construct 2 office buildings. Being 2.182 acres out of Lot 1, Block 2, Holland Country S/d. Located on the west side of I-45 at Hughes Road.

Doug Kneupper, City Engineer, stated that this request came before the Zoning Commission on October 6, 2018, during a Public Hearing. There was no opposition to the rezoning request.

Commissioner Roberts asked if there will be a detention in the site plan? Mr. Kneupper responded that there will be.

Motion by Commissioner At-Large Bruce Clawson, Seconded by Commissioner District 3 Dorthea Jones to close the Public Hearing.

**Vote: 7 - 0 CARRIED**

7. PRELIMINARY ZONING APPROVAL

- a. Approve or deny request by Christopher Morin and Daniel Cencer to rezone from O (Open Space) to E-4 Commercial Warehouse to construct a boat and RV storage facility. Located at 4801, 4811 and 4817 FM 646.

Motion by Commissioner District 4 Jami Clark, Seconded by Commissioner District 3 Dorthea Jones

**Vote: 7 - 0 CARRIED**

- b. Approve or deny request by Robert Block to rezone from" O" (Open Space) to "O-P" (Office Professional) to construct office buildings. Located west side of I-45 at Hughes Road.

Motion by Commissioner At-Large Bruce Clawson, Seconded by Commissioner District 2 Abel Garza, Jr.

**Vote: 7 - 0 CARRIED**

8. CONSENT AGENDA

Motioned by Commissioner District 4 Jami Clark, Seconded by Commissioner At-Large Bruce Clawson to approve Consent Agenda items a through n.

- a. Approve City Commission Minutes for October 17, 2018 meeting. (City Secretary)

**Vote: 7 - 0 CARRIED**

- b. Consider and take action on Resolution No. 18-116, authorizing the Mayor to execute an Interlocal Agreement between the City of Galveston and the City of Texas City for live fire training. (Fire Department)

**Vote: 7 - 0 CARRIED**

- c. Consider and take action on Resolution No. 18-117, approving the purchase of 429 Visa gift cards in the amount of \$50.00 each, to be given to City employees (full and part-time), as an incentive for continued outstanding customer service and performance. (Human Resources)

**Vote: 7 - 0 CARRIED**

- d. Consider and take action on Resolution No. 18-118, approving an Interlocal Participation Agreement for the GoodBuy Purchasing Cooperative that will allow the City to participate and become a member. (Purchasing)

**Vote: 7 - 0 CARRIED**

- e. Consider and take action on Resolution No. 18-119, approving the cancellation of the November 21, 2018, City Commission Meeting. (City Secretary)

**Vote: 7 - 0 CARRIED**

- f. Consider and take action on Resolution No. 18-120, authorizing the write-off of utility receivables past due and deemed to be uncollectible as of September 30, 2018. (Finance)

**Vote: 7 - 0 CARRIED**

- g. Consider and take action on Resolution No. 18-121, authorizing the write-off of EMS receivables past due and deemed to be uncollectible as of September 30, 2018. (Finance)

**Vote: 7 - 0 CARRIED**

- h. Consider and take action on Resolution No. 18-122, approving the purchase of a Hydro Excavator with Valve Exerciser through Buy Board - A Local Government Purchasing Cooperative. (Public Works)

**Vote: 7 - 0 CARRIED**

- i. Consider and take action on Resolution No. 18-123, approving an agreement with Shepley Bulfinch Richardson and Abbott, Inc. to contract for architectural services. (Library)

**Vote: 7 - 0 CARRIED**

- j. Consider and take action on Resolution No. 18-124, approving the purchase of a Multi Pro 5800-G Sprayer and Workman (HDX) -2WD through BuyBoard - Local Government Purchasing Cooperative. (Recreation & Tourism)

**Vote: 7 - 0 CARRIED**

- k. Consider and take action on Resolution 18-125, approving the purchase of two (2) Staff Units for the Fire Department from Silsbee Ford in the amount of \$69,498.98 through the H-GAC Buy Program. (Fire Department)

**Vote: 7 - 0 CARRIED**

- l. Consider and take action on Resolution No. 18-126, approving updated Circulation Procedure for Moore Memorial Public Library.

**Vote: 7 - 0 CARRIED**

- m. Consider and take action on Resolution No. 18-127, approving updated Children's Department Policy for Moore Memorial Public Library.

**Vote: 7 - 0 CARRIED**

- n. Consider and take action on Resolution No. 18-128, approval of the execution of an engineering agreement with ARKK Engineers, LLC, for Rehabilitation of the Orchid 1,000,000 Gallon Elevated Storage Tank.

**Vote: 7 - 0 CARRIED**

9. REGULAR ITEMS

- a. Consider and take action on Ordinance No. 18-29, approving the first and final reading and adoption of the annexation of described territories to the City of Texas City, Galveston County, Texas, and adopting service plan. (City Secretary)

James Hartshorn, City Secretary, stated that all property owners and taxing entities were notified multiple times via certified mail, beginning on August 31, 2018, and Public Hearings were held on October 3, 2018, and October 17, 2018. Mr. Hartshorn stated that there are no residences included in

the proposed 1,217.87 acre area.

A record vote was taken:

Matthew T. Doyle, Mayor -- Yes

Phil Roberts, Mayor Pro Tem, Commissioner At-Large -- Yes

Bruce Clawson, Commissioner At-Large -- Yes

Earl Alexander, Commissioner District 1 -- Yes

Abel Garza, Jr., Commissioner District 2 -- Yes

Dorthea Jones, Commissioner District 3 -- Yes

Jami Clark, Commissioner District 4 -- Yes

**Vote: 7 - 0 CARRIED**

- b. Consider and take action on the Scrivener's Error on Ordinance No. 18-15, approving the abandonment a 60' right-of-way known as 20th Street North. Being the north 60' x 250 ± feet of 20th Street North, lying between Lots 44A and 45 and Lots 67 and 68 of the Amburn Boat Basin and Terry's Landing S/d. Located on the north end of 20th Street, north of 42nd Avenue and ending at Moses Lake. (Transportation and Planning).

Doug Kneupper, City Engineer, explained that when this Ordinance came before the Commissioners on July 18, 2018, the description included too much land. The description has now been fixed and an updated Ordinance is needed.

Motion by Commissioner District 3 Dorthea Jones, Seconded by Commissioner District 4 Jami Clark

**Vote: 7 - 0 CARRIED**

## 12. PUBLIC COMMENTS

Daniel Walker, resident, brought a sewage issue before the Commissioners. Mayor Doyle requested that Corbin Ballast check on this issue.

Shirley Jefferson, resident, explained that many of the "walk/ do not walk" signs are not functioning throughout the City. Mayor Doyle requested that Doug Kneupper reach out to TxDOT regarding this issue.

Jose Boix, resident, thanked the City Commission for endorsing the College of the Mainland Bond 2018.

## STAFF COMMENTS

Luke Alvey, Library Director, thanked Dennis J. Harris and James Hartshorn for allowing the Library to participate in their City events. Mr. Alvey also thanked Commissioner Alexander for partnering with the Library to help college-bound students fill out their FAFSA.

James Hartshorn, City Secretary, stated that Touch-a-Truck was a huge success with about 30,000 people from all over the greater-Houston are. Mr. Hartshorn also stated that the new Council Room ceiling and technology upgrades will be ready by the December 5, 2018, meeting.

Dennis Harris, Recreation and Tourism Director, stated that the Texas City Christmas Parade will be on December 6, 2018.

Michael Skiba, Bayou Golf Course Coordinator, stated that the Chamber Golf Tournament will resume, weather permitting.

Darcie Valenzuela, Marketing Coordinator, stated that the last Movie on the Dike, for the year, will be on November 10, 2018.

Russell Plackemeier, City Attorney, expressed his appreciation to the City for the support and condolences given to his family.

13. MAYOR'S COMMENTS

14. COMMISSIONERS' COMMENTS

Commissioner Alexander thanked Luke Alvey for hosting the FAFSA event at the Library.

Commissioner Garza, Jr. wished everyone a Happy Thanksgiving.

Commissioner Roberts wished everyone a Happy Thanksgiving.

Commissioner Clawson thanked Thomas Munoz for the training he conducted at Marathon.

Commissioner Jones thanked Nicholas Finan for his 10 years of service to the City.

Commissioner Clark wished everyone a Happy Thanksgiving.

15. ADJOURNMENT

Having no further business, Commissioner At-Large Bruce Clawson made a MOTION to ADJOURN at 5:46 p.m.; the motion was SECONDED by Commissioner District 3 Dorthea Jones. All present voted AYE. MOTION CARRIED.

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MATTHEW T. DOYLE, MAYOR

ATTEST:

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James M. Hartshorn, City Secretary

**CITY COMMISSION REGULAR MTG**

**(5) (b)**

**Meeting Date:** 12/05/2018

**Submitted By:** Rhomari Jackson-Glover, City Secretary

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on Resolution 18-129, amending resolution 17-093 which approved the purchase of cameras from CDW Government, LLC. (Emergency Management)

**BACKGROUND**

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**

**Attachments**

Resolution

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**RESOLUTION NO. 18-129**

**A RESOLUTION AMENDING RESOLUTION NO. 17-093 ACCEPTING OFFICE OF THE GOVERNOR – HOMELAND SECURITY GRANT DIVISION (HSGD) #3397702 IN THE AMOUNT OF \$72,000.00 FOR LAW ENFORCEMENT PORTABLE VIDEO SURVEILLANCE; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

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**WHEREAS**, the Houston-Galveston Area Council (HGAC) provides a State of Texas Homeland Security Grant to aid in the achievement of target capabilities related to terrorism preparedness and enhanced preparedness for other hazards unrelated to acts of terrorism; and

**WHEREAS**, the Texas City Emergency Management Department applied for such funding, and the Houston-Galveston Area Council has agreed to a grant in the amount of \$72,000.00 for the purchase of a wireless remote monitoring camera system; and

**WHEREAS**, The City of Texas City agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Texas City assures that the funds will be returned to the Office of the Governor in full; and

**WHEREAS**, the Emergency Management Department plans to buy the wireless remote monitoring camera system from CDW-Government, LLC.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the City Commission of the City of Texas City hereby approves the acceptance of the Office of the Governor- Homeland Security Grant Division (HSGD) #3397702 in the amount of \$72,000.00 from the Houston-Galveston Area Council.

**SECTION 2:** That the Emergency Management Department will use the grant funds to purchase a portable Long Deployment Surveillance Trailer Network Camera.

**SECTION 3:** That the Mayor is authorized to execute said agreement.

**SECTION 4:** That this Resolution shall be in full force and effect from and after its passage and adoption.

**PASSED AND ADOPTED this 5th day of December 2018.**

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Matthew T. Doyle, Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

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James M. Hartshorn  
City Secretary

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Russell F. Plackemeier  
City Attorney

**CITY COMMISSION REGULAR MTG**

**(5) (c)**

**Meeting Date:** 12/05/2018

**Submitted By:** Rhomari Jackson-Glover, City Secretary

**Department:** City Secretary

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on Resolution No. 18-130, authorizing the submission of multiple Hazard Mitigation Assistance Grant applications for DR-4332. (Emergency Management)

**BACKGROUND**

The attached resolution draft was sent to me by Grantworks, and they are in the process of applying for mitigation grants on behalf of the city. The resolution is needed for the grant application process.

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**

**Attachments**

Resolution

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**RESOLUTION 18-130**

**A RESOLUTION OF THE CITY OF TEXAS CITY, TEXAS, AUTHORIZING THE SUBMISSION OF MULTIPLE HAZARD MITIGATION ASSISTANCE GRANT APPLICATIONS FOR DR-4332, APPOINTING THE MAYOR AS THE CHIEF EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE TO ACT IN ALL MATTERS IN CONNECTION WITH THE FEMA MITIGATION GRANTS; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

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**WHEREAS,** The City of Texas City is considering the submission of FEMA Hazard Mitigation Assistance grant applications for the following projects: Moses Lake Floodwater Station/Rainwater Pump Station A Capacity Improvements, Southpoint Subdivision Drainage, Amburn Park Drainage Improvements, and Freeway Park and Delaney Lake Station No. 3 Drainage Improvements; and

**WHEREAS,** FEMA Mitigation Fund applicants are required to appoint an official to act as the Authorized Representative in all matters in connection with the Mitigation Grants.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY:**

**SECTION 1:** That the City of Texas City is authorizing the submission of multiple applications for FEMA's Hazard Mitigation Assistance Grant Program.

**SECTION 2:** That the Mayor be appointed Chief Executive Officer and Authorized Representative to act on behalf of the City in all matters in connection with FEMA Mitigation Grants.

**PASSED AND ADOPTED this 5th day of December 2018.**

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Matthew T. Doyle, Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

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James M. Hartshorn  
City Secretary

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Russell F. Plackemeier  
City Attorney

**CITY COMMISSION REGULAR MTG**

**(5) (d)**

**Meeting Date:** 12/05/2018

2019-063 Recycled Crushed Concrete

**Submitted For:** Mike McKinley, Public Works

**Submitted By:** Mike McKinley, Public Works

**Department:** Public Works

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**Information**

**ACTION REQUEST (Brief Summary)**

Approve and award Bid # 2019-063 Recycled Crushed Concrete Annual Contract.

**BACKGROUND**

On October 23, 2018, a notice to bidders was advertised and bid packets were mailed to local area vendors. Bids were opened on November 8, 2018.

A bid tabulation is attached for your review.

**ANALYSIS**

The lowest responsible bidder meeting all qualifications is Southern Crushed Concrete Inc., in Houston Texas for the unit prices bid.

It is the recommendation of the Public Works Department to award bid # 2019-063 Recycled Crushed Concrete Annual Contract to Southern Crushed Concrete Inc., for the unit prices bid and that the Mayor be authorized to execute a contract on behalf of the City Commission.

Thank you.

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**

**Attachments**

Resolution

Exhibit A

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**RESOLUTION NO. 18-131**

**A RESOLUTION AWARDING BID NO. 2019-063 AND AUTHORIZING THE MAYOR TO ENTER INTO ANNUAL CONTRACT RECYCLED CRUSHED CONCRETE; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

**WHEREAS**, on October 23, 2018, a Notice to Bidders was advertised and mailed to local area vendors; and

**WHEREAS**, on November 8, 2018, bids were opened for Bid No. 2019-063 Recycled Crushed Concrete Annual Contract; and

**WHEREAS**, the lowest bid meeting all specifications for the Annual Contract for recycled crushed concrete was submitted by Southern Crushed Concrete, Inc., Houston, Texas, for the unit prices bid.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the City Commission of the City of Texas City, Texas, hereby awards Southern Crushed Concrete, Inc. for Bid No. 2019-063 Recycled Crushed Concrete Annual Contract.

**SECTION 2:** That the Mayor is hereby authorized to enter into an annual contract with Southern Crushed Concrete, Inc. for the respective unit prices bid in **Exhibit "A"** attached hereto and made a part hereof for all intents and purposes.

**SECTION 3:** That this Resolution shall be in full force and effect from and after its passage and adoption.

**PASSED AND ADOPTED this 5th day of December 2018.**

\_\_\_\_\_  
Matthew T. Doyle, Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
James M. Hartshorn  
City Secretary

\_\_\_\_\_  
Russell F. Plackemeier  
City Attorney



**BID TABULATION**

**2019-063 RECYCLED CRUSHED CONCRETE**

Bid Opening Thursday, November 08, 2018

	<b><u>Delivered to Texas City in Tandem Dump</u></b>	<b><u>Picked Up by City Truck</u></b>	<b><u>Delivered in Trailer Truck</u></b>
<b>Southern Crushed Concrete</b>	<b>\$23.10</b>	<b>\$17.90</b>	<b>\$22.85</b>
Cherry Crushed Concrete	\$23.80	\$18.00	\$23.80
Century Asphalt	\$27.60	\$17.90	\$25.80

**CITY COMMISSION REGULAR MTG**

**(5) (e)**

**Meeting Date:** 12/05/2018

Professional Engineering - Agreement for Services with ARKK Engineers for Lift Station 29 Improvements

**Submitted For:** Doug Kneupper, Transportation and Planning

**Submitted By:** Doug Kneupper, Transportation and Planning

**Department:** Transportation and Planning

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider approval of a Resolution authorizing a Professional Engineering - Agreement for Services with ARKK Engineers, LLC for improvements to Sanitary Sewer Lift Station #29.

**BACKGROUND**

Lift Station #29 is part of the City's sanitary sewer collection system that provides service to the western areas of the City including all of Lago Mar, the Demontrond area, Mall of the Mainland and other developments along FM 2004 and Century Blvd. The City's master plan for sanitary sewer identifies Lift Station #29 as a key component in providing sewer service to this part of the City.

With the continued success of the Lago Mar development, and other developments in the area to a lesser extent, there is a need to improve the lift station and increase its sewer pumping capacity. City staff and ARKK have identified improvements that will maximize the capacity of other components of the lift station including the wet well structure and force main. Currently the lift station has capacity for approximately 1500 equivalent single-family connections. After construction of the improvements, the capacity will be approximately 3000 equivalent single-family connections. The construction project is anticipated to cost approximately \$1,265,000

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**

**Attachments**

- Resolution
  - ARKK - Agreement for Services
  - Photo from Century Blvd
  - Location Map
-

**RESOLUTION NO. 18-132**

**A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT FOR SERVICES WITH ARKK ENGINEERS, LLC. TO PROVIDE ENGINEERING SERVICES FOR IMPROVEMENTS TO SANITARY SEWER LIFT STATION #29; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

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**WHEREAS**, the Transportation and Planning Department is requesting the approval of an Engineering Services Agreement with ARKK Engineers, LLC., to provide engineering services for the improvement to Sanitary Sewer Lift Station #29; and

**WHEREAS**, Lift Station #29 is part of the City's sanitary sewer collection system that provides service to the western area of the City and has been identified as a key component in maximizing the capacity of the Lift Station; and

**WHEREAS**, the cost for the Engineering Services, as set out on the attached proposal, is approximately \$1,265,000.00.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the City Commission hereby accepts the proposal by ARKK Engineers, LLC, to provide engineering services for improvements to the Sanitary Sewer Lift Station #29.

**SECTION 2:** That the Mayor is hereby authorized to execute the Agreement for Services with ARKK Engineers, LLC, in the form attached hereto as **Exhibit "A"** and made a part hereof for all intents and purposes.

**SECTION 3:** That this Resolution shall be in full force and effect from and after its passage and adoption.

**PASSED AND ADOPTED this 5th day of December 2018.**

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Matthew T. Doyle, Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

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James M. Hartshorn  
City Secretary

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Russell F. Plackemeier  
City Attorney

THE STATE OF TEXAS

COUNTY OF GALVESTON

**AGREEMENT FOR SERVICES**

This Agreement entered into as of the \_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_, by and between ARKK Engineers, LLC ("Consultant"), and the City of Texas City, Texas, ("Client").

**WITNESSETH:**

WHEREAS, the Client has requested various services of the Consultant with respect to Engineering Services for the City of Texas City's "**Lift Station 29 Improvements Project**" ("Project").

NOW, THEREFORE, *Client* and *Consultant* hereby agree as follows:

1. Engagement of Consultant - *Consultant* hereby agrees to perform the services required under the scope of work related to the *Project*, and to provide *Client* with copies of the information, opinions, and other such documents made the basis of the scope of services, which is set out in Attachment "A" and made a part of this contract. *Consultant* agrees to initiate the following services that are set out in Attachment "A" upon receipt of an executed copy of this Agreement.
2. Availability of Information - *Client* agrees to provide *Consultant* with all available information pertinent to the *Project*. *Client* will also provide copies of reports, drawings, and other data, and will, at *Consultant's* request, provide written authorization to review *Client's* files relative to the *Project* which may be in possession of third parties. *Consultant* agrees to return all original documents to *Client* upon completion of the *Project*, but reserves the right to make and keep reproducible copies of all such material.
3. Access to Facilities - *Client* will provide access for the *Consultant* to enter the property and facilities of *Client*, as necessary for *Consultant* to perform services as required under the *Project*.
4. Instruments of Service - All documents prepared in accordance with this contract including exhibits, field notes, laboratory data, original drawings, and specifications are the property of the *Client*. The

*Consultant* is given the right to use any of this data in connection with future engineering projects. The *Consultant* may retain copies of reproducibles of any information prepared for this *Project*.

5. Fee - The *Consultant's* fee for the scope of services as stated in Attachment "A" provided by *Consultant* under this Agreement as set out in Attachment "A" and being the amount of: **\$135,505** for Design Services and Construction Phase Services.
6. Payment and Fee Schedule - The *Consultant* will submit a monthly invoice for services rendered.
7. Terms of Payment - Payment of fees as determined under Paragraph 5 herein above shall be due and payable by *Client* within thirty (30) days following receipt of *Consultant's* monthly invoice.
8. Additional Services - Additional services beyond those described in the Scope of Services will be invoiced on the basis of direct labor cost times a factor of 2.99 and direct cost plus 10%.
9. Insurance - *Consultant* shall maintain Worker's Compensation and Liability Insurance in accordance with Attachment "B".
10. Termination - The *Client* may terminate this contract at any time by giving notice in writing to the *Consultant*. In that case, all finished or unfinished documents and other materials produced under this contract shall become the *Client's* property. If the contract is terminated by the *Client* in accordance with this provision, *Consultant* shall be paid for all services performed to the date of termination.
11. Governing Law - This Agreement shall be deemed to have been made under, and shall be construed and interpreted in accordance with the laws of the State of Texas. The venue of any suit for enforcement or construction of this contract shall be in Galveston County, Texas.
12. Indemnification - For consideration received, the undersigned agrees to indemnify, save, defend and hold harmless the City of Texas City, Texas, its employees, officials, and agents from any and all claims, actions, damages, lawsuits, proceedings, judgments, or liabilities, for personal injury, death or property damage resulting from the negligent acts or omissions of the undersigned or negligent acts

or omissions of others under the undersigned's supervision or control arising out of the performance of this agreement.

13. Home Rule Municipality

The City is a municipality incorporated under the laws of the State of Texas, and all laws regulating and concerning Texas municipalities apply, including budgetary laws, The City Charter and The City Code. Consultant acknowledges that the City may only act through its City Commission or a duly authorized representative of City Commission, and that any act of an employee or officer of the City that is not duly authorized is void.

ENTERED INTO AND AGREED by the parties hereto as the day and year first written.

ARKK ENGINEERS, LLC  
Consultant

BY: Madhu Kilambi

MADHU KILAMBI, P.E.  
Senior Project Manager / Principal

CITY OF TEXAS CITY, TEXAS  
Client

BY: \_\_\_\_\_

MAYOR OF THE CITY OF TEXAS CITY

ATTEST: \_\_\_\_\_

City Secretary



## ATTACHMENT "A"

November 16, 2018

Mr. Doug Kneupper, P.E.  
City Engineer  
City of Texas City  
928 5<sup>th</sup> Avenue North  
Texas City, Texas 77590

Re: Proposal for Engineering and Construction Phase Services for the City of Texas City's  
"Lift Station 29 Improvements" project

Dear Mr. Kneupper:

ARKK Engineers, LLC (ARKK) is pleased to submit this proposal for engineering services associated with the referenced project. This proposal is based on our meetings and conversations and information provided by the City. A brief overview of the project and scope of services are provided below:

### **GENERAL OVERVIEW**

Lift Station 29 is located on Century Blvd. north of the Emmett F. Lowry Expressway, on the west side of the roadway, just south of Moses Bayou. This existing lift station serves a large portion of West Texas City, including Lago Mar, Mall of the Mainland, Bucee's, and the Tanger Outlet stores. ARKK Engineers recently completed an update to the preliminary engineering study which included recommendations for improvements to Lift Station 29.

Based on this study, it is proposed to improve Lift Station 29 as follows:

- Perform upgrades such that the pumping rate is increased to maximize the capacity of the downstream force main to the degree possible.
- Provide a firm station capacity of approximately 2,700 gallons per minute.
- Convert the station to a submersible-type pump station.
- Modify the station roof to accommodate the improved piping and valves.
- Utilize Variable frequency Drives to control pump flow rate and motor speed.

- Provide for off-street operator parking; enlarge site to aid in maintenance access
- The existing generator is most likely not able to operate the larger pumps; prepare plans and specifications to replace the generator with a new diesel generator, estimated size is 300-400 KW range.
- The existing wet well has been recently rehabilitated; plan for limited spot repairs to the SewperCoat corrosion-resistant wall and ceiling cementitious liner necessitated by the new ceiling penetrations.

An order-of-magnitude construction cost of the project is **\$1,035,000 (includes a 15% construction contingency)**. This does not include the cost of a new generator. A new diesel generator in this size adds approximately \$200,000 to the construction cost for a total of \$1,265,000 (includes a 15% construction contingency).

## **SCOPE OF WORK**

### **I. DESIGN PHASE SERVICES**

- Perform field reconnaissance and measurements of the lift station site geometry to verify the wet well dimensions and other information that would impact design and construction.
- Prepare project specifications, civil drawings, electrical drawings (including new electrical service, controls, generator, SCADA pole, and lighting), and bid documents based on the anticipated improvements.
- Coordinate with lift station contractors for constructability review and comments.
- Provide two (2) draft sets of 60% plan drawings to the City for review and comments.
- Incorporate comments into the bid documents.
- Provide two (2) draft sets of 90% plan drawings and specifications to the City for review and comments.
- Incorporate comments from the City into the final bid documents.
- Prepare a final cost estimate for the project.
- Furnish three (3) sets of construction documents to the City.

- Costs for reproduction will be charged under special services for reproduction of plans, specifications and reports.
- Reproduction for review sets, submittals to the City, governmental agencies, and utility companies will be included in the cost for reproduction.

### **Topographic Surveying Services**

- Conduct topographic survey of the lift station site and +/- 50' around the perimeter.
- Utilize a survey sub-consultant mutually agreeable to the City and ARKK.

### **Geotechnical Services**

- Geotechnical services are not proposed for this project. It is proposed to utilize geotechnical data prepared as part of the 2012 Century Blvd. Improvements Project.

## **II. BID PHASE SERVICES**

The Bid Phase tasks include the following items:

- Assist the City in obtaining bids for the project. The City will advertise the project and will absorb all related advertising costs. ARKK will assist the City in developing the wording of the advertisement.
- Dispense construction documents via the Civcast online plan room (by Amtek USA) to prospective bidders.
- During the bidding phase, provide information to and answer questions from prospective bidders regarding the Project's construction documents.
- Prepare project addendums as necessary.
- Conduct a pre-bid conference for prospective bidders.
- Evaluate the bids and the qualifications of the apparent low bidder and advise the City as to the acceptability of the apparent low bidder.

### **III. CONSTRUCTION PHASE SERVICES**

#### **A. Basic Services – Construction Administration**

- Conduct a pre-construction conference for the project.
- Act as the City's Project representative during the construction phase.
- Review and respond accordingly to all submittals as required by the contract specifications.
- Prepare change orders necessitated by field conditions.
- Review the contractor's pay estimates, evaluate the completion of work, and make payment recommendations to the City.
- Visit the site at intervals appropriate to the various stages of construction to observe the progress and quality of executed work and to determine in general if such work is proceeding in accordance with the Contract Documents.
- ARKK will not be responsible for the means, methods, techniques, sequences or procedures of construction selected by the Contractor(s) or the safety precautions and programs incident to the work of the Contractor(s). ARKK's effort will be directed toward providing a greater degree of confidence for the City that the completed work of Contractor(s) will conform to the Contract Documents, but ARKK will not be responsible for the failure of Contractor(s) to perform the work in accordance with the Contract Documents. During site visits and on the basis of on-site observations ARKK shall keep the City informed of the progress of the work, shall endeavor to guard the City against defects and deficiencies in such work and may disapprove or reject work failing to conform to the Contract Documents.
- Conduct a final inspection of the Project and make a recommendation for Final Payment on the project.
- Prepare a set of reproducible record plans based on the Contractor's red line marked up as-built drawings.

#### **B. Special Services – Construction Support Services**

- Provide one on-site representative to periodically observe the progress of construction activities and to assist in the interpretation of plans and specifications.

- This budget for this proposal is based on the on-site representative being on-site an average of 20 hours per week during the active construction periods of the construction contract. The anticipated construction contract duration for the project is estimated to be 150 calendar days.
- The on-site representative will attend meetings with the Contractor and the City of Texas City such as pre-construction conference, progress meetings, and other project related meetings where his presence is requested by the City of Texas City.
- The on-site representative will be provided in an effort to aid in the process of observing performance of work of the Contractor(s). Through more extensive on-site observations of the work in progress, ARKK shall endeavor to provide further protection for the City of Texas City against defects and deficiencies in the work of the contractor(s); but the furnishing of such on-site representative will not make ARKK responsible for construction means, methods, techniques, sequences or procedures or safety precautions or programs, or for Contractor(s) failure to perform their work in accordance with the Contract Documents.

**FEE**

Design Services - Lump Sum Amount of:	\$63,600.00
Topographic Surveying - Subcontractor's Cost plus 10%:	\$4,380.00
Reproduction Budget – Lump Sum Amount of:	\$ 750.00
Bid Phase Services - Lump Sum Amount of:	\$2,000.00
Construction Administration Services - Lump Sum Amount of:	\$ 19,750.00
Construction Support Services Budget: (Hourly and cost plus 10%, plus \$35 daily vehicle cost)	\$ 43,525.00
Materials Testing Budget - Subcontractor's Cost plus 10%:	\$ 1,500.00
<b>Total Fee</b>	<b>\$135,505.00</b>

The anticipated construction contract duration for the project is estimated to be 150 calendar days. The construction observation budget is based on providing a project site representative an average of 15 hours per week during periods of active construction. The budget includes hourly costs for a project site representative, and supervisory services, and vehicle charges. Hourly charges for on-site field representative shall be charged based on a raw labor rate times a multiplier of 2.70. Reimbursable expenses will be charged at cost plus 10%.

ARKK Engineers, LLC appreciates the opportunity to submit this proposal and we look forward to working with the City of Texas City on this very important project.

Sincerely,

ARKK ENGINEERS, LLC



Madhu Kilambi, P.E.  
Senior Project Manager / Principal

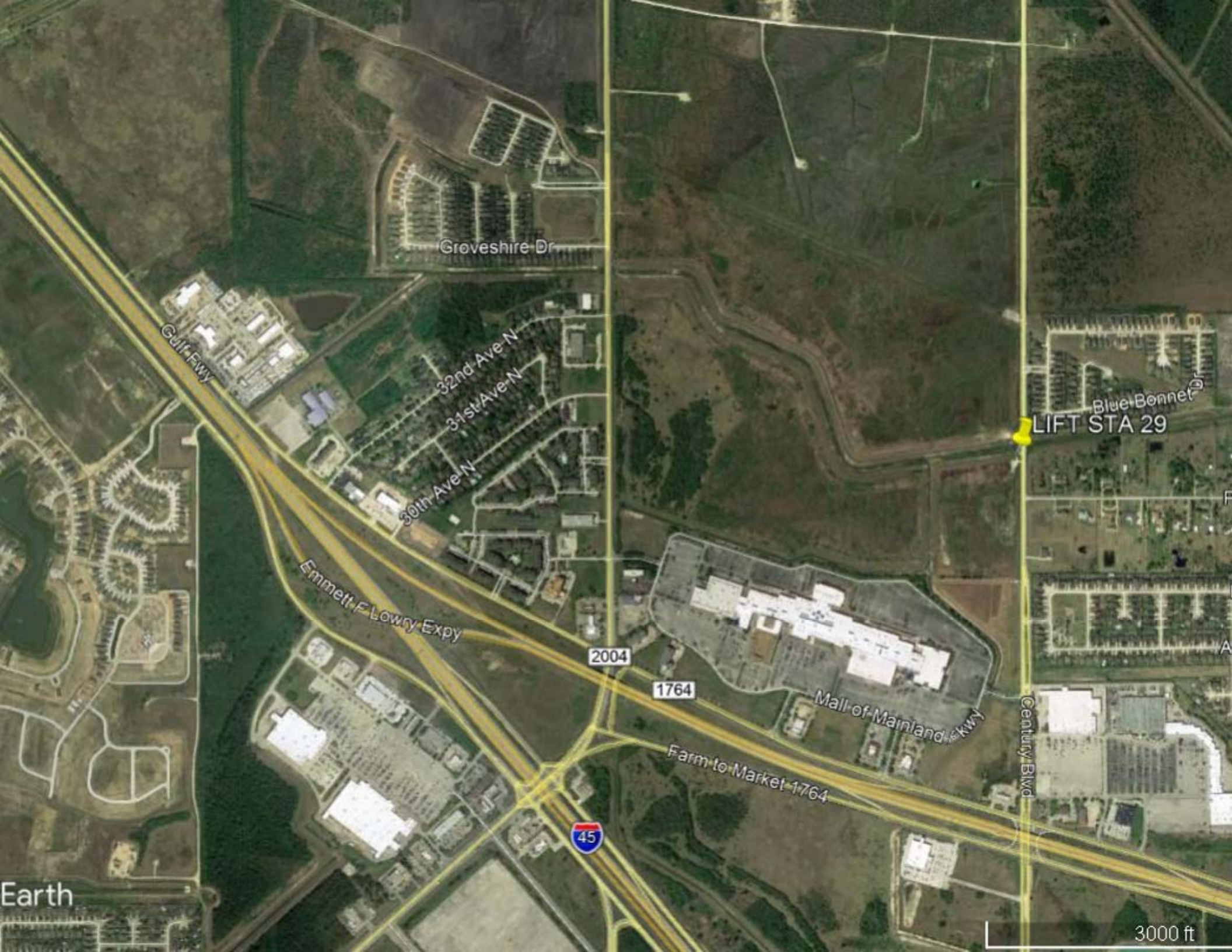
cc: Mr. Corbin Ballast – City of Texas City

## ATTACHMENT "B"

### INSURANCE LIMITS

1.	General Liability	Each Occurrence:	\$1,000,000
		Damage to Rented Premises	\$1,000,000
		Medical Expenses (any one person)	\$10,000
		Personal and Adv. Injury	\$1,000,000
		General Aggregate:	\$2,000,000
		Products - Comp/Op Agg:	\$2,000,000
2.	Automobile Liability	Combined Single Limit:	\$1,000,000
3.	Excess Liability Umbrella Form	Each Occurrence:	\$1,000,000
		Aggregate:	\$1,000,000
4.	Worker's Compensation and Employers Liability	Each Accident:	\$500,000
		Disease - Each Employee:	\$500,000
		Disease - Policy Limit:	\$500,000
5.	Professional Liability	Each Claim	\$1,000,000
		Policy Year Aggregate	\$1,000,000





Groveshire Dr

Gulf Fwy

32nd Ave N

31st Ave N

30th Ave N

Emmett F Lowry Expy

2004

1764

Mall of Mainland Expy

Farm to Market 1764

45

Blue Bonnet Dr  
LIFT STA 29

Century Blvd

Earth

3000 ft

**CITY COMMISSION REGULAR MTG**

**(5) (f)**

**Meeting Date:** 12/05/2018

Vacuum Excavator for Utilities

**Submitted For:** Mike McKinley, Public Works

**Submitted By:** Mike McKinley, Public Works

**Department:** Public Works

---

**Information**

**ACTION REQUEST (Brief Summary)**

Approval of the purchase and delivery of a vacuum excavator through Buy Board - Local Government Purchasing Cooperative for the total contract amount of \$55,413.45.

**BACKGROUND**

This equipment is to be purchased for the Public Works Utilities Department. Funds are available from the 2018 / 2019 Budget.

A quotation with Buy Board discount pricing is attached for your review.

**ANALYSIS**

It is the recommendation of the Public Works department to award the above Buy Board purchase to EKA Government Sales Experts for the purchase price of \$55,413.45.

Thank you.

**ALTERNATIVES CONSIDERED**

---

**Fiscal Impact**

**Attachments**

Resolution

Exhibit A

---

**RESOLUTION NO. 18-133**

**A RESOLUTION APPROVING THE PURCHASE AND DELIVERY OF A VACUUM EXCAVATOR THROUGH BUYBOARD, A LOCAL GOVERNMENT PURCHASING COOPERATIVE PROGRAM; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

---

**WHEREAS**, the Public Works Department requests approval for the purchase of a Vacuum Excavator through BuyBoard, a Local Government Purchasing Cooperative Program; and

**WHEREAS**, this equipment is be purchased for the Public Works Department. Funds for this purchase are available through the 2018/2019 Budget; and

**WHEREAS**, it is the recommendation of the Public Works department to award the above Buy Board purchase to EKA Government Sales Experts for the purchase price of \$55,413.45.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the City Commission of the City of Texas City, Texas, hereby approves the purchase of a Vacuum Excavator through BuyBoard, for a total price of \$55,413.45 as set out on the quote attached hereto as **Exhibit “A”** and made a part hereof for all intents and purposes.

**SECTION 2:** That this Resolution shall be in full force and effect from and after its passage and adoption.

**PASSED AND ADOPTED this 5th day of December 2018.**

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Matthew T. Doyle, Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

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James M. Hartshorn  
City Secretary

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Russell F. Plackemeier  
City Attorney

EKA

P.O. Box 932 • Grayson, GA 30017-0018  
770.498.9316 • 866.498.9316 • 770.498.9318 (fax)

EKA**Sales.com**



# Customer Quote

EKA Quote #	Date	Quote valid until:
8155	11/7/2018	12/7/2018

Name / Address	
CITY OF TEXAS CITY Corbin Ballast PO Box 305 1801 9TH AVE N TEXAS CITY, TX 77590-5472	
Solicitation number	DEALER REQUEST

Delivery Address

EKA Quote Contact	Contract Number	Payment Terms	F.O.B. terms	Dealer
cindy@ekasales.com		NET 30 DAYS	DEST	DW HOUSTON

Item / Description	Qty	Price Each	Total
DITCH WITCH HX30 VAC With the following configuration: Spoils Tank 500 Gallon Water Tank 200 Gallons Reverse Flow Yes 6-4 Reducer Prospector Digging Lance Rear Work Lights Water Air Gap Vac Boom Jib Filter Cyclonic Separator Controls Right Hand Traffic Trailer Model VT14 Trailer Jack Manual Hydraulic Oil Standard Color Standard Decals English #190-2385 TRAILER TONGUE TOOLBOX #350-3060 REAR WORK LIGHTS #190-2507 PROSPECTOR ASSEMBLY, W/48" LANCE,#3 NOZZ #301-5571 REDUCED FHC BODY (64F-96F) #025-1035 VT14 500 GAL STANDARD TRAILER  BUYBOARD #515-16; HGAC #EM06-17	1	55,413.45	55,413.45

DUNS: 07-594-9644; TIN: 58-1328598; Cage Code: 2Y851. We appreciate the opportunity to serve your government business needs.	<b>Total</b>	\$55,413.45
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**CITY COMMISSION REGULAR MTG**

**(5) (g)**

**Meeting Date:** 12/05/2018

Bid # 2019-062 New Various Pickup Trucks

**Submitted For:** Mike McKinley, Public Works

**Submitted By:** Mike McKinley, Public Works

**Department:** Public Works

---

**Information**

**ACTION REQUEST (Brief Summary)**

Approve the purchase of three (3) vehicles for various City departments.

**BACKGROUND**

On October 19, 2018 bid packets were mailed out to area vendors. Bids were opened on Monday, November 05, 2018 at 2:00 p.m..

A letter of recommendation and bid tabulation are attached for your review.

**ANALYSIS**

The lowest responsible bid was received from McRee Ford in Dickinson Texas for the total amount of \$77,208.58.

It is the recommendation of the Public Works Department and the Fleet Maintenance Superintendent to award the purchase and delivery of Bid # 2019-062 New Various Pickup Trucks to McRee Ford for the total bid amount of \$77,208.58.

Thank you.

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**

**Attachments**

Resolution

Exhibit A

Exhibit B

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**RESOLUTION NO. 18-134**

**A RESOLUTION AWARDING BID NO. 2019-062 AND AUTHORIZING THE PURCHASE OF THREE (3) NEW VARIOUS PICKUP TRUCKS; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

---

**WHEREAS**, on October 19, 2018, bid packets mailed to local area vendors; and

**WHEREAS**, on November 5, 2018, bids were opened for Bid No. 2019-062 New Various Pickup Trucks; and

**WHEREAS**, it is the recommendation of the Public Works Department and the Fleet Maintenance Superintendent to award the purchase and delivery of Bid No. 2019-062 New Various Pickup Trucks to McRee Ford of Dickinson, Texas, for the total bid price of \$77,208.58.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the City Commission of the City of Texas City, Texas, hereby awards the purchase and delivery of Bid No. 2019-062 New Various Pickup Trucks to McRee Ford of Dickinson, Texas.

**SECTION 2:** That the Mayor is hereby authorized to enter into a contract with McRee Ford for the respective unit prices bid in **Exhibit "A"** attached hereto and made a part hereof for all intents and purposes.

**SECTION 3:** That this Resolution shall be in full force and effect from and after its passage and adoption.

**PASSED AND ADOPTED this 5th day of December 2018.**

---

Matthew T. Doyle, Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

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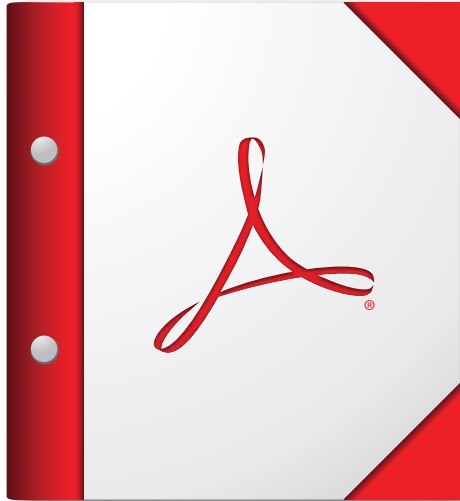
James M. Hartshorn

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Russell F. Plackemeier

City Secretary

City Attorney



**For the best experience, open this PDF portfolio in  
Acrobat X or Adobe Reader X, or later.**

[Get Adobe Reader Now!](#)

**BID TABULATION**

**2019-062 NEW 2019 VARIOUS TRUCKS SUVS**

Bid Opening: Tuesday, November 06, 2018 at 2:00 p.m.

<b><u>BIDDER</u></b>	<b><u>SPEC. A</u> 2019 ¾ Ton 4X2 Service Body</b>	<b><u>SPEC. B</u> (2) 2019 ¾ Ton 4X2 Pickup Trucks</b>	<b><u>SPEC. C</u> 2019 4X2 SUV</b>		<b><u>TOTAL</u></b>
Grapevine Dodge	NO BID	NO BID	DURANGO \$26,426.00		\$26,426.00
Gunn Automotive Group	NO BID	NO BID	NO BID		NO BID
Caldwell Country Ford	\$31,335.00	\$24,175.00	TRAVERSE \$26,275.00 (CHEV.)		\$105,960.00
McRee Ford	\$30,278.86	\$23,464.86	NO BID		\$77,208.58
Cook Ford	NO BID	NO BID	NO BID		NO BID
Karl Klement Ford	NO BID	NO BID	NO BID		NO BID
Freedom Auto Group	NO BID	NO BID	NO BID		NO BID

**CITY COMMISSION REGULAR MTG**

**Ord 13-52**

**Meeting Date:** 12/05/2018

Amend the fiscal year 2018/2019 budget to close 2017/2018 fiscal year purchase orders.

**Submitted For:** Laura Boyd, Finance

**Submitted By:** Laura Boyd, Finance

**Department:** Finance

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider approval of a request to amend the fiscal year 2018-2019 budget to close 2017-2018 fiscal year purchase orders.

**BACKGROUND**

Purchase orders that are outstanding at the end of the fiscal year are to be canceled and rolled into the current fiscal year 2018-2019. Since encumbrances impact budgets, the current fiscal year's budget must be increased to reflect outstanding encumbrances from the 2017-2018 fiscal year.

**ANALYSIS**

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**

**Attachments**

Ordinance

---

**ORDINANCE NO. 18-30**

**AN ORDINANCE AMENDING ORDINANCE NO. 18-26, ADOPTING THE 2018-2019 FISCAL YEAR BUDGET TO CLOSE THE 2017-2018 FISCAL YEAR PURCHASE ORDERS; DIRECTING THE CHIEF EXECUTIVE OFFICER TO FILE OR CAUSE TO BE FILED A COPY OF THE AMENDED BUDGET IN THE OFFICE OF THE GALVESTON COUNTY CLERK; DISPENSING WITH THE REQUIREMENT FOR READING THIS ORDINANCE ON THREE (3) SEPARATE DAYS; AND PROVIDING THAT THIS ORDINANCE SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

**WHEREAS**, by Ordinance No. 18-26, the City Commission of the City of Texas City, Texas, adopted its budget for Fiscal Year 2018-2019; and

**WHEREAS**, a budget amendment is needed to close 2017-2018 Fiscal Year Purchase Orders.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

**SECTION 2:** That the budget for Fiscal Year 2018-2019 of the City of Texas City, Texas, is hereby amended as follows:

**Amend the Fiscal Year 2018-2019 Budget to close 2017-2018 fiscal year purchase orders.**

**SECTION 3:** That the chief executive officer shall file or cause to be filed a copy of this budget amendment in the office of the Galveston County Clerk.

**SECTION 4:** That the Charter requirement for reading this Ordinance on three (3) separate days has been dispensed by a majority vote of all members of the City Commission.

**SECTION 5:** That this Ordinance shall be finally passed and adopted on the date of its introduction and shall become effective from and after its passage and adoption.

**PASSED AND ADOPTED this 5th day of December 2018.**

---

Matthew T. Doyle, Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

---

James M. Hartshorn  
City Secretary

---

Russell F. Plackemeier  
Acting City Attorney



**CITY COMMISSION REGULAR MTG**

**(6) (b)**

**Meeting Date:** 12/05/2018

Consider approval of a request to amend the City of Texas City’s fiscal year 2018-19 budget.

**Submitted For:** Laura Boyd, Finance

**Submitted By:** Laura Boyd, Finance

**Department:** Finance

**Information**

**ACTION REQUEST (Brief Summary)**

Consider approval of a request to amend the City of Texas City’s fiscal year 2018-19 budget.

**BACKGROUND**

Ducks Unlimited and Galveston Bay Foundation are working on a project to benefit the wetlands habitat of the Dollar Bay and Moses Lake area. They have requested the City commit \$200,000 in support of this project. A budget amendment is required to fulfill this commitment.

The city will provide \$200,000 from the Texas City Dike fund to this project.

**ANALYSIS**

Budget amendment is as follows:

**Texas City Dike Fund (279):**

Special Project Expenses	\$200,000.00
Undesignated Fund Balance	(\$200,000.00)

**ALTERNATIVES CONSIDERED**

**Fiscal Impact**

**Attachments**

Ordinance  
Attachment

**ORDINANCE NO. 18-31**

**AN ORDINANCE AMENDING ORDINANCE NO. 18-26, ADOPTING THE CITY OF TEXAS CITY'S 2018-2019 FISCAL YEAR BUDGET TO APPROPRIATE FUNDS FOR THE DOLLAR BAY AND MOSES LAKE HABITAT PROJECT; DIRECTING THE CHIEF EXECUTIVE OFFICER TO FILE OR CAUSE TO BE FILED A COPY OF THE BUDGET AMENDMENT IN THE OFFICE OF THE GALVESTON COUNTY CLERK; DISPENSING WITH THE REQUIREMENT FOR READING THIS ORDINANCE ON THREE (3) SEPARATE DAYS; AND PROVIDING THAT THIS ORDINANCE SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

**WHEREAS**, by Ordinance No. 18-26 the City Commission of the City of Texas City, Texas, adopted its budget for Fiscal Year 2018-2019; and

**WHEREAS**, Ducks Unlimited and Galveston Bay Foundation are working on a project to benefit the wetlands habitat of the Dollar Bay and Moses Lake area; and

**WHEREAS**, the foundations have requested that the City of Texas City commit \$200,000.00 in support of this project; and

**WHEREAS**, a budget amendment is needed to appropriate funds to fulfill this commitment to the Dollar Bay and Moses Lake Habitat Project; and

**WHEREAS**, the City of Texas City will provide \$200,000.00 from the Texas City Dike Fund to this project.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

**SECTION 2:** That the budget for Fiscal Year 2018-2019 of the City of Texas City, Texas, is hereby amended as follows:

**Texas City Dike Fund (279):**

Special Project Expenses:	\$200,000.00
Undesignated Fund Balance:	(\$200,000.00)

**SECTION 3:** That the chief executive officer shall file or cause to be filed a copy of this budget amendment in the office of the Galveston County Clerk.

**SECTION 4:** That the Charter requirement for reading this Ordinance on three (3) separate days

has been dispensed by a majority vote of all members of the City Commission.

**SECTION 5:** That this Ordinance shall be finally passed and adopted on the date of its introduction and shall become effective from and after its passage and adoption.

**PASSED AND ADOPTED this 5th day of December 2018.**

---

Matthew T. Doyle, Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

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James M. Hartshorn  
City Secretary

---

Russell F. Plackemeier  
City Attorney

# Dollar Bay and Moses Lake Wetlands Restoration and Protection – Phase III

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Proposed Request from Texas City: \$200,000

Total Estimated Cost: \$3.5 million

Project Size: 177 acres

Ducks Unlimited and Galveston Bay Foundation (GBF) is seeking funding for the implementation of a wetland restoration and protection project within the Dollar Bay-Moses Lake system north of Texas City. The project consists of two sites where marsh terraces will be constructed to raise the elevations of the bay bottom to heights sufficient to support intertidal marsh and smooth cordgrass plantings. The terraces will be constructed by the borrowing of on-site material that will be side-casted to construct the terraces. Breakwaters will be constructed in front of the marsh terraces to prevent erosion to the restored habitat and provide structure available for oyster colonization. The project will result in approximately 72 acres of intertidal wetland complex restored by constructing 47 terraces at a total length of approximately 13,092 feet and construction of approximately 4,325 feet of protective breakwaters. Studies have shown that marsh edges provide tremendous habitat for fish and invertebrate marine species. The terraces will provide up to 26,184 feet of marsh edge habitat. The breakwaters will also protect existing coastal habitats, consisting of 16 acres of wetlands and 89 acres of upland. Community volunteers will engage in the hands-on restoration at the site by participation in public marsh planting events.

This project represents Phase III of a multi-phase project that will restore and protect coastal habitats within the Dollar Bay-Moses Lake system. Phase I efforts accomplished the final project design and permitting requirements. Phase II is currently underway and includes the implementation of a 1.3 mile living shoreline along the northern shoreline of Moses Lake adjacent to The Nature Conservancy's Texas City Prairie Preserve (TCPP). The Phase II project includes the construction of nearshore breakwaters to stop/reduce erosion of the TCPP shoreline (losing 2-4 feet per year) and restore up to 10 acres of intertidal marsh behind the breakwaters by planting smooth cordgrass where elevations allow. Phase I and II activities were funded by previous contributions and grants from the following public and private entities.

Accenture (\$50,000)	NFWF – Shell Marine & Wildlife Habitat Program (\$250,000)
CCA – Building Conservation Trust, CCA Texas – Habitat Today for Fish Tomorrow (\$150,000)	Texas GLO – Coastal Erosion Planning & Response Act (\$851,250)
NFWF – Gulf Environmental Benefit Fund (\$120,000)	USFWS – Coastal Program (\$100,000)

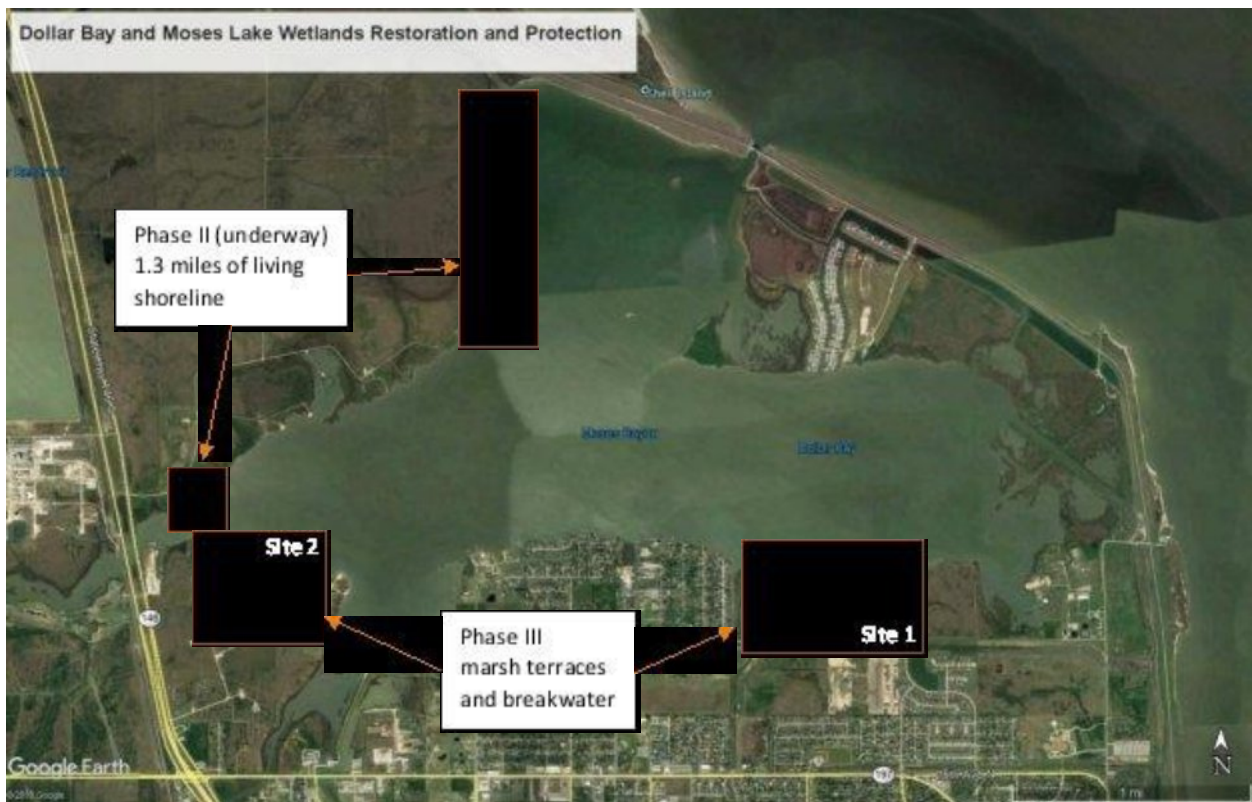
The proposed Phase III project is construction ready. The project has received both USACE permit and Texas GLO lease authorization. Final project plans (100% level) that include construction contract documents and bidding documents have been completed. The engineer's opinion of probable construction costs, including project administration, range from \$3.3 to \$3.5 million.

The project has secured a commitment of funds from Galveston Bay Estuary Program – Texas Commission on Environmental Quality (GBEP-TCEQ) in the amount of \$125,000. Proposed City of Texas City funding will be combined with GBEP-TCEQ funds and other proposed funding contributions to cover direct and

indirect costs associated with construction of breakwater structures and marsh terraces. Project construction is tentatively scheduled to begin in early 2020. Secured and proposed funding sources for Phase III construction include:

Galveston Bay Estuary Program – Texas Commission on Environmental Quality	\$125,000 secured
City of Texas City	\$200,000 proposed
National Fish & Wildlife Foundation – Gulf Environmental Benefit Fund	\$1 million requested in submitted proposal
Coastal Conservation Association – Building Conservation Trust	Submitted proposal
Texas General Land Office – Coastal Erosion Planning & Response Act	Submitted proposal

Project overview showing both construction phases. Requested funds from City of Texas City will be used for Phase III Sites 1 and 2 construction of breakwater and/or marsh terraces.



Phase III Site 1 construction design on southern shoreline of Dollar Bay directly north of Texas City.





**CITY COMMISSION REGULAR MTG**

**(6) (c)**

**Meeting Date:** 12/05/2018

Amend fiscal year 2018-2019 budget

**Submitted For:** Laura Boyd, Finance

**Submitted By:** Laura Boyd, Finance

**Department:** Finance

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on Ordinance 18-32, amending the City's fiscal year 2018-2019 budget to appropriate funds for engineering fees pertaining to Lift Station #29 improvements.

**BACKGROUND**

From City Engineer:

Lift Station #29 is part of the City's sanitary sewer collection system that provides service to the western areas of the City including all of Lago Mar, the Demontrond area, Mall of the Mainland and other developments along FM 2004 and Century Blvd. The City's master plan for sanitary sewer identifies Lift Station #29 as a key component in providing sewer service to this part of the City. With the continued success of the Lago Mar development, and other developments in the area to a lesser extent, there is a need to improve the lift station and increase its sewer pumping capacity. City staff and ARKK have identified improvements that will maximize the capacity of other components of the lift station including the wet well structure and force main. Currently the lift station has capacity for approximately 1500 equivalent single-family connections. After construction of the improvements, the capacity will be approximately 3000 equivalent single-family connections. The construction project is anticipated to cost approximately \$1,265,000.

This budget amendment is to account for the engineering fees of this project. See Resolution 18-132.

**ANALYSIS**

Budget Amendment:

**Capital Recovery Sewer Zone 2 (Fund 256):**

Lift Station Improvements     \$135,505.00  
Unassigned Fund Balance     (\$135,505.00)

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**

**Attachments**

Ordinance

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**ORDINANCE NO. 18-32**

**AN ORDINANCE AMENDING ORDINANCE NO. 18-26, ADOPTING THE CITY OF TEXAS CITY'S 2018-2019 FISCAL YEAR BUDGET TO APPROPRIATE FUNDS FOR ENGINEERING FEES PERTAINING TO LIFT STATION #29 IMPROVEMENTS; DIRECTING THE CHIEF EXECUTIVE OFFICER TO FILE OR CAUSE TO BE FILED A COPY OF THE BUDGET AMENDMENT IN THE OFFICE OF THE GALVESTON COUNTY CLERK; DISPENSING WITH THE REQUIREMENT FOR READING THIS ORDINANCE ON THREE (3) SEPARATE DAYS; AND PROVIDING THAT THIS ORDINANCE SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

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**WHEREAS**, by Ordinance No. 18-26, the City Commission of the City of Texas City, Texas, adopted its budget for Fiscal Year 2018-2019; and

**WHEREAS**, Lift Station #29 is part of the City's sanitary sewer collection system that provides service to the western areas of the City and has been identified as a key component in the City's master plan for sanitary sewers.

**WHEREAS**, this budget amendment is to account for the engineering fees for this project. See Resolution No. 18-132; and

**WHEREAS**, the total cost is estimated at \$135,505.00.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

**SECTION 2:** That the budget for Fiscal Year 2018-2019 of the City of Texas City, Texas, is hereby amended as follows:

**Budget Amendment:**

**Capital Recovery Sewer Zone 2 (Fund 256):**

Lift Station Improvements	\$135,505.00
Unassigned Fund Balance	(\$135,505.00)

**SECTION 3:** That the chief executive officer shall file or cause to be filed a copy of this budget amendment in the office of the Galveston County Clerk.

**SECTION 4:** That the Charter requirement for reading this Ordinance on three (3) separate days

has been dispensed by a majority vote of all members of the City Commission.

**SECTION 5:** That this Ordinance shall be finally passed and adopted on the date of its introduction and shall become effective from and after its passage and adoption.

**PASSED AND ADOPTED this 5th day of December 2018.**

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Matthew T. Doyle, Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

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James M. Hartshorn  
City Secretary

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Russell F. Plackemeier  
City Attorney

**CITY COMMISSION REGULAR MTG**

**(6) (d)**

**Meeting Date:** 12/05/2018

Amend fiscal year 2018-2019 budget

**Submitted For:** Laura Boyd, Finance

**Submitted By:** Laura Boyd, Finance

**Department:** Finance

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**Information**

**ACTION REQUEST (Brief Summary)**

Consider and take action on Ordinance 18-33, amending the City's fiscal year 2018-2019 budget to appropriate funds for the African American Cultural Park.

**BACKGROUND**

From Dennis J. Harris, Director of Recreation and Tourism:

I am requesting a budget amendment for the proposed African American Cultural Park in the amount of \$225,000 be placed on Wednesday, December 5th City Commission agenda for their consideration and approval.

The location of the site will be located at the Sanders/Vincent Community Center at the corner of 3rd Ave North and 4th Street North. The purpose of the park would be to commemorate the African American history and its impact to the community centered around the former Booker T. Washington school. This would feature historical markers, businesses, churches and interpretive signage, etc.

Attached is the site plan.

**ANALYSIS**

Budget Amendment:

**General Fund (Fund 101):**

Park Improvements	\$225,000.00
Unassigned Fund Balance	(\$225,000.00)

**ALTERNATIVES CONSIDERED**

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**Fiscal Impact**

**Attachments**

Resolution

Park site map

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**ORDINANCE NO. 18-33**

**AN ORDINANCE AMENDING ORDINANCE NO. 18-26, ADOPTING THE CITY OF TEXAS CITY'S 2018-2019 FISCAL YEAR BUDGET TO APPROPRIATE FUNDS FOR THE AFRICAN AMERICAN CULTURAL PARK; DIRECTING THE CHIEF EXECUTIVE OFFICER TO FILE OR CAUSE TO BE FILED A COPY OF THE BUDGET AMENDMENT IN THE OFFICE OF THE GALVESTON COUNTY CLERK; DISPENSING WITH THE REQUIREMENT FOR READING THIS ORDINANCE ON THREE (3) SEPARATE DAYS; AND PROVIDING THAT THIS ORDINANCE SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.**

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**WHEREAS**, by Ordinance No. 18-26, the City Commission of the City of Texas City, Texas, adopted its budget for Fiscal Year 2018-2019; and

**WHEREAS**, a budget amendment is needed to provide funding for an African American Cultural park; and

**WHEREAS**, the purpose of the park would be to commemorate the African American history and its impact to the community centered around the former Booker T. Washington school; and

**WHEREAS**, the location of the site will be located at the Sanders/Vincent Community Center and the corner of 3rd Avenue North and 4th Street North; and

**WHEREAS**, the budget amendment is requested in the amount of \$225,000.00.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:**

**SECTION 1:** That the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct.

**SECTION 2:** That the budget for Fiscal Year 2018-2019 of the City of Texas City, Texas, is hereby amended as follows:

**Budget Amendment:**

**General Fund (Fund 101):**

Park Improvements	\$225,000.00
Unassigned Fund Balance	(\$225,000.00)

**SECTION 3:** That the chief executive officer shall file or cause to be filed a copy of this budget amendment in the office of the Galveston County Clerk.

**SECTION 4:** That the Charter requirement for reading this Ordinance on three (3) separate days has been dispensed by a majority vote of all members of the City Commission.

**SECTION 5:** That this Ordinance shall be finally passed and adopted on the date of its introduction and shall become effective from and after its passage and adoption.

**PASSED AND ADOPTED this 5th day of December 2018.**

---

Matthew T. Doyle, Mayor  
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

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James M. Hartshorn  
City Secretary

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Russell F. Plackemeier  
City Attorney



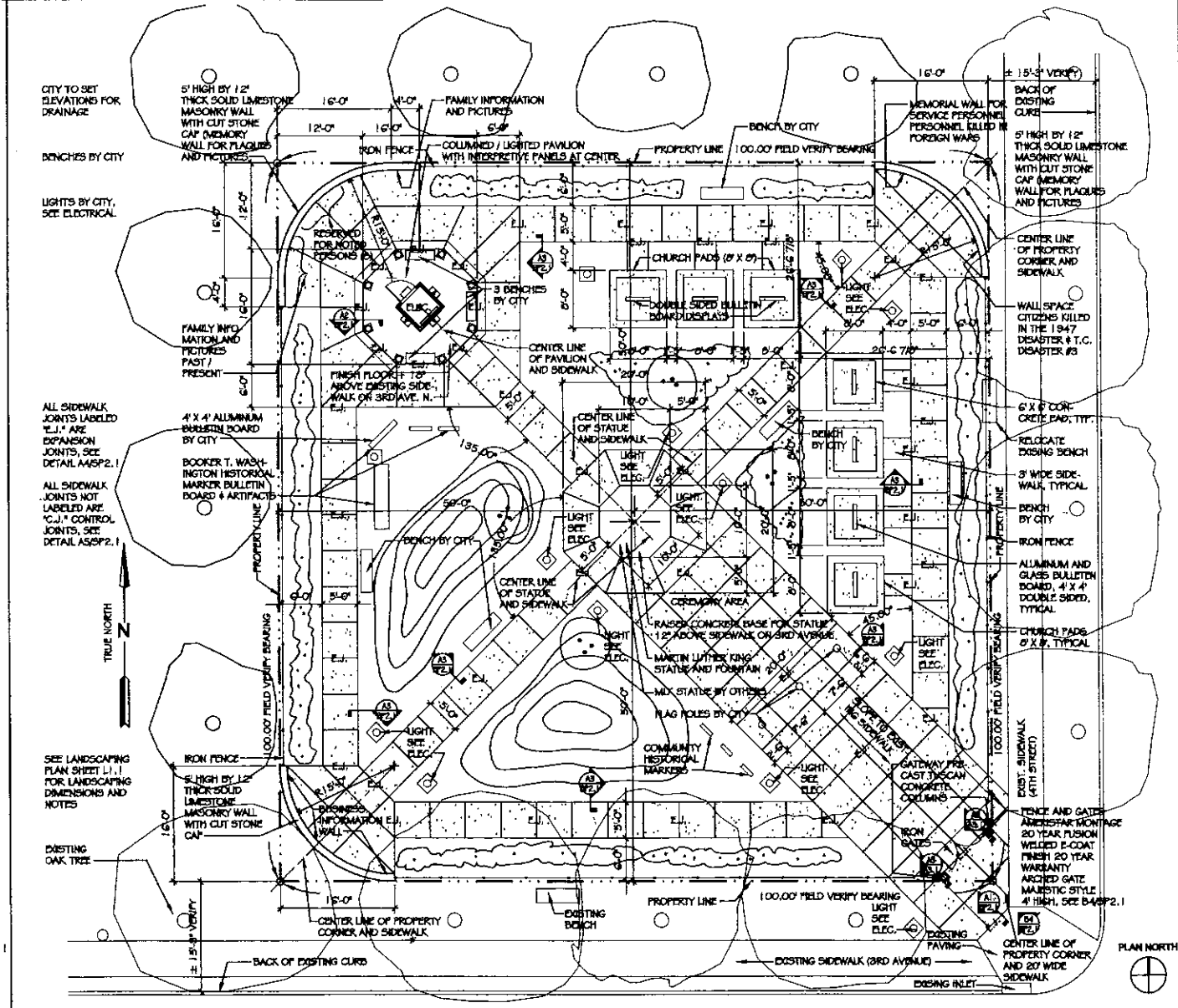
A3  
SP1.7

VICINITY MAP PLAN

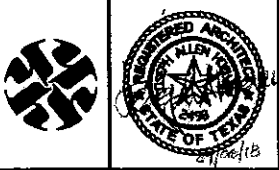
MARK	REVISION	BY	APP.	DATE

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**JOSEPH HOOVER AIA + ASSOCIATES**  
 ARCHITECTURE+PLANNING+INTERIORS  
 POST OFFICE BOX 2426      TEXAS CITY, TEXAS 77592



**A3** **SP1.1** **SITE PLAN** SCALE: 1" = 10'-0"



DRAWN BY MLV  
 DESIGN BY JAH  
 CHECK BY JAH  
 PROJ MGR JAH

**TEXAS CITY AFRICAN AMERICAN CULTURAL PARK**  
**FOR THE CITY OF TEXAS CITY**  
 NW. CORNER OF 3RD AVE. N. & 4TH ST. N. TEXAS CITY, TEXAS 77590  
**SITE PLAN AND**  
**VICINITY MAP PLAN**

DRAWING NO. SP1.1  
 PROJECT NO. 180601  
 DATE: 07-06-18  
 SHEET NO.      OF