

CITY OF TEXAS CITY
REGULAR CALLED CITY COMMISSION MEETING

AGENDA

WEDNESDAY, APRIL 6, 2022 - 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) PROCLAMATIONS AND PRESENTATIONS
 - (a) Proclaiming April 11, 2022 - April 15, 2022, as Community Development Week
- (5) REPORTS
 - (a) Summer Recreation Programs (Recreation and Tourism)
- (6) PUBLIC COMMENTS
- (7) CONSENT AGENDA
 - (a) Approve City Commission Minutes for March 16, 2022 meeting. (City Secretary)
 - (b) Consider and take action on Resolution No. 2022-033, a reworded version of previously approved Resolution No. 2022-010, authorizing Assistant Police Chief Jess Colwell to apply for, accept, reject, alter or terminate the Covert Communications Equipment Grant. (Police Department)
 - (c) Consider and take action on Resolution No. 2022-034, approving and awarding a contract for Bid No. 2022-011 Delivered Hot and Warm Asphalt Annual Contract. (Public Works)
 - (d) Consider and take action on Resolution No. 2022-035, approving changes to the Moore Memorial Library's Collection Development Policy. (Library)

- (e) Consider and take action on Resolution No. 2022-036, approving the appointment of two (2) alternate members, Jayla Weatherspoon and Fernando Tello, to the City of Texas City's Zoning Commission Board. (Engineering & Planning)
- (f) Consider and take action on Resolution No. 2022-037, approving RFP No. 2022-010 for the Management and Operations of the Bayou Golf Course Snack Bar and Concessions. (Purchasing)
- (g) Consider and take action on Resolution No. 2022-038, awarding the Texas City Dike Solar Lights Replacement Project to Crescent Electric (BuyBoard Contract No. 638-21). (Public Works)
- (h) Consider and take action on Resolution No. 2022-039, approving the execution of a purchase order for ARKK Engineers, LLC., to provide Engineering Services for the 2022 American Rescue Plan Act. (Public Works)
- (i) Consider and take action on Resolution No. 2022-040, appointing two members, Donna Nicole and Christina Bergvall, to the Moore Memorial Library Board of Trustees. (Library)
- (j) Consider and take action on Resolution No. 2022-041, approving the purchase of Microsoft 365 through OMNIA Purchasing Contract R210401. (Information Technology)
- (8) REGULAR ITEMS
 - (a) Consider and take action on Ordinance No. 2022-06, amending the fiscal year 2021-2022 budget to appropriate funds for replacing solar powered lights on the Texas City Dike. (Finance)
- (9) COMMISSIONERS' COMMENTS
- (10) MAYOR'S COMMENTS
- (11) 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 APRIL 1, 2022, PRIOR TO 5:00 P.M. AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

RHOMARI LEIGH
CITY SECRETARY

CITY COMMISSION REGULAR MTG

(5) (a)

Meeting Date: 04/06/2022

Submitted By: Rhomari Leigh, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Summer Recreation Programs (Recreation and Tourism)

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Staff Report

PARKS, REC. & TOURISM 2022 SUMMER PROGRAMS

City Commission Meeting

April 6, 2022

NESSLER FAMILY AQUATICS CENTER

Operating Hours

10 am – 6 pm

Pool Party Reservations

6:30pm – 8:30pm (Thur. – Sun.)

- Weekends Only: May 7th – May 29th
- Open Tues. - Sunday: May 31st – August 7th
- Weekends Only: August 13th – September 4th

Aquatics Summer Programs

- Summer Swim Lessons
- MAKOS Summer Swim Team



SUMMER ATHLETIC PROGRAMS

Tennis Program
Ages 6-18
Begins June 1st



Jr. Golf Clinic
Ages 6-18
Three one week
sessions
June/July/August

Track Team
Ages 6-18
Competes all
summer!



CAMP BY THE BAY!

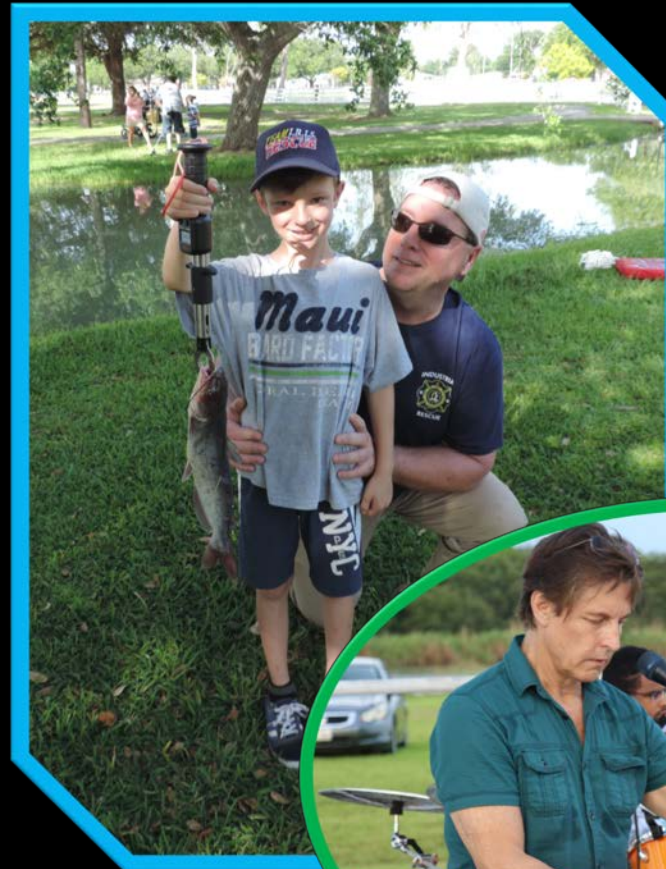
- 24 Summer Camp Counselors & Summer Food Staff
- 180 Campers per week
- Locations
 - Nessler Center
 - Lowry Center
 - Carver Center
 - Sanders/Vincent Center
- Camp Daily Schedule
 - Swimming
 - Afternoon Activities:
 - Games
 - Arts & Crafts
 - Nutrition Classes
 - Field Trips

- Registration Begins: May 2nd
- Camp Sessions: June 6th – August 5th
7:30 am – 5:30 pm
- Day Camp (Ages 6 – 12)
- Resident: \$50 Non-Res: \$100



SUMMER SPECIAL EVENTS

- **Family Movie Night at Nessler Park**
June 24th, July 8th, July 22rd & Aug 5th
at 8:30pm
- **Kid Fish Event at Carver Park**
June 11th, 9am – Noon
- **Concert in the Park, Bay Street Park**
July 15th, July 29th



SUMMER SPECIAL EVENTS

Cinco De Mayo Parade & Celebration
April 30th 10am, Nessler Park

Independence Day Celebration
Bay Street Park
Monday, July 4th

- Parade at 10am
- Band performs at 7pm
- Fireworks at Dusk

Juneteenth Celebrations

- A Night of Painting, June 7th
- Gospel Festival, June 10th
- Golf Tournament, June 14th at 1pm
- Poetry Slam, June 17th
- Parade & Celebration in the Park, June 18th at 3pm



CITY COMMISSION REGULAR MTG

(7) (a)

Meeting Date: 04/06/2022

Submitted By: Rhomari Leigh, City Secretary

Department: City Secretary

Information

ACTION REQUEST (Brief Summary)

Approve City Commission Minutes for March 16, 2022 meeting. (City Secretary)

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Minutes

REGULAR CALLED CITY COMMISSION MEETING

MINUTES

WEDNESDAY, MARCH 16, 2022 – 5:00 P.M.
KENNETH T. NUNN COUNCIL ROOM – CITY HALL

A Regular Called Meeting of the City Commission was held on Wednesday, MARCH 16, 2022, 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 5:00 p.m. by Mayor Dedrick D. Johnson.

1. ROLL CALL

Present: Dedrick D. Johnson, Mayor
Thelma Bowie, Commissioner At-Large, Mayor Pro Tem
Felix Herrera, Commissioner District 2
Dorthea Jones Pointer, Commissioner District 3
Jami Clark, Commissioner District 4

Absent: Kevin Yackly, Commissioner At-Large
Keith Henry, Commissioner District 1

2. INVOCATION

Led by Pastor Chon Pugh of Memorial Lutheran Church and First Presbyterian Church.

3. PLEDGE OF ALLEGIANCE

Led by Mayor Pro Tem Thelma Bowie.

4. PROCLAMATIONS AND PRESENTATIONS

a. Service Awards

Micah Voight	Fire	03/05/2012	10 years
Dennis J. Harris	Parks & Recreation	03/05/2012	10 years
James Ceasar	Bayou Golf	03/21/2002	20 years
Herman Hilden	Rain Water Pump Station	03/18/2002	20 years

5. REPORTS

a. Annual Golf Report (Bayou Golf Course)

Mike Skiba, Head Golf Professional, gave a PowerPoint presentation.

b. Audit Report FY 20/21 (Whitley Penn)

PowerPoint presentation was given by Patrick Simmons of Whitley Penn.

6. PUBLIC HEARING

- a. SSLT, Inc. requests to rezone from "A-1" (Single-Family Residential) to "I" (Planned Unit Development) to construct Marlow Lake North - a Master Planned Community within the City of Texas City.

Kim Golden, City Engineer, gave a summary of the rezone request.

Motion by Commissioner District 4 Jami Clark, Seconded by Commissioner At-Large, Mayor Pro Tem Thelma Bowie to close the public hearing.

Vote: 5 - 0 CARRIED

7. PRELIMINARY ZONING APPROVAL

- a. Consider and take action on the request from SSLT, Inc. to rezone from "A-1" (Single-Family Residential) to "I" (Planned Unit Development) to construct Marlow Lake North - a Master Planned Community within the City of Texas City.

Motion by Commissioner District 3 Dorthea Jones Pointer, Seconded by Commissioner District 2 Felix Herrera to approve the rezoning request.

Vote: 5 - 0 CARRIED

8. PUBLIC COMMENTS

There were none.

9. CONSENT AGENDA

Motioned by Mayor Pro Tem Thelma Bowie, seconded by Commissioner District 4 Jami Clark to approve Consent Agenda items a, b, c, d, and e.

- a. Approve City Commission Minutes for March 2, 2022 meeting. (City Secretary)

Vote: 5 - 0 CARRIED

- b. Consider and take action on Resolution No. 2022-028, approving the purchase and installation of a new swimming pool heater at the Lowry Center. (Public Works)

Vote: 5 - 0 CARRIED

- c. Consider and take action on Resolution No. 2022-029, approving the purchase of one (1) 2000 GPM E-One Typhoon Pumper, with foam capability, from Lone Star Emergency Group in the amount of \$719,601.00, for Fire Station 4, through the H.G.A.C. Buy Program. (Fire Department)

Vote: 5 - 0 CARRIED

- d. Consider and take action on Resolution No. 2022-031, suspending the May 2, 2022 effective date of the Proposal by CenterPoint Energy to Implement Interim Grip Rate Adjustments to residential Gas uses in Texas City due to Gas Utility Investments incurred by CenterPoint Energy in 2021. (Management Services)

Vote: 5 - 0 CARRIED

- e. Consider and take action on Resolution No. 2022-032, approving the creation of the Keep Texas City Beautiful Sub-Committee of the CDBG Citizen Advisory Committee; Providing for the appointment of an eight (8) member committee; Providing for their terms and term limits; Providing a charge for the committee; Providing for a staff member to be involved; Providing a severability charge; and Providing for an effective date. (Community Development)

Vote: 5 - 0 CARRIED

10. REGULAR ITEMS

- a. Consider and take action on Resolution No. 2022-030, authorizing a Fee Schedule for rental rates related to the Texas City Emergency Services Training Center. (Fire Department)

Motion by Commissioner District 4 Jami Clark, Seconded by Commissioner District 3 Dorthea Jones Pointer to approve Resolution No. 2022-030.

Vote: 5 - 0 CARRIED

- b. Consider and take action on Ordinance No. 2022-04, by adding a new Section: *96.03 Hazardous Materials Response Cost Recovery* to Chapter 96 "Fire Prevention and Protection: Fireworks" to authorize the assessment of fees to recover the costs actually incurred by the City in responding to hazardous materials incidents. The purpose of which is to better protect the public health, safety, and welfare and protect and preserve public funds and tax dollars and are to be levied solely for the purpose of defraying the costs of the hazardous materials response for which the fees are assessed. (Fire Department)

Motion by Commissioner District 2 Felix Herrera, Seconded by Mayor Dedrick D. Johnson to approve Ordinance No. 2022-04.

Vote: 5 - 0 CARRIED

- c. Consider and take action on Ordinance No. 2022-05, amending the City of Texas City's fiscal year 2021-2022 budget to appropriate funds for a new fire truck and related equipment. (Finance)

Motion by Commissioner At-Large, Mayor Pro Tem Thelma Bowie, Seconded by Commissioner District 2 Felix Herrera to approve Ordinance No. 2022-05.

Vote: 5 - 0 CARRIED

11. ADJOURNMENT

Having no further business, Commissioner District 3 Dorthea Jones Pointer made a MOTION to ADJOURN at 5:43 p.m.; the motion was SECONDED by Commissioner District 4 Jami Clark. All present voted AYE. MOTION CARRIED.

DEDRICK D. JOHNSON, MAYOR

ATTEST:

Rhomari Leigh, City Secretary
Date Approved:

CITY COMMISSION REGULAR MTG

(7) (b)

Meeting Date: 04/06/2022

Submitted For: Jess Colwell, Police Department

Submitted By: Rhomari Leigh, City Secretary

Department: Police Department

Information

ACTION REQUEST (Brief Summary)

BACKGROUND

I have attached a reworded resolution to this email. It is for the radio equipment that was submitted for a grant. The grant has been funded by the state and commission already approved it but they (State) did not like the wording of the original resolution for some reason.

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

reworded Resolution

Original Resolution

RESOLUTION NO. 2022-030

A RESOLUTION AUTHORIZING ASSISTANT POLICE CHIEF JESS COLWELL TO SUBMIT AND ADMINISTER AN APPLICATION FOR A GRANT; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, The City of Texas City, Texas, finds it in the best interest of the citizens of Texas City, Texas, that the Covert Communications Equipment Grant be operated for the year 2022; and

WHEREAS, the City of Texas City, Texas, 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 be returned to the Office of the Governor in full; and

WHEREAS, the City of Texas City, Texas, designates Jess Colwell, Assistant Police Chief, 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 BY THE CITY COMMISSION OF THE CITY OF TEXAS CITY, TEXAS:

SECTION 1: That the City Commission of the City of Texas City, Texas, designates Assistant Police Chief Jess Colwell as the authorized official to apply for, accept reject, reject, alter or terminate the grant on behalf of the applicant agency.

SECTION 2: The City of Texas City approves submission of the grant application for the Covert Communications Equipment Grant to the Office of the Governor.

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

PASSED AND ADOPTED this 6th day of April 2022.

Dedrick D. Johnson, Sr. Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

RESOLUTION NO. 2022-010

A RESOLUTION AUTHORIZING ASSISTANT POLICE CHIEF JESS COLWELL TO SUBMIT AND ADMINISTER AN APPLICATION FOR A GRANT TO THE DJ-EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, The City of Texas City, Texas, finds it in the best interest of the citizens and the Police Department to apply for the DJ-Edwards Byrne Memorial Justice Assistance Grant Program; and

WHEREAS, the City of Texas City, Texas, designates Assistant Police Chief Jess Colwell to apply and administer funds for the DJ-Edwards Byrne Memorial Justice Assistance Grant Program, Grant Application No. 4460101, CFDA No. 16.1738.

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, approves designates Assistant Police Chief Jess Colwell to apply and administer funds for the DJ-Edwards Byrne Memorial Justice Assistance Grant Program, Grant Application No. 4460101, CFDA No. 16.1738.

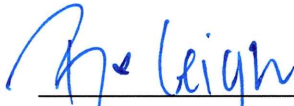
SECTION 2: That this Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this 2nd day of February 2022.




Dedrick D. Johnson, Sr. Mayor
City of Texas City, Texas

ATTEST:



Rhomari D. Leigh
City Secretary

APPROVED AS TO FORM:



Kyle L. Dickson
City Attorney

CITY COMMISSION REGULAR MTG

(7) (c)

Meeting Date: 04/06/2022

Bid # 2022-011 Delivered Hot and Warm Mix Asphalt Annual Contract

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

Department: Public Works

Information

ACTION REQUEST (Brief Summary)

Approve and award a contract for Bid # 2022-011 Delivered Hot and Warm Mix Asphalt Annual Contract

BACKGROUND

On March 1, 2022 and March 8, 2022 the Notice To Bidders was published in the Galveston County Daily News, and bid packets were sent out to local area vendors. Bids were opened on March 15, 2022 at 2p.m.. The lowest responsible bidder meeting all of the qualifications was Texas Materials Group, Inc. dba, Gulf Coast in Baytown, Texas.

A bid tabulation is attached for your review.

ANALYSIS

It is the recommendation of the Public Works Department to award Bid # 2022-011 Delivered Hot and Warm Mix Asphalt Annual Contract to Texas Materials Group, Inc. dba Gulf Coast, for the prices bid, and that the Mayor be authorized to execute a contract on behalf of the City Commission.

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Resolution
Exhibit A

RESOLUTION NO. 2022-035

A RESOLUTION AWARDING BID NUMBER 2022-011 AND AUTHORIZING THE MAYOR TO ENTER INTO AN ANNUAL CONTRACT FOR THE DELIVERY OF HOT AND WARM MIX ASPHALT ANNUAL CONTRACT; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, on March 1, 2022, and March 8, 2022, the Notice To Bidders was published in the Galveston County Daily News, and bid packets were mailed to area vendors for Bid No. 2022-011 Delivery of Hot and Warm Mix Asphalt Annual Contract; and

WHEREAS, bids were opened on March 15, 2022, and it is the recommendation of the Public Works Department that the bid be awarded to Texas Materials Group, Inc. dba Gulf Coast, Baytown, Texas.

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 contract by Texas Materials Group, Inc. dba Gulf Coast for Bid No. 2022-011 Delivery of Hot and Warm Mix Asphalt Annual Contract.

SECTION 2: That the Mayor is hereby authorized to enter into a contract with Texas Materials Group, Inc. dba Gulf Coast for the unit prices bid attached hereto as **Exhibit "A"**.

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

PASSED AND ADOPTED this 6th day of April 2022.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

City of Texas City

BID TABULATION

2022-011 DELIVERED HOT AND WARM MIX ASPHALT

Bid Opening: Tuesday, March 15, 2022 at 2 p.m.

<u>BIDDER</u>	Vulcan Materials	Texas Materials Group dba: Gulf Coast
TYPE "D" HOT MIX 2000 tons	\$88.78 / ton \$177,560.00	\$82.50 / ton \$165,000.00
TYPE "D" WARM MIX 2000 tons	\$88.78 / ton \$177,560.00	\$84.50 / ton \$169,000
TYPE "A" BLACK BASE 2500 tons	\$77.69 / ton \$197,225.00	\$81.50 / ton \$203,750.00
Totals	\$549,345	\$537,750.00

CITY COMMISSION REGULAR MTG

(7) (d)

Meeting Date: 04/06/2022

Motion to approve changes to Library Collection Development Policy

Submitted For: Luke Alvey, Library

Submitted By: Luke Alvey, Library

Department: Library

Information

ACTION REQUEST (Brief Summary)

The library has recently updated the Collection Development Policy. The changes are as follows: adding a new Local Author's Collection policy, updating demographic background of city based on 2020 census, and removing outdated format types. The policy was unanimously approved by the Library Board.

BACKGROUND

It has been almost 10 years since the last update to our Collection Development Plan. This plan is reviewed thoroughly at least once every 3 years. The plan has not needed alteration until now, because we had no new census data and we had no new formats or collection rules. Our recent renovation has allowed us to make room for a new Local Author's collection. This collection will spotlight authors from Galveston County. This requires a change in our submission guidelines.

Attached is the full revised policy as well as a document with just the new changes for easy perusal.

ANALYSIS

This policy change will result in no budget increases and minimal use of staff time. We believe the collection will draw in new users and highlight the creativity and talent that Texas City is known for.

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Resolution

Changes to Collection Development plan

Collection Development Policy for approval

RESOLUTION NO. 2022-035

A RESOLUTION APPROVING CHANGES TO THE MOORE MEMORIAL PUBLIC LIBRARY COLLECTION DEVELOPMENT POLICY; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the Board of Trustees of the Moore Memorial Public Library has considered and approved the following policy changes:

- adding a new Local Author's Collection policy
- updating demographic background of city based on 2020 census
- removing outdated format types.

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 Moore Memorial Public Library Collection Development Policy changes as set out in **Exhibit "A"**, attached hereto and made a part hereof.

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

PASSED AND ADOPTED this 6th day of April 2022.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

MOORE MEMORIAL PUBLIC LIBRARY COLLECTION DEVELOPMENT POLICY (DRAFT)

CHANGES

Updated Community Profile- updated with 2020 Census data

Updated Material formats- Removed musical CDs section

Local Author Collection added

II. Community Analysis Considerations

Community Profile

Texas City covers approximately 64 square miles on the upper Texas Gulf Coast, with a service population in 2021 of approximately 56,000 persons. The community is heavily industrial with the petrochemical industry, port operations and support services accounting for a large portion of the local economy.

The community is increasingly racially diverse with residents in the 2020 census identifying themselves as follows:

- 38.0 % White (not Hispanic)
- 29.0 % Hispanic or Latino
- 28.5 % African American
- 0.8 % Asian
- 0.4 % Native American

7.7% of the population was born outside the United States and 20.5 % of the residents speak a language other than English at home.

A sizeable portion of the community has a low level of personal income. Only 15 % of the residents older than 25 have completed a Bachelor's degree. 19.1 % of residents of all ages live below the poverty level. About 26 % of the population is under the age of 18. Roughly 86% of households have a computer present and roughly 80% have access to broadband internet.

LOCAL AUTHOR COLLECTION

The Texas City Local Author Collection is provided to highlight the authors of Texas City. These items will circulate under normal rules to library patrons. The purpose is to connect readers with the authors of the community. All items must be donated to be considered for inclusion.

Procedures for submitting to the Local Author Collection

- Local authors must reside in Galveston County. Authors residing in Texas City will be given priority if shelf space is an issue.
- No more than three books from a single author will be accepted in a 12 month period.
- Authors may be limited even further based on shelf spacing issues.
- Authors must submit a donated copy of their book for review to MMPL.
- Local Authors must be 12 years or older; authors younger than 18 must have parental consent to donate book.
- Printed books must be bound in hardcover or trade paperback formats in suitable condition for circulating.
- Books will be immediately disqualified for the following reasons:
 - Potential loose pieces – loose-leaf pages, items glued inside the book, etc.
 - Lots of typos or other errors.
 - Workbooks or other books that encourage writing inside them.
 - Books with legally defamatory content.
- The author must represent and warrant full ownership and/or legal rights to publish all material in this book, including artwork.
- Books donated to the Local Author Collection may become damaged or go missing and thus be removed from the collection. Authors will not be informed of this removal. A second donated copy may be accepted to replace a damaged or missing copy.
- Books donated to the Local Author Collection become the property of the Library, which has the prerogative to keep or dispose of the items.
- Works of non-fiction, will not be considered without accompanying professional reviews.
 - An exception is works shelved in non-fiction such as poetry or drama that are artistic in nature.
 - It is up to local authors to solicit reviews for their works. You may resubmit your work if professional reviews appear at a later time.
- Due to limited staff team, library representatives are not able to meet with every author to discuss the work. Decisions made by the library are final.
- The library will not provide professional reviews, promotion, or marketing of an author's work, whether the materials are included or excluded.

MOORE MEMORIAL PUBLIC LIBRARY COLLECTION DEVELOPMENT POLICY

(Approved by Library Board)

CHANGES

Updated Community Profile- updated with 2020 Census data

Updated Material formats- Removed musical CDs section

Local Author Collection added

I. Mission and purpose

Moore Memorial Public Library was founded to meet the informational and reading needs of the citizens of Texas City. Recognizing the diversity of the community and the surrounding area, the library strives to provide information in a variety of formats to meet the educational, professional, cultural, and recreational needs of our patrons. The library offers materials to foster inclusion and contribute to cross-cultural understanding, to help patrons keep pace with the progress of technology, to allow persons to participate fully in political and social organizations and to perform their daily tasks more proficiently, to develop creative and spiritual potentials, to foster appreciation and enjoyment of our diverse culture, to promote personal and social well-being, and to contribute to the growth of knowledge in all areas.

The library's mission is to create a community of life-long learners in which all citizens share equally in the opportunities to increase skills, knowledge and understanding in all fields, regardless of wealth, race, age or cultural background. Special emphasis is also placed on providing special services to very young patrons with the goal of fostering a life-long love of reading and learning.

Based on the needs of the Texas City area, Moore Memorial Public Library has developed primary specializations of services as follows:

- Independent learners of all ages who have specific information needs or are undertaking independent study
- Students from preschool through undergraduate college level. Where resources allow, the library also tries to support further graduate study.
- Children from infancy through preschool in order to foster a love of reading and a lifelong commitment to learning
- Recreational readers of all ages

II. Community Analysis Considerations

Community Profile

Texas City covers approximately 64 square miles on the upper Texas Gulf Coast, with a service population in 2021 of approximately 56,000 persons. The community is heavily industrial with the petrochemical industry, port operations and support services accounting for a large portion of the local economy. The community is increasingly racially diverse with residents in the 2020 census identifying themselves as follows:

- 38.0 % White (not Hispanic)
- 29.0 % Hispanic or Latino
- 28.5 % African American
- 0.8 % Asian
- 0.4 % Native American

7.7% of the population was born outside the United States and 20.5 % of the residents speak a language other than English at home.

A sizeable portion of the community has a low level of personal income. Only 15 % of the residents older than 25 have completed a Bachelor's degree. 19.1 % of residents of all ages live below the poverty level. About 26 % of the population is under the age of 18. Roughly 86% of households have a computer present and roughly 80% have access to broadband internet.

School Districts

Texas City students in PREK- Grade 12 attend classes in four separate school districts and in several private schools. The number of home schoolers in the area is significant. Students make up a sizeable proportion of the library's clientele, which is located within walking distance of five schools. All of former La Marque ISD now are under Texas City ISD. Some city residents are also served by Dickinson ISD.

College of the Mainland, a community college, is located in Texas City. Within commuting distance there are a number of other colleges and universities that Texas City residents attend.

Hours of Operation - The library's hours of operations are much longer than those of most of the school libraries. Students frequently use library facilities for research, study, and homework.

Special services - The library services many small businesses and self-employed individuals, skilled laborers who work in the Texas City plants and refineries, and longshoremen who stop at the library while in port. The library also serves as a resource library for the smaller public libraries in communities surrounding Texas City.

III. Selection Criteria

In order to accomplish its mission, Moore Memorial Library provides free access to a full range of ideas and information in a variety of formats. Moore Memorial Public Library selects materials for its collections in accordance with the professional guidelines stated by the American Library Association in the Library Bill of Rights and interpretations.

Materials are evaluated as a whole, rather than on the basis of specific passages of parts. A work will not be excluded from the library's collection solely because of frankness of expression, depiction of a particular lifestyle or aspect of life, or controversial subject matter. Personal behavior of the author or creator of the material shall have no relevance to the selection decision. Materials which have the primary purpose of advertising, proselytizing, sensationalizing or pornography will not normally be selected.

Space and budget constraints may not allow for duplication of titles between collections.

Although Moore Memorial Library tries to supplement materials at all educational levels, it is the responsibility of the schools to provide curriculum materials. Normally the Library will not purchase textbooks or curriculum guides.

The following criteria will be considered in the selection of materials:

- Authority of the writer, producer or publisher
- Accuracy of the information
- Timeliness of the data
- Importance as a document of the times
- Popular demand
- Reviews by professional critics
- Literary and/or artistic merit
- Availability within the community or from other area libraries
- Physical durability of the item
- Cost
- Suitability for the intended audience
- Format
- Appropriateness and effectiveness of the medium to content
- Relationship to the existing collection
- Language of the item
- Quality of the translation
- Vitality and originality
- Clarity
- Size and storage requirements
- Duplication of existing holdings
- Licensing restrictions
- Need for technical or professional support
- Need for specialized equipment
- Ease of use
- Organization and style

- Presence of special sections such as discographies, bibliographies, indexes, glossaries, etc.).

The order of the criteria listed above does not indicate its relative importance or priority as selection criteria.

Selection tools

Librarians making selection decisions for materials for the library collection will utilize a variety of selection tools to include professional and trade journals and books, bibliographies, reviews from authoritative sources in various subject areas, professional discussions, magazines, newspapers, broadcast media, and publisher and vendor information.

It is not possible to apply single selection criteria to cover all formats and types of materials. An item need not meet all criteria to be acceptable.

It is understood that certain controversial topics or viewpoints may be objectionable to individual patrons. The Library attempts to represent all approaches to controversial issues. The Library neither endorses nor refutes the materials in its collections, it simply makes them available.

Selection of materials will not be made on the basis of expected approval or disapproval, but on the principles stated in this policy. Responsibility for choosing materials rests solely with the individual. In the case of children or young adults, that responsibility rests with their parents or legal guardians. Library staff will not regulate material choices for young patrons, nor prohibit their selection of controversial materials.

IV. Responsibility for selection

Ultimate responsibility for the selection of library materials rests with the Library Director who operates within the framework of approved policies. Those staff members who are qualified by education, training and experience may share this responsibility. Suggestions from the public and from other staff members are welcomed.

Library patrons are encouraged to submit purchase suggestions for both print and nonprint materials. These suggestions will be evaluated in accordance with the Collection Development Policy.

V. Reconsideration of Library Materials

Moore Memorial Public Library staff and Board of Trustees support intellectual freedom and subscribe to the principles outlined in the American Library Association's Library Bill of Rights and its statements Freedom to Read and Freedom to View. The library does not advocate, condone or reject the ideas found in its collection – it simply makes

them available. The Board of Trustees and the staff believe that censorship is purely an individual matter and declares that, while everyone is free to reject for themselves materials which they do not approve, they cannot exercise this right of censorship to restrict what others may read or view.

Requests from an individual to reconsider materials already in the collection will be handled as follows:

1. The Director or Assistant Director will explain the selection policy to the patron. If the library user wishes the Library to reconsider the material, they must complete and submit a Statement of Concern about Library Resources form. This form is available in the library and must be completed in its entirety and returned to the Library Director. The Library Director will form a committee of professional librarians from the Library staff members to review the request and ascertain that the Selection Policy was followed. The committee will provide the Library Director with a recommended response to the request within 3 weeks. The Library Director will review the committee's recommendation and send a written response to the patron within 4 weeks of the initial receipt of the completed Statement of Concern.

2. If the library user is not satisfied with this response, he/she may appeal the request. The Library Director will review the additional information and send a written response to the patron within 14 days. If the library patron seeks further appeal, final authority rests with the City Commission.

Library resources will not be removed from the collection during the review period.

VI. Material formats

Materials are purchased in a variety of formats in order to meet a variety of needs. New formats will be considered for purchase as resources are available when a significant portion of the service population is able to make use of the format. Other factors to be considered when adding a new format include cost, difficulty to use, availability of high quality items to select, and the Library's ability to acquire, process, circulate and secure the new materials.

Books

Books may be purchased in either hardback or paperback format depending on cost, expected usage, primary clientele, size, status as duplicate or primary copy, and expected shelf-life.

Serials

Decisions as to retention of back issue periodicals, annuals and continuations are made on a case-by-case basis.

Serials may be offered through online subscriptions.

Cost factors may preclude duplication of print and online subscriptions.

Microfilms/microfiche

This format will generally be collected only for genealogical or local history purposes.

Videos

The library currently purchases films only in DVD format for physical items. The library may also subscribe to services that provide library patrons film streaming and/or download options.

Talking books/audio books

Talking books are currently purchased in compact disc format. Preference will be given to unabridged versions.

Foreign language instructional materials are purchased in compact disc, DVD, database or electronic format.

Large print books

Books printed in type larger than 16 point are welcomed by many older persons, or persons with visual impairment. The library attempts to provide a balanced collection in this format to meet the wide variety of reading interests of its patrons.

Electronic resources (e-resources)

This format includes on-line databases, and all electronic or downloadable media including e-books, e-audio books, e-serials, downloadable music, film and video.

Collection development considerations for e-resources are addressed in more detail in Appendix A (Collection Development Policy for E-Resources).

Children's materials

Fiction plays an important role in the learning of a child because it introduces a wide range of new and different experiences for the child. Due to the varying

backgrounds and skill levels of our young patrons, a wide range of ideas, cultures, reading levels and subject matters must be addressed, so that each user can be challenged and can develop his/her full capacity. Exposure to a broad selection of informational and recreational materials can stimulate the desire to read, to learn, and to grow intellectually.

The library recognizes and accepts its responsibility to provide materials for persons of all ages to broaden their educational background and experience, to open them to the experience of reading as an enjoyable and necessary skill for living, thinking and recreating.

Easy books

This collection is composed of picture books. Many of the books are intended for children ages 8 and under, but a growing number are of interest to all ages.

Easy readers

These books are characterized by short sentences, controlled vocabulary, large print, many illustrations and limited number of pages. They are geared for beginning readers, up to about grade 3.

Board books

These books are designed to be used by and with our youngest patrons, from 6 months to about age 4. They are characterized by their small format and heavy board pages.

Juvenile fiction

This collection serves young readers from approximately 3rd through 6th grade. It includes first chapter books to complete novels and covers a wide range of subject areas from fantasy, mystery, science fiction, history to contemporary issues. It also includes classic children's literature.

Juvenile non-fiction

This collection is comprised of materials covering the full gamut of nonfiction subject areas including such potentially controversial areas as drug abuse, sex education, divorce and other contemporary issues. Final responsibility for an individual child's selection of library materials shall rest with the parent or guardian.

Juvenile media collections

DVDs - This collection includes DVDs covering both educational and recreational subjects for preschoolers through elementary grades.

Audio books – This collection includes recorded books in compact disc format. It serves preschoolers through elementary school students. A broad variety of materials, both fiction and nonfiction, are held in this format. A wide range of reading levels is represented.

Young Adult

The Young Adult collection contains fiction materials for patrons ages twelve through eighteen. Inclusion in this section may be because of the age of the main characters, the theme or subject matter which is of particular interest to this age group, or the theme which concentrates on coming-of-age issues.

Space precludes duplication of titles from the children's or adult sections which may also be of interest to young adults. As are all age groups, young adults are encouraged to use all areas of the collection.

No separate nonfiction or AV area is maintained for young adults.

Most graphic novels, unless specifically intended for another audience, are shelved in the young adult collection.

Spanish language children's materials

A collection of juvenile materials in Spanish is maintained. Both fiction and nonfiction are included. There is a Spanish language easy books collection and a Spanish language juvenile collection. Bilingual materials are shelved in the appropriate English language section.

Adult fiction

Specialized genre collections are maintained for mysteries, science fiction, westerns and short stories. Where possible, the library attempts to collect an entire series.

Paperback series romance books are maintained in a separate collection due to space issues. However, if a specific paperback series novel is also part of a series which is shelved in the regular fiction or western collection; it will be shelved with the remainder of the series rather than with the special paperback series.

Collections of short stories by a single author will be shelved by author in the regular fiction or genre section under which the content would generally fall.

Collections of short stories by multiple authors in a particular genre will be shelved in that genre collection by last name of the lead author. Collections of short stories by multiple authors in multiple genres may be filed in short stories.

Fantasy and alternative history will generally be classified in the science fiction section. Horror and romance genres will be classified in fiction.

Reference

Reference materials are used by the public and library staff to answer specific questions, and are designated for use within the Library only. They may serve as an index or finding guide to other materials in the collection. Reference materials primarily used for children's services are located in the Juvenile Reference collection.

Genealogy

The library holds genealogical materials pertaining to the southeastern and southwestern sections of the United States. These materials are for use only in the library. The library does not generally purchase specialized publications such as family histories, but may accept the donation of family histories for the genealogy department if the families represented are of local origin.

Moore Memorial Public Library also purchases basic materials for use for beginning genealogists. Many of these materials can be checked out.

Specialized genealogy materials are accessible in Houston at the Clayton Genealogical Library. In general, patrons needing expensive, highly specialized or advanced genealogical materials will be referred to that library for assistance.

Local History Collection/Vertical files

This collection is made up primarily of newspaper articles, pamphlets and brochures relating to Texas City or Galveston County. These materials can be used only within the library.

The Library also holds back issues of the Texas City Sun in microfilm format, from the initial founding of the newspaper in the early 1900's to the discontinuation of the paper in 2004. The Library does not own these materials, but has possession of them on indefinite loan from the owners.

Archives

Primary source materials of historical interest or documents relating to Texas City History are located in the Archives. Access to these materials is restricted due to

their uniqueness, their historical interest and their fragility. Preservation efforts are taken with these materials as resources permit.

The Library has archival collections pertaining to the 1947 Texas City Disaster, the Hugh B. Moore family, the Mainland Company and the W. R. Blocker family.

Copies of documents or photos that are of particular interest are maintained in the Reference section to make the information accessible to all patrons.

To provide easy access for patrons and to protect the original documents, Moore Memorial Library maintains online web exhibits and online photograph collections about Texas City history.

Spanish language materials

A collection of adult and young adult materials in Spanish is maintained in a separate section. This collection contains both fiction and nonfiction materials. Bilingual materials are shelved in the appropriate English language section.

VII. Weeding and replacement of library materials

Weeding is a continual and necessary part of the collection management process. Materials are withdrawn from the collection for a variety of reasons including physical damage, age, unnecessary duplication of materials, outdated or inaccurate information, superseded information, lack of demand, loss in circulation, format or lack of relevance.

While the library tries to maintain copies of important works and series, it does not automatically replace all materials withdrawn. Many factors enter into the decision to replace an item including whether the item is still available, whether there is sufficient demand for the specific item, whether the item has historic value, whether the item could be borrowed from another source, whether the subject matter is covered by other materials in the collection, the feasibility of mending, and the cost of replacing the item.

VIII. Gifts and Donations

Moore Memorial Public Library will accept gifts of library materials (books, videos, CDs, audio books, magazines, etc.), if no condition is placed on its use, reuse or resale. The library reserves the right to reject donations of molded, mildewed, damaged, outdated or unusable items. Receipts for gifts can only indicate the type and number of items donated. The donor is responsible for determining the value of the donated items.

The library reserves the right to dispose of all gifts received. Gifts not added to the collection are not returned to the donor, but may be given to the Friends of the Moore Memorial Public Library for resale, discarded, given to another library or disposed of in another way.

Memorial donations

Persons wishing to make a memorial donation may give cash or a check made out to Moore Memorial Public Library for that purpose. This money may be used to purchase library materials. Donors may request a general subject area or format for the donation. Materials will be chosen by the Director or designated staff member in accordance with the selection criteria listed in this policy.

Self-published materials

Addition of self-published materials to the library collection is at the discretion of the Library Director or other designated staff member. All such materials will be evaluated using the selection criteria listed in this policy and the appendix on electronic resources.

The Director of Library Services or his/her designee reserves the right to make changes to any library policy or procedures as the need arises for health, safety and public interest concerns.

Local Author Collection

The Texas City Local Author Collection is provided to highlight the authors of Texas City. These items will circulate under normal rules to library patrons. The purpose is to connect readers with the authors of the community. All items must be donated to be considered for inclusion.

Procedures for submitting to the Local Author Collection

- Local authors must reside in Galveston County. Authors residing in Texas City will be given priority if shelf space is an issue.
- No more than three books from a single author will be accepted in a 12 month period.
- Authors may be limited even further based on shelf spacing issues.
- Authors must submit a donated copy of their book for review to MMPL.
- Local Authors must be 12 years or older; authors younger than 18 must have parental consent to donate book.
- Printed books must be bound in hardcover or trade paperback formats in suitable condition for circulating.
- Books will be immediately disqualified for the following reasons:

- Potential loose pieces – loose-leaf pages, items glued inside the book, etc.
 - Lots of typos or other errors.
 - Workbooks or other books that encourage writing inside them.
 - Books with legally defamatory content.
- The author must represent and warrant full ownership and/or legal rights to publish all material in this book, including artwork.
- Books donated to the Local Author Collection may become damaged or go missing and thus be removed from the collection. Authors will not be informed of this removal. A second donated copy may be accepted to replace a damaged or missing copy.
- Books donated to the Local Author Collection become the property of the Library, which has the prerogative to keep or dispose of the items.
- Works of non-fiction, will not be considered without accompanying professional reviews.
 - An exception is works shelved in non-fiction such as poetry or drama that are artistic in nature.
 - It is up to local authors to solicit reviews for their works. You may resubmit your work if professional reviews appear at a later time.
- Due to limited staff team, library representatives are not able to meet with every author to discuss the work. Decisions made by the library are final.
- The library will not provide professional reviews, promotion, or marketing of an author's work, whether the materials are included or excluded.

Appendix A Collection Development Plan for E-Resources

Purpose:

The purpose of the e-resource collection at Moore Memorial Public Library is to provide patrons access at any time of day to a broad variety of library materials at the patron's own location. These resources will include some titles already available in our physical collection, but may also include many resources which are currently available only in an electronic format.

Audience:

The e-resources collection is designed to serve our patron population from locations both within and outside our physical library facility. This will include students of all ages and educational levels, independent learners, business persons, recreational users, and patrons for whom the electronic format is more convenient, provides better access, or is simply preferable.

Children's materials will be added as quality materials become available. It is anticipated that the majority of the e-resources collection will be in the English language, although materials in other languages, particularly Spanish, will be considered for inclusion as they become available.

Types of E-resources collected:

Currently the e-resource collection includes downloadable and non-downloadable e-books, e audiobooks, streaming video/films, periodical and reference databases, language learning resources, online and distance education learning resources, and specialized databases. Downloadable music is not currently collected, but may be added in the future.

Selection of e-resources:

Perhaps more than any other collection, the e-resources collection will be affected by the rapidly changing restrictions and product availability of the vendors and publishers offering electronic materials. In addition to selection criteria referenced in the main Collection Development Policy, e-resources selectors will also consider the following issues:

- Licensing and ownership of materials
- Vendor and/or publisher use restrictions, including limits on locations of use, number of total and concurrent uses of material, etc.
- Associated maintenance costs, such as yearly subscription fees for vendor download platforms, fees for updates to ILS required to make vendor software work, requirements for special dedicated technology, etc.
- Portability and compatibility of selected resources to other vendor platforms
- Need for specialized equipment, software or knowledge to access or use
- Staff training time necessary for implementing new resources

- Long-term viability of the vendor (for providing service and maintenance on products)
- Library's ability to continue providing access to a particular e-resource over time
- Ease of use, quality and sustainability of user interface

Ideally, patrons will be able to access all non-downloadable material through existing library equipment. Preference in selection will be given to products which also allow patrons with valid library cards from this library to access materials off-site.

When choosing downloadable material, selectors will consider which materials are compatible with the most widely used devices in our service area. The library does not circulate devices for patrons to use in downloading material at this time.

Selectors will strive to create a balanced collection of e-resources while maintaining a balanced overall library collection, including both fiction and non-fiction materials. In some areas, some of the titles may duplicate titles already in the collection in other formats. Other e-resources, particularly materials designed for curriculum support or those with a specifically educational aim, may only be available in an electronic format.

User Access of Materials:

All e-resources will be accessible to patrons with library cards in good standing through the library's webpage. Patrons who do not currently hold a library card in good standing can access the library's periodical databases through on-site library computers. E-resources are currently organized by format on the library website.

Bibliographic records for e-resources will be added to the library catalog as they become available.

Collection Maintenance:

E-resources will be evaluated at least once per fiscal year to determine whether they continue to meet patron needs and collection requirements. Resources that have a finite subscription period or defined check-out limits will be evaluated as their subscription periods or checkout limits come up for renewal.

Collection maintenance practices and weeding requirements used for the physical collection will also be followed for electronic resources in order to maintain a balanced, current, and high-quality library collection.

CITY COMMISSION REGULAR MTG

(7) (e)

Meeting Date: 04/06/2022

Appointment of Zoning Commission Alternate Members

Submitted For: Kim Golden, Transportation and Planning

Submitted By: Veronica Carreon, Transportation and Planning

Department: Transportation and Planning

Information

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 22- 036 to approve Mayor Dedrick Johnson's recommendations to appoint Jayla Weatherspoon and Fernando Tello as alternate members to the City of Texas City Zoning Commission.

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2022-036

A RESOLUTION APPROVING THE APPOINTMENT OF ALTERNATE MEMBERS TO THE CITY OF TEXAS CITY ZONING COMMISSION; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the two positions of alternates members of the Zoning Commission of the City of Texas City established by the Code of Ordinances Section 160.105(b) are vacant; and

WHEREAS, Jayla Weatherspoon and Fernando Tello are recommended to fill the vacancies by the Mayor and have accepted the offers to serve.

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 appoints Jayla Weatherspoon and Fernando Tello as alternate members of the Zoning Commission of the City of Texas City.

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

PASSED AND ADOPTED this 6th day of April 2022.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

CITY COMMISSION REGULAR MTG

(7) (f)

Meeting Date: 04/06/2022

2022-010 Management and Operations of the Bayou Golf Course Snack Bar and Food Concessions

Submitted For: Kelly Bender, Purchasing

Submitted By: Kelly Bender, Purchasing

Department: Purchasing

Information

ACTION REQUEST (Brief Summary)

Consider and take action approving and awarding RFP #2022-010 for the Management and Operations of the Bayou Golf Course Snack Bar and Concessions.

BACKGROUND

As a result of the termination of agreement from the previous concessionaire, a request for Proposal (RFP) was published in the Galveston Daily News on January 25th and February 1, 2022, both running for seven consecutive days. The bid opening was on February 15, 2022 at 2:00pm. One proposal was received from Jaanai and Joa Sherman d/b/a "The Yellow Dog". Mrs. Sherman has formal education and direct work experience in the culinary field. The Proposal includes a \$1,000 per month compensation to the City.

ANALYSIS

After careful consideration the Purchasing and Recreation & Tourism Department, is recommending to award the lease agreement to Jaanai and Joa Sherman d/b/a "The Yellow Dog" Attached for your review and consideration is an initial 3-year Lease Agreement with an option to extend for an additional 3-year time period.

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Resolution

Bid Tab

Lease Agreement

RESOLUTION NO. 2022-037

A RESOLUTION APPROVING RFP NUMBER 2022-010 FOR THE MANAGEMENT AND OPERATIONS OF THE BAYOU GOLF COURSE SNACK BAR AND CONCESSIONS; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the request for proposal (RFP) was published for RFP No. 2022-010 Management and Operations of the Bayou Golf Course Snack Bar and Concessions on January 25, 2022 and February 1, 2022; and

WHEREAS, proposals were opened and scored on February 15, 2022, and based on the recommendation of the Purchasing and Recreation and Tourism Departments, PRF No. 2022-010 Management and Operations of the Bayou Golf Course Snack Bar and Concessions should be awarded to Jaanai and Joa Sherman d/b/a "The Yellow Dog" for the 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 PRF No. 2022-010 Management and Operations of the Bayou Golf Course Snack Bar and Concessions to Jaanai and Joa Sherman d/b/a "The Yellow Dog".

SECTION 2: That the Mayor or designee is hereby authorized to enter into a contract with Jaanai and Joa Sherman d/b/a "The Yellow Dog" 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 6th day of April 2022.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

RFP # 2022-010

Management and Operations of the Bayou Golf Course Snack Bar and Food Concessions

BID Tabulation

Vendor	Compensation to owner
The yellow Dog	\$ 1,000.00

THE STATE OF TEXAS §

COUNTY OF GALVESTON §

CITY OF TEXAS CITY §

A G R E E M E N T

This Lease Agreement this day entered into by and between **Jaanai and Joa Sherman d/b/a The Yellow Dog**, hereinafter called Lessee, and the CITY OF TEXAS CITY, TEXAS, hereinafter called Lessor.

W I T N E S S E T H:

For the consideration hereinafter named, Lessee has leased and demised and by these presents does lease and demise unto Lessor that property known as “Food Concession Snack Bar” at Bayou Golf Course, situated in Texas City, Galveston County, Texas, subject to the following terms, conditions and covenants:

1. Term

This Lease shall commence on April 6, 2022 for a three-year period ending on April 5, 2025, and the facility shall be open every day for the term of the lease unless Lessor shall close the facility for weather conditions including prolonged rain, lightning, and thunder.

This Lease shall be extended for an additional three-year period upon agreement by the parties.

2. Scope of Work

The scope of work under this Agreement is for an independent contractor to manage and operate the food concessions snack bar at the Bayou Golf Course.

The Recreation and Tourism Director and his representative Head Golf Professional will approve price, size, and content of all that is sold. The minimum menu shall consist of beverages (including alcoholic beverages), a hot breakfast, hot and cold sandwiches. Menu and price list must be provided to the Head Golf Professional for approval. All drinks must be served either in aluminum containers, plastic, or paper cups. No glass containers containing food or drink shall be sold.

The Lessee is to provide ice chests (coolers) for public use on the golf course. The minimum size shall be large enough to hold a six-pack of aluminum canned drinks. Monetary and/or driver’s license held for cooler deposits cannot be required without approval of the Head Golf Professional.

The Lessee may add, delete or make price adjustments, from time to time, provided each item and price thereof is approved by the Recreation and Tourism Director and his representative Head Golf Professional. Unusual product cost adjustments may be made when justified to the satisfaction of the Recreation and Tourism Director and his representative Head Golf Professional. Quality of all products is to be of prime consideration in the operation of this agreement.

Placement, number, type and location of vending machines, stock containers, coolers and dispensers shall be made with prior approval of the Director.

The Lessee shall be allowed to perform catering services at the golf course so long as catering services do not interfere with operation of the golf course, or with Lessee's responsibilities under this agreement. The usual City contractual compensation would apply for all catering service.

Lessee, in consultation with the Head Golf Professional, shall be permitted to offer special volume discounts on tournaments and other special events at the golf course. Lessor shall promulgate and enforce rules, that no food or beverage may be brought to the golf course property by any person without Lessee's approval.

Regardless of size, all tournaments may be assessed a concessions fee by the Lessee if food and/or beverages are brought onto the course by tournament officials, sponsors, or secured caterers. The City shall set the fee schedule. The concession fee is \$4.00 per golfer up to 100 golfers per shotgun tournament

Where approval or direction of the City is required for items, prices, or procedures not specifically covered herein, the Recreation and Tourism Director and/or Head Golf Professional will normally make such approval or direction.

The Lessee and Lessor agree that in order to provide a high quality of service, it is essential for the operator/manager to participate in the daily operation of the food concession to ensure adequate inventory for uninterrupted service and an efficient operation of the service provided to the customers. The Lessee agrees to be at the food concession area to address any concern or problem, which arises on an as needed basis.

In the event of sickness, vacation or days off, the Lessee agrees to appoint a representative approved in advance by the Recreation and Tourism Director and/or Head Golf Professional shall delegate to his/her representative all authority to operate and manage the snack bar food concession. In the event of an emergency, the Lessee shall notify the Recreation and Tourism Director and/or Head Golf Professional as soon as possible.

3. Hours of Operation

Lessee agrees to provide food and beverage service to all customers of the Bayou Golf Course, their guests and invitees, on an uninterrupted basis. Spring and summer is from the Daylight Savings time change until the time change in October. The hours of operation for the Spring/Summer will be 6:30 a.m. until 7:00 p.m. The Fall/Winter hours of operation will be from 7:00 a.m. until 5:30 p.m. Weather permitting, facilities shall be open every day of the year, excluding Easter Day, Thanksgiving Day, and Christmas Day, New Year's Day or other days the City determines. The Head Golf Professional reserves the right to adjust scheduled days opened as deemed necessary for repairs, tournaments, activity on the course and other considerations as approved or directed by the Head Golf Professional. Hot food should be available and served until (30 minutes before) the closing time.

4. Beverage Cart Station

Lessor shall provide, at a minimum, one beverage cart for use by Lessee, except when cart is in need of repair or maintenance. The cart provided is to be used exclusively on the City's golf course. The cart is to be used by Lessee's employees only and Lessee shall provide stock and employee for sales.

5. Compensation

The minimum bid accepted by all bidders is to be \$1,000.00 per month. The monthly payments are due and payable by the 7th day of each month. All payments shall be paid to the Bayou Golf Course, City of Texas City at 2800 Ted Dudley Drive, Texas City, Texas, until Lessee is notified, in writing, of a different address.

6. Maintenance, Repair and Equipment

The entire snack bar area, including dining room, kitchen and restrooms shall be thoroughly cleaned during the day and at the end of each day, for a minimum of twice daily. Lessee shall be responsible as needed, for all window glass, window sills and light fixtures.

Lessee will provide all cleaning supplies, cleaning tools, including vacuum cleaners, paper products and trash bags, etc. necessary for the kitchen and dining room area. The City will provide soap and paper products for public use in the restrooms. The City will provide and install light bulbs in responsible areas. The Lessee will also be responsible for cleaning the kitchen vent-a-hood grease filters regularly, as well as having the entire vent-a-hood system professionally cleaned at least twice each year. The Lessee shall be responsible as needed to clean window glass, window sills and light fixtures on the Grill side.

The City agrees to pay for all maintenance and repair on the physical facility and all Owner provided equipment, which make up the snack bar area. The Lessee agrees to be responsible for the inventory of all equipment and personal property left in the concession area. The grill cell phone is also considered part of the equipment.

7. Insurance and Indemnification

The minimum insurance requirements for the successful bidder shall be as follows:

A. Workers' Compensation. This coverage must cover all employees and comply with the provisions of the laws of the State of Texas Workers' Compensation Insurance.

B. General Liability Insurance. This coverage must include products, complete operations, and contractual liability coverage of no less than \$1,000,000.00.

C. Liquor Liability Coverage. Lessee shall provide Liquor Liability Coverage of no less than \$500,000.00 (\$250,000 per occurrence).

D. All policies are to be of the Occurrence form.

A thirty-day cancellation notice is required on all said policies. A ten-day notice is required if the cancellation is for non-payment of premium.

The owner Lessor shall be named as an Additional Insured under the insurance policies along with a Waiver of Subrogation for workers' compensation policy.

Policies shall be furnished to the Owner prior to starting work. The Lessee shall keep the insurance in full force and effect at all times during the operation of the concession and shall continue to provide the City current certificate of insurance during the contract period.

All insurance carriers providing coverage should have an A.M. Best rating of (A) or higher and be licensed to do business in the State of Texas.

8. Use

The Lessee will not commit (bury, burn, etc.) any waste on the premises and will comply with all applicable laws and ordinances respecting the use and occupancy thereof, including all Health District rules and permits. At no time should the Lessee or Employee of the grill pour grease down the kitchen sinks. A containment system needs to be in place for these products. Lessee shall use and occupy the premises for the sale of food and beverages, provided that the Lessee shall not use the premises for any purpose which may be hazardous to persons or property, or which may constitute a nuisance. If Lessee wishes to make any alterations, additions, or improvements the Lessee must obtain approval of the Recreation and Tourism Director and/or Head Golf Professional.

9. Permits and Licenses

The Lessee shall procure, at his own expense, all necessary licenses and permits. The Lessee shall obtain appropriate permits from the Texas Alcoholic Beverage Commission and keep such license in good standing during the term of the contract. Failure to keep such permit in good standing will be cause for cancellation of this agreement by Lessor.

10. Contractor's Representatives

Provisions shall be made to provide personnel to perform necessary administration, supervision, and coordination, as required for the performance of this contract. Only competent and skilled representatives are permitted.

All Employees of Lessee shall be neatly attired as approved by the Head Golf Professional and shall conduct themselves professionally, both in appearance and actions, to the satisfaction of the Head Golf Professional.

The City is committed to maintaining an alcohol and drug free workplace. Use or being under the influence of alcohol or controlled substances by employees, while in the performance of this service is prohibited. Violation of this requirement shall constitute grounds for termination of this service.

11. Relationship of Parties

The parties intend that Lessee, in performing services specified in this agreement shall act as an independent contractor and shall have control of his work and the manner in which it is performed. Lessee shall be free to contract for similar services to be performed for other employers while he is under this agreement. Lessee is not considered an agent or employee of the City and is not entitled to participate in any benefit the City provides for its employees.

12. Utilities

The City shall pay all normal utilities that would include water, sewer, electricity and television reception. Any other services will be the Lessee's responsibility.

13. Signs

All signs proposed to be placed on, within, or around the snack bar shall be subject to approval of the Head Golf Professional and shall be compatible with established sign design. Signs will be reviewed on an individual basis.

14. Security

The Lessee will be responsible for all locks securing the facility. The Owner will not be responsible for any theft or trespassing occurring during contract dates. The Lessee will report any graffiti to the Owner within four hours of discovery. Owner will clean or repair any graffiti to facility.

15. Termination of Agreement

This agreement may be terminated without recourse by the City of Texas City, at its option, upon (30) day notice in writing.

In the event the Lessee is unable to provide services within twenty-four (24) hours, the City reserves the right to cancel the contract.

This Lease shall be binding upon the parties, their heirs, administrators, successors and assigns. This Lease shall not be construed against the party drafting same. Venue for any dispute arising out of this Lease shall be in Galveston County, Texas.

Dated this _____ day of _____, 2022.

LESSEE:

The Yellow Dog

By: _____

Jaanai and Joa Sherman, Owners

LESSOR:

CITY OF TEXAS CITY, TEXAS

By: _____

Dedrick Johnson, Mayor

ATTEST:

APPROVED AS TO FORM:

Rhomari Leigh
City Secretary

Kyle Dickson
City Attorney

CITY COMMISSION REGULAR MTG

(7) (g)

Meeting Date: 04/06/2022

The Texas City Dike Solar Lights Replacement Project

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

Department: Public Works

Information

ACTION REQUEST (Brief Summary)

Approve and award the Texas City Dike Solar Lights Replacement Project to Crescent Electric under BuyBoard Contract # 638-21.

BACKGROUND

The Texas City Dike Solar Lights Replacement Project will cover the removal, disposal, and replacement of 46 existing lights on the Texas City Dike. The new solar lights will be motion activated. The current fixtures are older, failing, and replacement parts are no longer available. The total price for this project is \$102,250.00 and will also include 2 additional fixtures for "stock".

A quote is attached for your review.

ANALYSIS

It is the recommendation of the Public Works Department that the Commission approve this purchase for the purchase, removal, disposal, and replacement of the Dike solar lights using Crescent Electric as the contractor under the BuyBoard contract # 638-21, for the total price of \$102,250.00.

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Resolution
Exhibit A

RESOLUTION NO. 2022-038

A RESOLUTION AWARDING THE TEXAS CITY DIKE SOLAR LIGHTS REPLACEMENT PROJECT TO CRESCENT ELECTRICT 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 removal, disposal, and replacement of the Dike solar lights using Crescent Electric as the contractor under the BuyBoard contract No. 638-21, for the total price of \$102,250.00.

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 removal, disposal, and replacement of the Dike solar lights using Crescent Electric as the contractor under the BuyBoard contract # 638-21, for the total price of \$102,250.00, 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 6th day of April 2022.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

When Quality Matters

Date: 03/29/22

Customer: City of Texas City

Location: Dike

Thank you for the opportunity to quote the following scope of work:

1. Remove (46) existing solar light fixtures (dispose of old fixtures).
2. Install (46) 120watt solar lights on existing pole mounts.
3. The new solar lights are motion activated and can be set to desired setting.
4. Provide (2) additional fixtures for stock.

Total price for this scope is \$102,250. Tax not included.

Thank you,

Grady Mack

Customer Authorization & Approval _____ Date _____

CITY COMMISSION REGULAR MTG

(7) (h)

Meeting Date: 04/06/2022

ARKK Engineers, LLC. Purchase Order for the 2022 American Rescue Plan Act Funded Drainage Improvement Projects

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

Department: Public Works

Information

ACTION REQUEST (Brief Summary)

Approve the execution of a purchase order for ARKK Engineers, LLC., to provide the engineering services for the 2022 American Rescue Plan Act Funded Drainage Improvement Projects.

BACKGROUND

At the 12/15/2021 Commission meeting a resolution was approved awarding ARKK Engineers, LLC., a contract for RFQ No. 2022-411 American Rescue Plan Act - Engineering Services. ARKK has submitted an Agreement For Services for the 2022 American Rescue Plan Act (ARPA) Funded Drainage Improvement Projects. The three projects and engineering fees for each are as follows:

Bay Street Extension Bridge Replacement - \$237,413.40

Ditch 50A (25th Ave. ditch which runs runs from 13th Street to Bay Street) Stabilization Project - \$236,580.80

Loop 197 (25th Ave.) Concrete Ditch Lining Project - \$105,685.80

The total for the engineering services for the 2022 ARPA Funded Drainage Improvements Projects will be \$579,680.00 a copy of the agreement is attached for your review.

ANALYSIS

It is the recommendation of the Public Works Department to approve a resolution authorizing this purchase with ARKK Engineers, LLC., for the engineering services for the 2022 American Rescue Plan Act Funded Drainage Improvement Projects.

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Exhibit A
Resolution

THE STATE OF TEXAS

COUNTY OF GALVESTON

AGREEMENT FOR SERVICES

This Agreement entered into as of the ____ day of _____, A.D., 2022, 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 and Construction Phase Services for the City of Texas City's "**2022 American Rescue Plan Act Funded Drainage Improvement Projects**" ("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 reproducible 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: \$579,680 for Design, Bid, 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: _____
DIRECTOR OF FINANCE



ATTACHMENT "A"

March 29, 2022

Mr. Jack Haralson
Director of Public Works
City of Texas City
7800 Emmett F. Lowry Expy,
Texas City, Texas 77591

Re: Proposal for Engineering Design and Construction Phase Services for City of Texas City's "**2022 American Rescue Plan Act Funded Drainage Improvement Projects**"
City of Texas City, Texas

Dear Mr. Haralson:

As requested, ARKK Engineers, LLC (ARKK) is pleased to submit this proposal for performing engineering design and construction phase services for the above referenced project. This proposal is based on our understanding of the project as discussed in our previous meetings and conversations with City staff and information gathered from our site visits. For your convenience, this proposal consists of General Overview, Scope of Services, and Fee.

GENERAL OVERVIEW

The City of Texas City has identified three drainage projects to be funded from a portion of the Coronavirus Relief Grant obtained by the City of Texas City through the American Rescue Plan Act Funds (ARPA). The projects include:

- **Bay Street Extension Bridge Replacement Project**
- **Ditch 50A Slope Stabilization Project**
- **Loop 197 (25th Avenue) Concrete Ditch Lining Project**

The City of Texas City staff have selected the above three projects for drainage improvement considerations. The total project budget allocated for these three projects is \$4.35 million. As discussed with City staff, the above three projects will be designed, bid, and constructed as a single construction contract.

During construction, it is City's desire that ARKK provide one (1) project site representative to observe the construction of all the three projects indicated below. During construction, ARKK will provide one project representative to observe the construction progress with support from City staff. Due to multiple contractors performing construction activities at the same time, the site representative cannot be present at all the three project sites at the same time. The City of Texas City will provide additional City personnel for site support to aid in observing the work. The construction management and inspection budget allocated will be based on total construction duration of 240 calendar days.

This proposal addresses the engineering services ARKK will provide the City during the Design and Construction Phases, as well as associated Surveying, Geotechnical, and other services necessary to support the project. This proposal does not include performing an environmental study or preparing permit applications for the U.S. Army Corp of Engineers. Should the need arise during the design phase to perform any environmental investigations or prepare a submittal to the U.S Army Corp of Engineers, a separate proposal will be submitted to the City.

Following is a brief summary of the three projects:

Bay Street Extension Bridge Replacement Project

This project involves providing engineering design and construction phase services for the reconstruction of a multiple barrel culvert bridge on Bay Street Extension crossing channel A-2. This bridge has reached its useful life and is the only ingress/egress to the residents of Grand Cay Harbor subdivision. The reconstruction of the channel crossing will involve removal of eight (8) existing 11'x 7' corrugated arch metal culvert pipes, and replacing them with six (6) 9' wide x 7' high reinforced concrete box culverts. The number and size of the replacement box culverts will be confirmed during the design phase. The asphalt roadway pavement within the project limits will also be replaced. As part of the design phase, ARKK will prepare a traffic control and phasing plan, and stormwater pollution prevention plans.

Based on preliminary cost estimates developed for the replacement, the construction cost for performing the improvements is estimated to be approximately \$1.5 million.

Ditch 50A Slope Stabilization Project

This project involves providing engineering design and construction phase services for the slope ditch 50A stabilization which includes repairing and hardening the banks. Drainage ditch 50A is located just north and adjacent to the Bay Street Park Sundance Garden and is one of the main storm water pathways in town. The existing ditch banks have severely eroded and are showing signs of undermining in several areas, including areas adjacent to the existing concrete slope paving and in areas along the channel banks from the recent storms. There is also bank erosion occurring at the downstream confluence of Ditch 50A and the receiving earthen channel. The drainage ditch needs to be re-established for proper storm water flow and citizen protection. Further erosion of the ditch banks will likely cause damage to the adjacent roadway and City Park, as well as alter the drainage of storm water.

The proposed improvements will include slope stabilization and will consist of re-establishing the channel banks, replacement of concrete slope paving, and the addition of stone rip rap boulders to protect the banks from erosion. Re-shaping of the channel banks at the downstream channel confluence will be evaluated as part of the design.

Based on preliminary cost estimates, the construction cost for performing the improvements is estimated to be approximately \$1.6 million.

Loop 197 (25th Avenue) Concrete Ditch Lining Project

This project involves providing engineering design and construction phase services for the concrete lining the south road side ditch along Loop 197 North (25th Avenue) between the sidewalk and the sound barrier wall. This existing ditch is experiencing erosion and is showing signs of undermining in several areas. The location of the ditch lining is east and west of 26th street north and between 19th Street North and 14th Street North. These ditches will be regraded and lined with 5" concrete slope paving.

Based on preliminary cost estimates, the construction cost for performing the improvements is estimated to be approximately \$670,000.

The proposal is separated into Basic Services (expected normal engineering services) and Special Services. The following section details the scope of engineering services proposed for this Project.

SCOPE OF SERVICES

I. DESIGN PHASE SERVICES

A. Basic Services - Design Phase

- Research and gather existing relevant data on the project such as existing utility information, pipeline crossings, as available.
- Coordinate with private utility companies, and other entities that may be involved to obtain information on their existing facilities and requirements that may impact this project.
- Coordinate with utility companies on potential conflicts with the proposed improvements.
- Obtain any available drawings which show existing utilities in the project area. Obtain any available record drawings from the City.
- Coordinate with the surveying firm and authorize the topographic survey for the project.
- Plot survey data of the proposed alignment.
- Provide design for the proposed drainage improvements for these projects.
- Prepare project specifications, drawings, bid documents and construction drawings based on anticipated improvements.
- Coordinate with the City of Texas City during the design phase. Provide two (2) draft sets of plans and specifications for review and comments.
- Incorporate appropriate comments from pertinent entities into the final bid documents.

- Complete coordination with utility agencies in regard to the project. Assist the City in obtaining and/or securing approvals required by all governmental authorities with jurisdiction over the design and/or the operation of the project and all public and private utilities including pipeline transmission companies affected by this project. This assistance will involve the usual expected coordination and approval process. When the process involves work beyond the expected, such as special submittals, designs, appearances at special meetings, coordination of utility/pipeline excavation efforts, permitting applications, etc., such work would be considered under the Special Services portion of this proposal.
- Prepare a final cost estimate for the project.
- Furnish two (2) sets of construction documents to the City.

B. Special Services - Design Phase

1. Storm Water Pollution Prevention Plan

- Prepare a Storm Water Pollution Prevention Plan (SWPPP) in accordance with the Texas National Pollutant Discharge Elimination System (TPDES) General Permit for Storm Water Discharge from construction for all project areas.

2. Traffic Control

- Prepare a Traffic Control Plan for the routing of traffic within the project area. This plan will include signs and lane closures to complete the proposed improvements for the pertinent projects where required. Based in initial discussions with City, it anticipated that the Bay Street Extension Project improvements will be constructed in two phases and traffic will be alternating one-way thru the construction zone with the use of temporary pavement and temporary signal.

3. Survey Services

- Conduct topographic survey of the bridge crossing (approximately 500 L.F.) designated for reconstruction. This topographic survey footage includes extending at least 150 feet +/- along the drainage ditch adjacent to the bridge crossing.

- Conduct topographic survey of the ditch 50A and detention pond (approximately 1750 L.F.).
- Conduct topographic survey of the south side of Loop 197 (approximately 2900 L.F.).
- Surface features along the project route and measure downs on inlets, manholes and water valves and roadway cross-sections at periodic intervals.
- Prepare survey control map of the project areas.
- Utilize a survey sub-consultant mutually agreeable to the City and ARKK.

4. Geotechnical Services

- Perform a geotechnical investigation of the project area. A budget for 110 V.F. of soil borings is included in this proposal. Cement or asphalt plugs will be used at the surface for borings that are drilled within the pavement.
- Geotechnical data for the Loop 197 Improvement Project will not be obtained.
- Utilize a geotechnical sub-consultant mutually agreeable to the City and ARKK.

5. Reproduction

- 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.
- Costs associated with CIVCAST online plan room will be included in the reproduction costs.

6. Miscellaneous Services

- Due to the nature of work, it is recommended that a budget for miscellaneous services be allocated to cover additional tasks and costs, which may occur during the progress of the work. This item will not be utilized unless approved by the City of Texas City.

II. CONSTRUCTION PHASE SERVICES

A. Basic Services – Construction Phase

This task includes providing bidding and construction administration services for the project.

1. Bid Phase Services

- Assist the City in obtaining bids for the project. The City of Texas City will advertise the project and will absorb all related advertising costs. ARKK will coordinate with the City and will assist in developing the wording of the advertisement.
- Dispense construction and bidding documents via the CivCast online plan room (by Amtek USA) to prospective bidders.
- During the bidding process, provide information to and answer questions from potential bidders concerning the Project's construction documents and prepare addendums as necessary.
- Prepare an agenda for the pre-construction conference.
- Conduct a pre-bid conference for potential bidders.
- Prepare bid tabulation, evaluate the bids, review the qualifications of the apparent low bidders and advise the City as to the acceptability of the apparent low bidder.

2. Construction Administration Services

- Prepare construction contracts for execution by the Contractor and the City.
- Prepare an agenda for the pre-construction conference.
- Conduct a pre-construction conference for the project.
- 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.
- Prepare and archive all requisite construction documentation in accordance with American Rescue Plan (ARP) requirements.
- Conduct a final inspection of the Project and make a recommendation for Final Payment on the project.
- Engineer shall provide one set of reproducible record plans based on the Contractor's red line marked up as-built drawings.

B. Special Services – Construction Phase

1. Construction Observation Services:

- Provide one project representative to observe the daily progress of construction activities and to assist in the interpretation of plans and specifications. The project representative will coordinate the construction activities with the construction contractor performing the work. The estimated total construction contract duration for the three projects is estimated to be 240 calendar days. The construction observation budget allocated for this project is based on providing one (1) project site representative an average 40 hours/week for 240 calendar day construction duration. Due to the potential

for construction activities to occur concurrently in all the three project areas, City will provide additional site support to observe these projects during construction.

- ARKK personnel will coordinate with the City and the construction contractor regarding the construction activities.
- Provide engineering and technical office personnel support during the construction phase.
- In the event of rain days where construction may be hindered or stopped, the site representative will be on-site long enough to verify that inclement weather has occurred and the associated impact on the contractor and construction.
- The project site representative shall maintain daily reports in a format satisfactory to the City of Texas City.
- The project 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.
- The project site representative will take periodic photographs of the construction progress and of key items of concern.
- The project site representative will estimate quantities installed for use in reviewing monthly pay estimates.
- The project site representative will aid in the coordination of activities of the testing laboratory.
- The project-site representative will coordinate with the City of Texas City and the Contractor for construction scheduling, notifications and addressing complaints.
- The project site representative will assist in the performance of a final inspection, the preparation of a punch list and subsequent follow up inspections.
- The project 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.

- The project site representative will assemble and maintain notes, comments, sketches, and supporting data related to the project in order to assist in the preparation of record drawings.
- ARKK staff will process daily reports and other administrative office duties.

2. Construction Materials Testing:

- Construction materials testing is included in this proposal as a budgetary item. A budget for material testing for both the construction packages is included. It is anticipated that a separate construction testing firm mutually agreeable to the City of Texas City and ARKK will be utilized as a subcontractor to ARKK to perform the testing services. The City has the option to contract directly with the materials testing firm.

FEE

The fee for the services for all three (3) projects is outlined below.

Bay Street Extension Bridge Replacement

Design Phase Services: lump sum amount of	\$97,180.00
*Surveying: Subcontractor's Cost plus 10%	\$6,125.00
*Geotechnical Investigation: Subcontractor's Cost plus 10%	\$4,514.40
Storm Water Pollution Prevention Plan: lump sum amount of	\$2,000.00
Traffic Control Plan: lump sum amount of	\$6,500.00
*Reproduction: Cost plus 10%	\$850.00
*Miscellaneous Services: Cost plus 10%	\$5,000.00
Bid Phase Services: lump sum amount of	\$900.00
Construction Administration Services: lump Sum	\$ 29,290.00
*Construction Observation Services: (Hourly and cost plus 10%)	\$63,954.00
*Construction Materials Testing Budget: (Cost plus 10%)	<u>\$21,100.00</u>
Total Bay Street Extension Bridge Services:	\$237,413.40

Ditch 50A Slope Stabilization Project

Design Phase Services: lump sum amount of	\$102,039.00
*Surveying: Subcontractor's Cost plus 10%	\$5,840.00
*Geotechnical Investigation: Subcontractor's Cost plus 10%	\$4,890.60
Storm Water Pollution Prevention Plan: lump sum amount of	\$2,000.00
*Reproduction: Cost plus 10%	\$850.00
Bid Phase Services: lump sum amount of	\$900.00
Construction Administration Services: lump Sum	\$ 30,754.50
*Construction Observation Services: (Hourly and cost plus 10%)	\$67,151.70
*Construction Materials Testing Budget: (Cost plus 10%)	<u>\$22,155.00</u>
Total Ditch 50A Slope Stabilization Services:	\$236,580.80

Loop 197 (25th Avenue) Concrete Ditch Lining Project

Design Phase Services: lump sum amount of	\$43,731.00
*Surveying: Subcontractor's Cost plus 10%	\$7,250.00
Storm Water Pollution Prevention Plan: lump sum amount of	\$1,500.00
*Reproduction: Cost plus 10%	\$800.00
Bid Phase Services: lump sum amount of	\$950.00
Construction Administration Services: lump Sum	\$ 13,180.50
*Construction Observation Services: (Hourly and cost plus 10%)	\$28,779.30
*Construction Materials Testing Budget: (Cost plus 10%)	<u>\$9,495.00</u>
Total Loop 197 (25th Avenue) Concrete Ditch Lining Services:	\$105,685.80

TOTAL FEE: \$579,680.00

* At this time the magnitude of these tasks are not known. Therefore, budgetary amounts are provided. These figures may increase or decrease depending upon actual work required. If an increase becomes necessary it can be accomplished by utilizing available funds from other line items that have under run or by contract amendment.

Hourly charges for office personnel shall be charged based on a raw labor rates times a multiplier of 2.99, reimbursable expenses will be charged at cost plus 10% and mileage will be charged at the current IRS prevailing rate.

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

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

RESOLUTION NO. 2022-039

A RESOLUTION APPROVING THE EXECUTION OF A PURCHASE ORDER FOR ARKK ENGINEERS, LLC. TO PROVIDE ENGINEERING SERVICES FOR THE 2022 AMERICAN RESCUE PLAN ACT FUNDED DRAINAGE IMPROVEMENTS; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, at the December 15, 2021 the City Commission was approved a Resolution awarding ARKK Engineers, LLC., a contract for RFQ No. 2022-411 American Rescue Plan Act - Engineering Services. ARKK has submitted an Agreement For Services for the 2022 American Rescue Plan Act (ARPA) Funded Drainage Improvement Projects. The three projects and engineering fees for each are as follows:

- Bay Street Extension Bridge Replacement - \$237,413.40
- Ditch 50A (25th Ave. ditch which runs runs from 13th Street to Bay Street) Stabilization Project - \$236,580.80
- Loop 197 (25th Ave.) Concrete Ditch Lining Project - \$105,685.80

WHEREAS, it is the recommendation of the Public Works Department to approve the execution of a purchase order for ARKK Engineers, LLC. for the engineering services in the amount of \$579,680.00.

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

SECTION 1: That the City Commission hereby approves the execution of a purchase order for ARKK Engineers, LLC. for the engineering services of the 2022 American Rescue Plan Act Funded Drainage Improvement Projects.

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

PASSED AND ADOPTED this 6th day of April 2022.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney

CITY COMMISSION REGULAR MTG

(7) (i)

Meeting Date: 04/06/2022

Approve Donna Nicole Steele and Christina Bergvall to serve on the Library Board

Submitted For: Luke Alvey, Library

Submitted By: Luke Alvey, Library

Department: Library

Information

ACTION REQUEST (Brief Summary)

The library now has two vacant board seats. After reaching out on social media we have two excellent candidates to approve. Both Donna Nicole Steele and Christina Bergvall are Texas City residents and cardholders in good standing. The library feels they would be engaged and responsible representatives of the community's needs.

BACKGROUND

The library had two members vacate their seats (Elizabeth Blackburn and Daniella Gutierrez). We put out a call for candidates through social media. Both candidates reached out promptly and were happy to provide background biographies and had strong desires to serve.

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2022-040

A RESOLUTION APPOINTING DONNA NICOLE AND CHRISTINA BERGVALL TO THE BOARD OF TRUSTEES FOR THE MOORE MEMORIAL PUBLIC LIBRARY; AND PROVIDING THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the Library Board is composed of nine (9) members; and

WHEREAS, there are two vacancies on the City's Library Board as Elizabeth Blackburn and Daniella Gutierrez have resigned; and

WHEREAS, in order to continue the uninterrupted and efficient operation of the Library Board, it is necessary for the Mayor of the City of Texas City to appoint members to fill the remainder of the term for the vacated positions; and

WHEREAS, it is recommended that Donna Nicole and Christina Bergvall replace Elizabeth Blackburn and Daniella Gutierrez as a Board Members.

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 appoints Donna Nicole and Christina Bergvall to fill the position vacated by Elizabeth Blackburn and Daniella Gutierrez.

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

PASSED AND ADOPTED this 6th day of April 2022.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
Interim City Secretary

Kyle L. Dickson
City Attorney

CITY COMMISSION REGULAR MTG

(7) (j)

Meeting Date: 04/06/2022

Microsoft 365

Submitted For: Robert Turner, Information Technology

Submitted By: Rhomari Leigh, City Secretary

Department: Information Technology

Information

ACTION REQUEST (Brief Summary)

To purchase Microsoft 365 at a cost of \$110,462.50 per year with a 3-year commitment.

BACKGROUND

This is the purchase of Microsoft 365 at a cost of \$110,462.50 per year with a 3-year commitment. This purchase is on the OMNIA Purchasing Contract R210401 negating the 3 quotes. This solution replaces our Email services as well as File storage services, reducing our internal hardware and maintenance requirements. This solution also contains enhanced security modules that may be required for multiple compliances such as CJIS (Police), HIPAA (Fire and EMS), and PCI (Financial).

Thanks,

Robert Turner
Director of I.T.

ANALYSIS

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Resolution
Exhibit A

RESOLUTION NO. 2022-041

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A 3-YEAR COMMITMENT FOR THE PURCHASE OF MICROSOFT 365 THROUGH OMNIA PURCHASING CONTRACT R210401 ; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, the Information Technology Department requests approval of a three (3) year commitment of \$110,462.50 per year for the purchase of Microsoft 365 through the OMNIA Purchasing Contract R210401; and

WHEREAS, funds are available in FY 2021/2022 Budget.

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 a three (3) year commitment of \$110,462.50 per year for the purchase of Microsoft 365 through the OMNIA Purchasing Contract R210401, as set out on **Exhibit "A"**, attached hereto and incorporated herein for all intents and purposes.

SECTION 2: That the Mayor is authorized to execute any documentation necessary for the purchase of the equipment.

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

PASSED AND ADOPTED this 6th day of April 2022.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney



To: Deborah Bushnell
Contract Manager

From: Robert Zingelmann
Chief Financial Officer, Finance and Operations Services

Date: April 27, 2021

Subject: Approval of Contract Award

Per official action taken by the Board of Directors of Region 4 Education Service Center (ESC) on April 27, 2021 the following contracts were approved as presented:

➤ **Technology Solutions, Products and Services**

- CDW Government LLC
- GovConnection, Inc. dba Connection - Public Sector Solutions
- HP Inc.
- Iron Bow Technologies, LLC
- Office Depot, LLC
- ThunderCat Technology, LLC
- World Wide Technology

Contract is effective June 1, 2021. If you have any questions, please let me know.



To: Board of Directors
From: Robert Zingelmann
Date: April 27, 2021
Subject: Recommendation of Contract Award

Region 4 ESC held a RFP opening on January 19, 2021 for RFP # 21-04 for **Technology Solutions, Products and Services**. There were seventeen (17) proposals submitted:

- Avaya Inc.
- CDW Government LLC
- Compulink Technologies, Inc.
- GovConnection, Inc. dba Connection – Public Sector Solutions
- Double Line, Inc.
- Edlio LLC
- Active Internet Technologies, LLC, dba “Finalsite”
- HP Inc.
- Iron Bow Technologies, LLC
- Office Depot, LLC
- Phoenix Business Inc dba Phoenix Business Consulting
- ThunderCat Technology, LLC
- vCloud Tech Inc.
- Vertosoft LLC
- WalkerCom, Inc.
- Waypoint Business Solutions, LLC
- World Wide Technology

After careful review of all proposals, the Evaluation Team has determined that seven (7) companies demonstrated the ability to provide the products and services outlined in the solicitation while offering competitive pricing to the members.

CONSIDERATION

Award of annual contract in compliance with the bid laws of the State of Texas is recommended.

RECOMMENDATION

The Evaluation Team recommends the following companies for award based on their response:

Contract	Vendor	Term of Contract
Technology Solutions, Products and Services	CDW Government LLC GovConnection, Inc. dba Connection - Public Sector Solutions HP Inc. Iron Bow Technologies, LLC Office Depot, LLC ThunderCat Technology, LLC World Wide Technology	Three (3) years with option of two (2) one year renewals

Support documentation has been attached for your reference.

Enclosure: Bid Tab Summary



To: Dr. Pam Wells
Executive Director

From: Robert Zingelmann
Chief Financial Officer, Finance and Operations Services

Date: April 27, 2021

Re: Technology Solutions, Products and Services; RFP # 21-04

The Evaluation Committee has reviewed the responses and recommend that the following companies be awarded:

- CDW Government LLC
- GovConnection, Inc. dba Connection - Public Sector Solutions
- HP Inc.
- Iron Bow Technologies, LLC
- Office Depot, LLC
- ThunderCat Technology, LLC
- World Wide Technology

The recommended vendors submitted offers that were determined to be most advantageous to OMNIA Partners, Public Sector members, based upon the bid tabulation. All the recommended respondents were determined to be competitively priced and strong for the specified services outlined in the RFP.

We believe all recommended vendors demonstrate the ability to provide and perform the services requested in the proposal. We will monitor their performance and determine at the end of each year if they are eligible for renewal with each new term.

This multiple award is recommended as most advantageous as it limits contract awards to the least number of suppliers necessary to meet the requirements of OMNIA Partners, Public Sector members. In order to serve the entire nation, a multiple award is recommended to provide any governmental agency with complete coverage of commodities, services and any other offering within the scope of proposal.

Please let me know if you have any questions.

CITY COMMISSION REGULAR MTG

(8) (a)

Meeting Date: 04/06/2022

Amend the fiscal year 2021/2022 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 fiscal year 2021-2022 budget to appropriate funds for replacing solar powered lights on the Texas City Dike.

BACKGROUND

From Public Works:

The Texas City Dike Solar Lights Replacement Project will cover the removal, disposal, and replacement of 46 existing lights on the Texas City Dike. The new solar lights will be motion activated. The current fixtures are older, failing, and replacement parts are no longer available.

The total price for this project is \$102,250.00 and will also include 2 additional fixtures for "stock".

See Resolution No. 2022-038.

ANALYSIS

Budget Amendment:

TC Dike Fund (279) Public Works Department (301):

Maintenance-Parks & Stadiums	\$102,250.00
Unassigned fund balance	(\$102,250.00)

ALTERNATIVES CONSIDERED

Fiscal Impact

Attachments

Ordinance

ORDINANCE NO. 2022-06

AN ORDINANCE AMENDING ORDINANCE NO. 21-21 ADOPTING THE 2021-2022 FISCAL YEAR BUDGET TO APPROPRIATE FUNDS FOR REPLACING SOLAR POWERED LIGHTS ON THE TEXAS CITY DIKE; 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. 21-21 the City Commission of the City of Texas City, Texas, adopted its budget for Fiscal Year 2021-2022; and

WHEREAS, a budget amendment is needed to appropriate funds for replacing solar powered lights on the Texas City Dike.

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 2021-2022 of the City of Texas City, Texas, is hereby amended as follows:

TC Dike Fund (279) Public Works Department (301):

Maintenance-Parks & Stadiums	\$102,250.00
Unassigned fund balance	(\$102,250.00)

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 6th day of April 2022.

Dedrick D. Johnson, Sr., Mayor
City of Texas City, Texas

ATTEST:

APPROVED AS TO FORM:

Rhomari D. Leigh
City Secretary

Kyle L. Dickson
City Attorney