

Odee Leal	Emergency Mgmt.	Austin, TX	Aug. 14-17, 2017
Efren Trujillo	Grants	Orlando, FL	Aug. 08-11, 2017
Erika Mata	Grants	Orlando, FL	Aug. 08-11, 2017
Julia Lash	Grants	Seattle, WA	Aug. 27-31, 2017
Sylvia Ordeman	Grants	Seattle, WA	Aug. 27-31, 2017
Arturo Rodriguez	Health	Atlanta, GA	Sept. 05-08, 2017
Karina Mendoza	Human Resources	Sugarland, TX	Aug. 18, 2017
Zaida Lamas	Human Resources	Sugarland, TX	Aug. 18, 2017
Roberto L. Lerma	Municipal Court	Austin, TX	Aug. 18, 2017
John Williamson	Municipal Court	Austin, TX	Aug. 18, 2017
Rene De'Coss	Municipal Court	Austin, TX	Aug. 18, 2017
Phil Bellamy	Municipal Court	Houston, TX	Aug. 08, 2017
Valerie M. Garcia	Municipal Court	Houston, TX	Aug. 08, 2017
April Garza	Police	New Braunfels, TX	Aug. 29-Sept. 01, 2017

- c) Consideration and **ACTION** to authorize 15 employees to attend a Swiftwater Technician Training on September 15-17, 2017 (1st Group) and September 19-21, 2017 (2nd Group) in New Braunfels, Texas. (Chief Carlos A. Elizondo)
- d) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 2017-1627**, repealing the current Chapter 26-Cemeteries and replacing it with the new Chapter 26-Cemeteries. (Constanza Miner – Planning & Development Services Director)
- e) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 2017-235.86**, amending existing boundaries within the O33-Nonapartment Overlay District map; and dealing with related matters. (Constanza Miner – Planning & Development Services Director)
- f) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 2017-235.87**, repealing the current Section 348-1043 “ENT (Downtown Brownsville Entertainment District)” of Chapter 348, Article IV “Overlay Districts” and replacing it with the new Section 348-1043 “Downtown Overlay District”. (Constanza Miner – Planning & Development Services Director)
- g) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2017-039-CO**, to rezone from Professional Office “G” (1CG) to Apartments “H” (AH) for 1.895 acres for Abstract 2 of Ruiz Subdivision Reserve located at 3215 W. Alton Gloor. (District 4) (Constanza Miner – Planning & Development Services Director)
- h) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2017-042**, to rezone from Apartment “G” (AG) to General Retail “G” (4CG) for 1.57 acres out of 28.94 acres of Espiritu Santo Grant Share 12 located near the intersection of Morrison and Laredo Road. (District 4) (Constanza Miner – Planning & Development Services Director)
- i) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2017-043**, to rezone from Dwelling “A” (DA) to Apartment “G” (AG) for 1.63 acres for Lot 1, Block 1 of Ryan Subdivision located on E. Ruben M. Torres Boulevard. (District 3) (Constanza Miner – Planning & Development Services Director)

- j) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2017-044**, to rezone from General Retail “G” (4CG) Medium Retail “G” (3CG) to Dwelling “G” (DG) for 0.63 acres for Lot 1, Block 1 of Valadez Subdivision and for 4.36 acres for “Reserve” of Valadez Subdivision located at 4865 Paredes Line Road. (District 3) (Constanza Miner – Planning & Development Services Director)
- k) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2017-045**, to rezone from General Retail “G” (4CG) to General Retail “J” (4CJ) for the South 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3) (Constanza Miner – Planning & Development Services Director)
- l) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2017-045-S**, to allow Apartments in a General Retail “J” (4CJ) for the South 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3) (Constanza Miner – Planning & Development Services Director)
- m) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2017-046**, to rezone from General Retail “G” (4CG) to General Retail “J” (4CJ) for the North 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3) (Constanza Miner – Planning & Development Services Director)
- n) **APPROVAL** on **SECOND** and **FINAL READING** on **Ordinance Number 235-2017-046-S**, to allow Apartments in a General Retail “J” (4CJ) for the North 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3) (Constanza Miner – Planning & Development Services Director)
- o) Consideration and **ACTION** to renew term contract for DOT and NON-DOT Drug Testing and Pre-employment Services, with an amendment to add Bomb Squad Physicals to contract. (Oscar Salinas – Human Resources)

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PUBLIC HEARINGS:

- 5. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 2017-1628**, amending Chapter 2, Article IV, by adding Division 6, Sections 2-386 through 2-390, “Youth Advisory Council”, to establish the structure and guidelines to advise City staff and City Commission on youth related issues and community engagement. (Ramiro Gonzalez – Affairs Liaison)
- 6. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 2017-1606-A**, amending the City of Brownsville Code of Ordinances Chapter 348, Article IX-Historic Preservation and Urban Design, by adding and deleting to Section 348-1493, Section 348-1520, and Section 348-1531; and dealing with related matters. (Constanza Miner – Planning & Development Services Director)
- 7. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2017-022-S**, to allow a wireless communication facility in Dwelling “A” (DA) for 1.14 for Acacia Lake Gardens Subdivision, Block 8, located near Impala Dr. (District 1) (Constanza Miner – Planning & Development Services Director)

8. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2017-047**, to rezone from Dwelling “Z” (DZ) to Dwelling “G” (DG) for 0.19 acres for Lot 19, Block 5 of Villa Nueva located at 2135 US Military Highway 281. (District 4) (Constanza Miner – Planning & Development Services Director)
9. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2017-048**, to rezone from Light Retail “G” (2CG) to Light Retail “H” (2CH) for 0.1917 acres for Lot 25, Block 1 of Canyon Valley Subdivision Re-plat located at 3700 Menchaca Ct. (District 2) (Constanza Miner – Planning & Development Services Director)
10. Consideration and **ACTION** on **FIRST READING** on **Ordinance Number 235-2017-048-S**, to allow a Triplex to Light Retail “H” (2CH) for 0.1917 acres for Lot 25, Block 1 of Canyon Valley Subdivision Re-plat located at 3700 Menchaca Ct. (District 2) (Constanza Miner – Planning & Development Services Director)
11. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2017-049**, to rezone from Dwelling “A” (DA) to Dwelling “G” (DG) for .30 acres for Lot 1, Block 1 of Ninfa Balli Subdivision located at 2815 Weslaco Road. (District 4) (Constanza Miner – Planning & Development Services Director)
12. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2017-050-S**, to allow a used car lot in a Dwelling/Retail “G” (DR/G) for 0.217 acres of the South ½ of Lot 8, Block 3, M. Samano Partition of the Wymore Tract located at 6385 Paredes Line Road. (District 3) (Constanza Miner – Planning & Development Services Director)
13. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2017-051**, to rezone from Dwelling “A” (DA) to Apartment “H” (AH) for Lots 1, 2, and 3, Block 1 of Lakeside Subdivision located at 701 Lakeside Blvd. (District 4) (Constanza Miner – Planning & Development Services Director)
14. Public Hearing and **ACTION** on **FIRST READING** on **Ordinance Number 235-2017-053**, to rezone from Professional Office “A” (1CA) to General Retail “A” (4CA) for 3.15 acres for Lot 1, Block 1 of Cela Subdivision located at 827 N. Central Avenue. (District 2) (Constanza Miner – Planning & Development Services Director)
15. Public Hearing to discuss the City’s proposed Fiscal Year 2018 Budget. (Lupe Granado – Finance)

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16. ***PUBLIC COMMENT PERIOD: PLEASE NOTE:***

<p>THE PUBLIC COMMENT PERIOD IS DESIGNATED FOR HEARING CONCERNS REGARDING CITY OF BROWNSVILLE PUBLIC POLICY OR CITY OF BROWNSVILLE BUSINESS THAT IS NOT ON THE AGENDA.</p>

DO NOT REQUEST A PUBLIC COMMENT FORM
IF YOU WISH TO COMMENT ON AN ITEM THAT IS ALREADY ON THE AGENDA
“PUBLIC HEARING” ITEMS ARE OPEN FOR COMMENT (ON THAT PARTICULAR ITEM)
UPON NOTICE FROM THE PRESIDING OFFICER

- THE “PUBLIC COMMENT FORM” IS DESIGNATED FOR SPEAKERS TO BE RECOGNIZED AND ADDRESS THE COMMISSION ON A SUBJECT THAT IS **NOT A PUBLIC HEARING**.
- ADDRESS THE COMMISSION AS A WHOLE – DO NOT DIRECT YOUR COMMENTS TO ANY INDIVIDUAL MEMBER OF THE COMMISSION.
- THE PUBLIC COMMENT PERIOD IS A TOTAL OF 15 MINUTES.
- THERE IS A **THREE (3)-MINUTE TIME LIMIT** PER SPEAKER. (TIMED)
- NO **FORMAL ACTION** CAN BE TAKEN.

- FOR THE RECORD, THE SPEAKER **MUST IDENTIFY BY NAME** BEFORE SPEAKING.
- “PUBLIC COMMENT FORMS” ARE LOCATED ON THE SECOND FLOOR AT THE ENTRANCE OF THE COMMISSION CHAMBERS (on the day of the meeting).
- **Public Comment Forms are not reserved for anyone.**
- “PUBLIC COMMENT FORMS” Must be filled out and presented to THE CITY SECRETARY **BEFORE A SCHEDULED CITY COMMISSION MEETING** TO BE RECOGNIZED.
- “PUBLIC COMMENT FORMS” ARE ONLY ACCEPTED UP TO AN HOUR BEFORE A SCHEDULED CITY COMMISSION MEETING.
- **POWERPOINT PRESENTATIONS ARE NOT CONDUCTED DURING THE PUBLIC COMMENT PERIOD.** [For further information, contact The Office of the City Secretary at 548-6001]

PRESENTATIONS:

PERSONS/GROUPS SCHEDULED TO CONDUCT A PRESENTATION OR DISTRIBUTING HANDOUTS ASSOCIATED WITH A PRESENTATION TO THE COMMISSION **MUST PROVIDE A COPY** OF SAME TO THE CITY SECRETARY FOR THE RECORD.

ITEMS FOR INDIVIDUAL CONSIDERATION:

17. Consideration and **ACTION** to appoint two (2) City Commissioners to the Amigos Del Valle, Inc. (Griselda Rosas – City Secretary)
18. Consideration and **ACTION** to appoint a City Commissioner to the Brownsville Convention Visitors Bureau (BCVB). (Griselda Rosas – City Secretary)
19. Consideration and **ACTION** to appoint one (1) member and two (2) City staff members to the Main Street Advisory Board. (Constanza Miner – Planning & Development Services Director)
20. Consideration and **ACTION** on **Resolution Number 2017-044**, expressing opposition to construction of Border Wall in our community and the entire Border Region. (Commissioners R. Gowen/C. de Leon)
21. Consideration and **ACTION** to acknowledge the Cameron Appraisal District Chief Appraiser’s certification of the City of Brownsville’s 2017 tax roll. (Lupe Granado – Finance)
22. Consideration and **ACTION** to acknowledge the Finance Director’s certification of the estimated ad valorem tax debt collection rate for the tax year 2017 and the excess debt tax collections for tax year 2016. (Lupe Granado – Finance)
23. Consideration and **ACTION** to acknowledge the Finance Director’s calculation of the City’s effective and rollback ad valorem tax rates for tax year 2017 or Fiscal Year 2018. (Lupe Granado – Finance)
24. Consideration and **ACTION** to acknowledge the Finance Director’s calculation of a tax increase if the proposed tax rate will exceed the lower of the rollback tax rate or the effective tax rate. (Lupe Granado – Finance)

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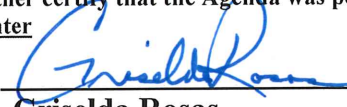
ADJOURNMENT:

NOTE: The City Commission of the City of Brownsville reserves the right to discuss any items in Executive Session whenever authorized under the Texas Open Meetings Act, Chapter 551, Title 5 of the Texas Government Code.

NOTE: The City of Brownsville does not discriminate on the basis of disability in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the ADA Coordinator at 956/548-6037 (voice or Relay TX) by Monday, no later than 5:00 P.M., to make proper arrangements.

By: Antonio Martinez
Mayor of the City of Brownsville

I certify that a copy of the **August 01, 2017**, Agenda of items to be considered by the Brownsville City Commission was posted on the Bulletin Area at City Hall – Federal Building, on July 28, 2017. I further certify that the Agenda was posted on the City's website and can be downloaded by accessing: <http://www.cob.us/AgendaCenter>



Griselda Rosas
City Secretary

The City of Brownsville

Presents the

*Employee of the Month
to*

EDUARDO "EDDIE" RIVERA

PLANNING MAINTENANCE SUPERVISOR

With

**PLANNING & DEVELOPMENT SERVICES
DEPARTMENT**

In recognition for outstanding services rendered to the City of Brownsville

For the Month of AUGUST 2017

Presented on this 1ST day of AUGUST 2017

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Submit

AGENDA REQUEST FORM

Item Number: **3.**

COMMISSION MEETING DATE: 8/1/2017

DEPT: Planning & Development

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: <u>10</u>	Agenda ___ Public Hearing ___ Contract ___ Grant ___ Action ___ Consent	Ordinance ___ First Reading ___ Second Reading
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Brief Description of Agenda Item:

Presentation of the Main Street Advisory Board Annual Report.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____

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Submit

AGENDA REQUEST FORM

Item Number: **3.**

COMMISSION MEETING DATE: 8/1/17

City Secretary's
Office

DEPT: CONTACT Griselda Rosas

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: 5 min <input checked="" type="checkbox"/>	Agenda ___ Public Hearing ___ Contract ___ Grant ___ Action ___ Consent	Ordinance ___ First Reading ___ Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------

Brief Description of Agenda Item:

Presentation regarding the VIDA Annual Report.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

Presentation will be done by Ms. Priscilla Alvarez, VIDA Careers.

City Manager Approval

Date: _____

City of Brownsville FY 16-17 Report

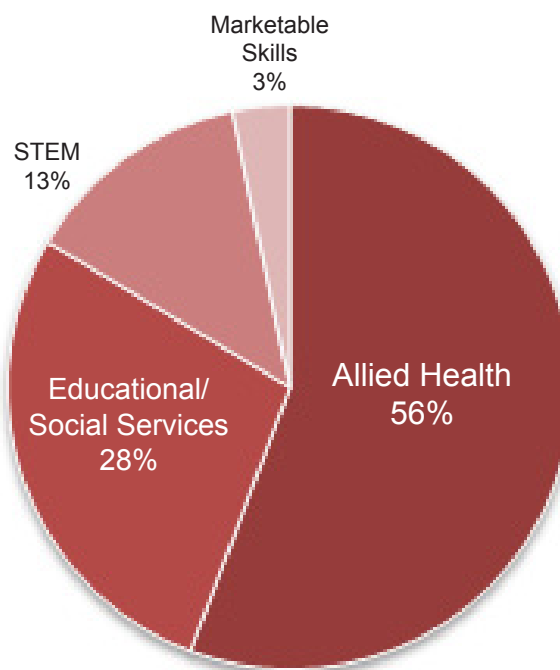
Average Salary Reported Upon Graduation
as of June 23rd, 2017*

\$35,443.20

Brownsville At a Glance

- **49%** Between the Ages of 25-50
*Participants' Age at Intake
- **72%** Female
- **93%** Below Poverty Level, Unemployed, or on Public Assistance
- **26%** Single Parents
- **39%** 2 or more Dependents in Household

PROGRAM OF STUDY BY INDUSTRY



CREDENTIAL ANALYSIS

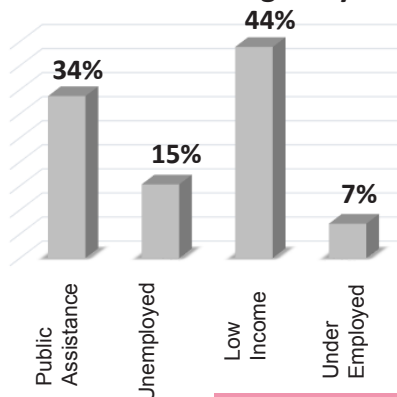
ACTIVE STUDENTS

Associates	Bachelors	Certificate
49%	22%	29%

GRADUATES/COMPLETERS

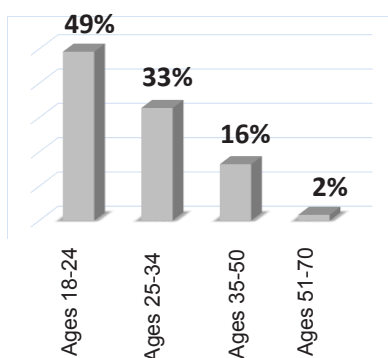
Associates	Bachelors	Certificate
79%	13%	8%

Financial Eligibility



Some participants meet more than one eligibility factor

Participant Age



Benchmark = 55
Total Served = 61

For every one dollar invested there is a return of \$12.12 to the communities we serve

(Economic Impact Study 2015 - University of Texas-Pan American, Data & Information Systems Center)

MINUTES of a **Regular Meeting** of the City Commission of the City of Brownsville, Texas, held in the Commission Chambers, on the Second Floor of the Brownsville City Hall – Old Federal Building, located at 1001 East Elizabeth Street, Brownsville, Cameron County, Texas, on **Tuesday, July 11, 2017**, at **6:00 P.M.** with the following members present:

ANTONIO MARTINEZ)	Mayor
		COMMISSIONERS
RICARDO LONGORIA, JR.)	District 1
JESSICA TETREAU)	District 2
JOEL MUNGUIA)	District 3
BEN NEECE)	District 4
CESAR DE LEON)	At-Large “A”
ROSE M.Z. GOWEN, M.D.)	At-Large “B”
CHARLIE CABLER		CITY MANAGER
PETE GONZALEZ		DEPUTY CITY MANAGER
MARK SOSSI		CITY ATTORNEY
MICHAEL L. LOPEZ		ASSISTANT CITY MANAGER
ABSENT:		NONE

A quorum being present, Mayor Antonio Martinez, asked Ms. Griselda Rosas, City Secretary, to read the call to consider the following matters as posted and filed for the record in The Office of the City Secretary on July 07, 2017.

* * * * *

REGULAR MEETING: 6:00 P.M.

PLEDGE OF ALLEGIANCE:

UNITED STATES PLEDGE * TEXAS PLEDGE

The Pledge of Allegiance was led by Mayor Antonio Martinez and the Texas Pledge was led by Commissioner Ricardo Longoria, Jr.

INVOCATION:

The invocation was led by Pastor Brad Burkes, from Embassy of the Spirit Church, Brownsville, Texas.

* * * * *

1. *MAYOR'S ACTIVITY UPDATE:*

Mayor Antonio Martinez noted that there was only one (1) scheduled City Commission meeting scheduled for the month of July.

2. COMMISSIONERS' ACTIVITY UPDATE:

Commissioner Jessica Tetreau informed the public of a great turnout at the Sports Park for the 4th of July event, and thanked City staff.

Commissioner Ben Neece noted that there will be great transformations for the Downtown Revitalization.

Commissioner Ricardo Longoria, Jr., gave a brief explanation in regards to the drainage problems. He also thanked the community for participating on the July 8th tire collection.

3. PRESENTATIONS:

Employee of the Month

(Charlie Cabler – City Manager)

Mr. Charlie Cabler, City Manager, recognized *Mr. Omar Garza, Sign Technician*, from Traffic Department, as July's Employee of the Month.

Brownsville Convention Visitors Bureau

Quarterly Report

(Charlie Cabler – City Manager)

Mr. Mariano "Bean" Ayala, President/CEO delivered a PowerPoint presentation regarding the Brownsville Convention Visitors Bureau Quarterly Report.

Bicycle and Pedestrian Advisory

Committee Annual Report

(Constanza Miner – Planning & Development Services Director)

Mr. Edgar Gaucin, Chair, delivered a PowerPoint presentation regarding the Bicycle and Pedestrian Advisory Committee Annual Report.

85th Legislative Update

(Ramiro Gonzalez – Government Affairs Liason)

Mr. Ramiro Gonzalez, Government Affairs Liason, delivered a PowerPoint presentation in regards to the 85th Legislative Update.

4. CONSENT AGENDA ITEMS:

Upon motion by Commissioner Jessica Tetreau seconded by Commissioner Joel Munguia and carried unanimously, Agenda Item 4f was moved out of sequence and opened for Public Hearing, at the request of a Brownsville citizen, for discussion and action.

4f) APPROVAL on SECOND on FINAL READING on Ordinance Number 2017-1090-G, amending portions of Section 2-26 of the City Code relating to public comment.

Mr. Edgar Gaucini, expressed concern on signing up for the Public Comment period ahead of time and what other options did the City offer in order to sign up for Public Comment.

Upon motion by Commissioner Rose Gowen seconded by Commissioner Jessica Tetreau and carried unanimously, the public hearing was **closed**.

Commissioner Jessica Tetreau moved that **Ordinance Number 2017-1090-G**, amending portions of Section 2-26 of the City Code relating to public comment, be **amended** and **approved** as discussed. The motion was seconded by Commissioner Ben Neece and carried unanimously.

All consent Agenda Items listed were considered to be routine by the City Commission and were approved by one motion.

Upon motion by Commissioner Ricardo Longoria, Jr., seconded by Commissioner Rose Gowen and carried unanimously, Consent Agenda Items “*a through e*” were **approved**.

ITEMS No. “a” through “f”

- a) Approval of the Minutes of the Regular Meeting of June 20, 2017.
- b) To acknowledge the following individuals to incur travel expense:

<u>Employee</u>	<u>Department</u>	<u>Destination</u>	<u>Date</u>
Julia Lash	Grants	Dallas, TX	Oct. 03-06, 2017
Anali Ybarra	Grants	Dallas, TX	Oct. 03-06, 2017
Arturo Rodriguez	Health	Austin, TX	July 20-21, 2017
Christopher Haggstrom	Health	Austin, TX	July 20-21, 2017
Mark Elbert	Police	Austin, TX	July 06-07, 2017
Samuel Lucio	Police	Dallas, TX	Aug. 06-10, 2017
Melissa Gonzalez	Police	Dallas, TX	Aug. 06-10, 2017
Federico Perez	Police	Dallas, TX	Aug. 06-10, 2017
Crystal Ramirez	Police	Dallas, TX	Aug. 06-10, 2017
David De Leon	Police	Arlington/San Antonio, TX	July 27-31, 2017
Liliana De La Garza	Police	Arlington/San Antonio, TX	July 27-31, 2017
Imelda G. Valadez	Police	Arlington/San Antonio, TX	July 27-31, 2017
Allison Bastian	Legal	San Antonio, TX	July 12-15, 2017

- c) **APPROVAL** on **THIRD** and **FINAL READING** on **Ordinance Number 2017-1628**, annexing territory to the City of Brownsville and extending the boundary limits; and adopting a service plan.
- d) Consideration and **ACTION** to execute first renewal term with Martinez and Associates.
- e) Consideration and **ACTION** to approve Change Order #5 and #6 for the Brownsville Resource Center.

* * * * *

PUBLIC HEARINGS:

- 5. **Public Hearing and ACTION on FIRST READING on Ordinance Number 2017-1627, repealing the current Chapter 26-Cemeteries and replacing it with the new Chapter 26-Cemeteries.**

Ms. Francesca Linder, Planner I, gave a brief explanation of the proposed ordinance noting the purpose of repealing the ordinance.

Upon motion by Commissioner Ben Neece seconded by Commissioner Jessica Tetreau and carried unanimously, the public hearing **closed**.

Commissioner Rose Gowen moved that Ordinance Number 2017-1627, be **adopted** at first reading, repealing the current Chapter 26-Cemeteries and replacing it with the new Chapter 26-Cemeteries. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

6. Public Hearing and ACTION on FIRST READING on Ordinance Number 2017-235.86, amending existing boundaries within the O33-Nonapartment Overlay District map; and dealing with related matters.

Ms. Francesca Linder, Planner I, gave a brief explanation of the proposed ordinance in regards to the O33 Non-apartment Overlay District Map by amending the existing boundary.

Upon motion by Commissioner Ricardo Longoria, Jr., seconded by Commissioner Cesar de Leon and carried unanimously, the public hearing was **closed**.

Commissioner Ricardo Longoria, Jr., moved that Ordinance Number 2017-235.86, be **adopted** at first reading, amending existing boundaries within the O33-Nonapartment Overlay District map; and dealing with related matters. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

7. Public Hearing and ACTION on FIRST READING on Ordinance Number 2017-235.87, repealing the current Section 348-1043 “ENT (Downtown Brownsville Entertainment District)” of Chapter 348, Article IV “Overlay Districts” and replacing it with the new Section 348-1043 “Downtown Overlay District”.

Ms. Miriam Suarez, Main Street Manager, gave a brief explanation of the proposed ordinance.

Upon motion by Commissioner Ben Neece seconded by Commissioner Rose Gowen and carried unanimously, the public hearing was **closed**.

Commissioner Ben Neece moved that Ordinance Number 2017-235.87, be **adopted** at first reading, repealing the current Section 348-1043 “ENT (Downtown Brownsville Entertainment District)” of Chapter 348, Article IV “Overlay Districts” and replacing it with the new Section 348-1043 “Downtown Overlay District”. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

8. Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2017-039-CO, to rezone from Professional Office “G” (ICG) to Apartments “H” (AH) for 1.895 acres for Abstract 2 of Ruiz Subdivision Reserve located at 3215 W. Alton Gloor. (District 4)

Ms. Ana Hernandez, Assistant Planning Director, gave a brief explanation of the proposed ordinance, noting that the Planning and Zoning Commission recommended approval.

Upon motion by Commissioner Jessica Tetreau seconded by Commissioner Ben Neece and carried unanimously, the public hearing was **closed**.

Commissioner Cesar de Leon moved that Ordinance Number 235-2017-039-CO, be **adopted** at first reading, to rezone from Professional Office “G” (1CG) to Apartments “H” (AH) for 1.895 acres for Abstract 2 of Ruiz Subdivision Reserve located at 3215 W. Alton Gloor. (District 4) The motion was seconded by Commissioner Rose Gowen and carried unanimously.

9. Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2017-042, to rezone from Apartment “G” (AG) to General Retail “G” (4CG) for 1.57 acres out of 28.94 acres of Espiritu Santo Grant Share 12 located near the intersection of Morrison and Laredo Road. (District 4)

Ms. Ana Hernandez, Assistant Planning Director, gave a brief explanation of the proposed ordinance, noting that the Planning and Zoning Commission recommended approval.

Upon motion by Commissioner Jessica Tetreau seconded by Commissioner Rose Gowen and carried unanimously, the public hearing was **closed**.

Commissioner Jessica Tetreau moved that Ordinance Number 235-2017-042, be **adopted** at first reading, to rezone from Apartment “G” (AG) to General Retail “G” (4CG) for 1.57 acres out of 28.94 acres of Espiritu Santo Grant Share 12 located near the intersection of Morrison and Laredo Road. (District 4) The motion was seconded by Commissioner Rose Gowen and carried unanimously.

10. Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2017-043, to rezone from Dwelling “A” (DA) to Apartment “G” (AG) for 1.63 acres for Lot 1, Block 1 of Ryan Subdivision located on E. Ruben M. Torres Boulevard. (District 3)

Ms. Ana Hernandez, Assistant Planning Director, gave a brief explanation of the proposed ordinance, noting that the Planning and Zoning Commission recommended approval.

Upon motion by Commissioner Jessica Tetreau seconded by Commissioner Cesar de Leon and carried unanimously, the public hearing was **closed**.

Commissioner Cesar de Leon moved that Ordinance Number 235-2017-043, be **adopted** at first reading, to rezone from Dwelling “A” (DA) to Apartment “G” (AG) for 1.63 acres for Lot 1, Block 1 of Ryan Subdivision located on E. Ruben M. Torres Boulevard. (District 3) The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

11. Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2017-044, to rezone from General Retail “G” (4CG) Medium Retail “G” (3CG) to Dwelling “G” (DG) for 0.63 acres for Lot 1, Block 1 of Valadez Subdivision and for 4.36 acres for “Reserve” of Valadez Subdivision located at 4865 Paredes Line Road. (District 3)

Ms. Ana Hernandez, Assistant Planning Director, gave a brief explanation of the proposed ordinance, noting that the Planning and Zoning Commission recommended approval.

Upon motion by Commissioner Jessica Tetreau seconded by Commissioner Rose Gowen and carried unanimously, the public hearing was **closed**.

Commissioner Jessica Tetreau moved that Ordinance Number 235-2017-044, be **adopted** at first reading, to rezone from General Retail “G” (4CG) Medium Retail “G” (3CG) to Dwelling “G” (DG) for 0.63 acres for Lot 1, Block 1 of Valadez Subdivision and for 4.36 acres for “Reserve” of Valadez Subdivision located at 4865 Paredes Line Road. (District 3) The motion was seconded by Commissioner Rose Gowen and carried unanimously.

12. Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2017-045, to rezone from General Retail “G” (4CG) to General Retail “J” (4CJ) for the south 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3)

Ms. Ana Hernandez, Assistant Planning Director, gave a brief explanation of the proposed ordinance, noting that the Planning and Zoning Commission recommended approval.

Upon motion by Commissioner Jessica Tetreau seconded by Commissioner Joel Munguia and carried unanimously, the public hearing was **closed**.

Commissioner Jessica Tetreau moved that Ordinance Number 235-2017-045, be **adopted** at first reading, to rezone from General Retail “G” (4CG) to General Retail “J” (4CJ) for the south 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3) The motion was seconded by Commissioner Cesar de Leon and carried unanimously.

13. Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2017-045-S, to allow Apartments in a General Retail “J” (4CJ) for the south 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3)

Ms. Ana Hernandez, Assistant Planning Director, gave a brief explanation of the proposed ordinance, noting that the Planning and Zoning Commission recommended approval.

Upon motion by Commissioner Jessica Tetreau seconded by Commissioner Cesar de Leon and carried unanimously, the public hearing was **closed**.

Commissioner Jessica Tetreau moved that Ordinance Number 235-2017-045-S, be **adopted** at first reading, to allow Apartments in a General Retail “J” (4CJ) for the south 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3) The motion was seconded by Commissioner Cesar de Leon and carried unanimously.

14. Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2017-046, to rezone from General Retail “G” (4CG) to General Retail “J” (4CJ) for the north 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3)

Ms. Ana Hernandez, Assistant Planning Director, gave a brief explanation of the proposed ordinance, noting that the Planning and Zoning Commission recommended approval.

Upon motion by Commissioner Jessica Tetreau seconded by Commissioner Cesar de Leon and carried unanimously, the public hearing was **closed**.

Commissioner Jessica Tetreau moved that Ordinance Number 235-2017-046, be **adopted** at first reading, to rezone from General Retail “G” (4CG) to General Retail “J” (4CJ) for the north 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3) The motion was seconded by Commissioner Cesar de Leon and carried unanimously.

Commissioner Rose Gowen stepped out and did not vote.

15. Public Hearing and ACTION on FIRST READING on Ordinance Number 235-2017-046-S, to allow Apartments in a General Retail “J” (4CJ) for the north 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3)

Ms. Ana Hernandez, Assistant Planning Director, gave a brief explanation of the proposed ordinance, noting that the Planning and Zoning Commission recommended approval.

Upon motion by Commissioner Jessica Tetreau seconded by Commissioner Joel Munguia and carried unanimously, the public hearing was **closed**.

Commissioner Jessica Tetreau moved that Ordinance Number 235-2017-046-S, be **adopted** as first reading, to allow Apartments in a General Retail “J” (4CJ) for the north 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail. (District 3) The motion was seconded by Commissioner Joel Munguia and carried unanimously.

Commissioner Rose Gowen stepped out and did not vote.

16. Public Hearing and ACTION on Resolution Number 2017-042, reaffirming the establishment of the West Morrison Road Public Improvement District in the City of Brownsville; and dealing with related matters.

Ms. Constanza Miner, Planning & Development Services Director, gave a brief explanation of the proposed resolution.

Upon motion by Commissioner Ricardo Longoria, Jr., seconded by Commissioner Jessica Tetreau and carried unanimously, the public hearing was **closed**.

Commissioner Cesar de Leon moved that Resolution Number 2017-042, reaffirming the establishment of the West Morrison Road Public Improvement District in the City of Brownsville; and dealing with related matters, be **approved**. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

* * * * *

17. PUBLIC COMMENT PERIOD: PLEASE NOTE:

Ms. Guillermina Salguero, requested help from the Commission to obtain her Visa.

Ms. Gabriela Zavala, Ms. Juana Lara, Ms. Ofelia Alonso and Ms. Sadie Hernandez expressed concern in regards to the Senate Bill 4 (SB4) and asked for the Commissioners support to vote against the SB4.

ITEMS FOR INDIVIDUAL CONSIDERATION:

18. Consideration and ACTION to appoint two (2) members to the Brownsville Community Improvement Corporation (BCIC).

Commissioner Rose Gowen moved that *Commissioner Joel Munguia*, be **appointed** to the Brownsville Community Improvement Corporation (BCIC). The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

Commissioner Cesar de Leon moved that *Mr. Graham Sevier-Schultz*, be **appointed** to the Brownsville Community Improvement Corporation (BCIC). The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

19. Consideration and ACTION on Resolution Number 2017-035, to execute an Advanced Funding Agreement between the City of Brownsville and the Texas Department of Transportation, regarding the Brownsville Bicycle/Pedestrian Safety Improvements.

Ms. Eva Garcia, Planner I, delivered a PowerPoint presentation in regards to adding medians and crosswalks/sidewalks improvements to Boca Chica Blvd., Ruben M. Torres Blvd., and Alton Gloor Blvd., which would create safer crossing areas for pedestrians and cyclists by clearly defining spaces on major thoroughfares to enhance connectivity.

Commissioner Jessica Tetreau moved that Resolution Number 2017-035, to execute an Advanced Funding Agreement between the City of Brownsville and the Texas Department of Transportation, regarding the Brownsville Bicycle/Pedestrian Safety Improvements, be **approved**. The motion was seconded by Commissioner Rose Gowen and carried unanimously.

20. Consideration and ACTION to adopt budget amendment Resolution Number 2017-036, to amend the General Fund revenues and expenditures budget and to amend the budget for additional expenditures and revenues in the Bridge Fund and Employee Benefit Fund.

Commissioner Rose Gowen moved that budget amendment Resolution Number 2017-036, to amend the General Fund revenues and expenditures budget and to amend the budget for additional expenditures and revenues in the Bridge Fund and Employee Benefit Fund, be **adopted** and **approved**. The motion was seconded by Commissioner Cesar de Leon and carried unanimously.

21. Consideration and ACTION on Resolution Number 2017-037, of the City of Brownsville, Texas suspending the July 20, 2017 effective date of the Statement of Intent of Texas Gas Service company to increase rates within incorporated areas of its service territory to permit the city time to study the request and to establish reasonable rates; finding that the

City's reasonable rate case expenses shall be reimbursed by the company; authorizing participation with other Rio Grande Valley Texas municipalities; hiring legal and consulting services to negotiate with the company and direct any necessary litigation and appeals; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel.

Commissioner Rose Gowen moved that Resolution Number 2017-037, of the City of Brownsville, Texas suspending the July 20, 2017 effective date of the Statement of Intent of Texas Gas Service company to increase rates within incorporated areas of its service territory to permit the city time to study the request and to establish reasonable rates; finding that the City's reasonable rate case expenses shall be reimbursed by the company; authorizing participation with other Rio Grande Valley Texas municipalities; hiring legal and consulting services to negotiate with the company and direct any necessary litigation and appeals; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel, be **approved**. The motion was seconded by Commissioner Cesar de Leon and carried unanimously.

- 22. Consideration and ACTION on Resolution Number 2017-038, of the City of Brownsville, Texas, finding that the calculation of its extra-territorial jurisdiction pursuant to Texas Local Government Code §42.0235 is not in the City's best interests and electing to calculate the City of Brownsville's extra-territorial jurisdiction pursuant to Texas Local Government Code §42.021, previous Interlocal Agreements as adopted by the City of Brownsville and the City of Los Fresnos, and dealing with related matters.**

Commissioner Rose Gowen moved that Resolution Number 2017-038, of the City of Brownsville, Texas, finding that the calculation of its extra-territorial jurisdiction pursuant to Texas Local Government Code §42.0235 is not in the City's best interests and electing to calculate the City of Brownsville's extra-territorial jurisdiction pursuant to Texas Local Government Code §42.021, previous Interlocal Agreements as adopted by the City of Brownsville and the City of Los Fresnos, and dealing with related matters, be **approved**. The motion was seconded by Commissioner Joel Munguia and carried unanimously.

- 23. Consideration and ACTION on Resolution Number 2017-040, of the City of Brownsville, Texas, finding that the calculation of its extra-territorial jurisdiction pursuant to Texas Local Government Code §42.0235 is not in the City's best interests and electing to calculate the City of Brownsville's extra-territorial jurisdiction pursuant to Texas Local Government Code §42.021, previous Interlocal Agreements as adopted by the City of Brownsville and the Town of Bayview, and dealing with related matters.**

Commissioner Rose Gowen moved that Resolution Number 2017-040, of the City of Brownsville, Texas, finding that the calculation of its extra-territorial jurisdiction pursuant to Texas Local Government Code §42.0235 is not in the City's best interests and electing to calculate the City of Brownsville's extra-territorial jurisdiction pursuant to Texas Local Government Code §42.021, previous Interlocal Agreements as adopted by the City of Brownsville and the Town of Bayview, and dealing

with related matters, be **approved**. The motion as seconded by Commissioner Jessica Tetreau and carried unanimously.

- 24. Consideration and ACTION on Resolution Number 2017-041 of the City of Brownsville, Texas, finding that the calculation of its extra-territorial jurisdiction pursuant to Texas Local Government Code §42.0235 is not in the City's best interests and electing to calculate the City of Brownsville's extra-territorial jurisdiction pursuant to Texas Local Government Code §42.021, previous Interlocal Agreements as adopted by the City of Brownsville and the Town of Indian Lake, and dealing with related matters.**

Commissioner Jessica Tetreau moved that Resolution Number 2017-041 of the City of Brownsville, Texas, finding that the calculation of its extra-territorial jurisdiction pursuant to Texas Local Government Code §42.0235 is not in the City's best interests and electing to calculate the City of Brownsville's extra-territorial jurisdiction pursuant to Texas Local Government Code §42.021, previous Interlocal Agreements as adopted by the City of Brownsville and the Town of Indian Lake, and dealing with related matters, be **approved**. The motion was seconded by Commissioner Rose Gowen and carried unanimously.

- 25. Consideration and ACTION to award a contract for the construction of an Air Cargo Facility at the Brownsville South Padre Island International Airport.**

Commissioner Cesar de Leon moved that a contract for the construction of an Air Cargo Facility at the Brownsville South Padre Island International Airport, be **approved**. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

- 26. Consideration and ACTION to award a term contract for Engineering and Surveying Services for the City of Brownsville.**

Commissioner Jessica Tetreau moved that a term contract for Engineering and Surveying Services for the City of Brownsville, be **approved**. The motion was seconded by Commissioner Rose Gowen and carried unanimously.

- 27. Consideration and ACTION to award a term contract for Geo-technical and Construction Material Testing Services for the City of Brownsville.**

Commissioner Jessica Tetreau moved that a term contract for Geo-technical and Construction Material Testing Services for the City of Brownsville, be **approved**. The motion was seconded by Commissioner Joel Munguia and carried unanimously.

- 28. Consideration and ACTION to approve the purchase and delivery of two (2) vehicles.**

Commissioner Rose Gowen moved that the purchase and delivery of two (2) vehicles, be **approved**. The motion was seconded by Commissioner Cesar de Leon and carried unanimously.

- 29. Consideration and ACTION to award a term contract with Unifirst Holdings, Inc., for purchase, lease and rental of uniforms for the Public Works Department.**

Commissioner Ricardo Longoria, Jr., moved that a term contract with Unifirst Holdings, Inc., for purchase, lease and rental of uniforms for the Public Works Department, be **approved**. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

30. Consideration and ACTION to approve amendment to City Landfill Master Consulting Agreement, Task Order 2015-4 for Additional Engineering Services for the City of Brownsville MSW Landfill.

Commissioner Cesar de Leon moved that amendment to City Landfill Master Consulting Agreement, Task Order 2015-4 for Additional Engineering Services for the City of Brownsville MSW Landfill, be **approved**. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

31. Consideration and ACTION to award a contract for the purchase and delivery of various Heavy Duty Equipment for the Public Works Department.

Commissioner Ricardo Longoria, Jr., moved that a contract for the purchase and delivery of various Heavy Duty Equipment for the Public Works Department, be **approved**. The motion was seconded by Commissioner Joel Munguia and carried unanimously.

32. Consideration and ACTION on Memorandum of Understanding among the City of Brownsville and the Brownsville Historical Association (BHA) regarding the Preservation of Historic Structures.

Ms. Constanza Miner, Planning & Development Services Director, gave a brief explanation of the agenda item noting that the award of funds to the Brownsville Historical Association would replace the Market Square Building flat roof and restore its windows and would not exceed the amount of \$291,814.58.

Commissioner Jessica Tetreau moved that Memorandum of Understanding among the City of Brownsville and the Brownsville Historical Association (BHA) regarding the Preservation of Historic Structures, be **approved**. The motion was seconded by Commissioner Rose Gowen and carried unanimously.

33. Consideration and ACTION on approval of recent amendments to the Greater Brownsville Incentives Corporation (GBIC) Bylaws. (Mark Sossi – City Attorney)

Commissioner Ricardo Longoria, Jr., moved that the amendments to the Greater Brownsville Incentives Corporation (GBIC) Bylaws, be **approved**. The motion was seconded by Commissioner Jessica Tetreau and carried unanimously.

34. Consideration and ACTION for the Mayor to create an Audit and Oversight Committee and appoint members of said Committee.

Commissioner Ben Neece moved that the creation of an Audit and Oversight Committee, be **approved** and appoint the following members of said Committee:

Commissioner Ben Neece – Chairman

Commissioner Cesar de Leon

Commissioner Jessica Tetreau

The motion was seconded by Commissioner Cesar de Leon and carried as follow:

Ayes: Commissioners de Leon, Gowen, Tetreau, Munguia, Neece and Mayor Martinez

Nays: Commissioner Longoria, Jr.

35. Consideration and ACTION for the Mayor to create Budget Committee and appoint members of said Committee.

Commissioner Cesar de Leon moved that the Mayor create a Budget Committee, and appoint members of said Committee, be **approved**. The motion was seconded by Commissioner Ben Neece and carried unanimously.

36. Consideration and ACTION for the Mayor to create an Agenda Committee and appoint members of said Committee.

Commissioner Cesar de Leon moved that the Mayor create an Agenda Committee, and appoint *Mayor Antonio Martinez* and *Commissioner Rose Gowen* to the Committee, be **approved**. The motion was seconded by Commissioner Ben Neece and carried unanimously.

* * * * *

ADJOURNMENT:

There being no further business to come before the Commission, upon duly made motion, the meeting adjourned at 8:45 p.m.

Approved this 1st day of August, 2017.

Antonio Martinez
Mayor

Attest:

Griselda Rosas
City Secretary

Respectfully submitted by:
Yolanda Galarza-Gomez, Administrative Specialist
Office of the City Secretary



Submit

AGENDA REQUEST FORM

Item Number: **4b.**

COMMISSION MEETING DATE: August 01, 2017 DEPT: Airport CONTACT Bryant Walker, Airport Director

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
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Brief Description of Agenda Item:

Consideration and ACTION to authorize John Doude, A.C.E., Airport Operations Supervisor, ASC, to travel to Dallas, Texas, to attend the American Association of Airport Executives, 2017 North American Bird Strike Conference on August 22 through August 24, 2017.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: July 12, 2017

FROM: Bryant Walker

DEPARTMENT Airport Director

I hereby request authorization for travel, at City expense, for the following employee as follows:

John Doude

Airport Operations Supervisor, ASC

EMPLOYEE NAME

POSITION

1. Destination: Dallas, Texas

2. Est. date and time leaving: Mon. Aug.21, 2017 5:00am Est. date and time returning: Thur. August 24, 2017 11:53pm

3. Transportation mode: ☐ City Vehicle ☐ Private Vehicle ☒ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To Attend the 2017 ACI-NA Annual Public Safety and Security Fall Conference. This will allow us to attend workshops and to acquire the first hand from Transportation Security Administration and Federal Aviation Administration.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

Network with various federal agencies FAA, TSA and various Airport representatives.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate) Estimated Cost to the City:

a. Transportation	_____ miles x 50.5 cents a mile for private vehicle (list other) <u>American Airlines</u>	\$ <u>299.00</u>
b. Meals:	PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>224.00</u>
c. Lodging	\$ <u>135.X3</u> per night x (1) person	\$ <u>405.00</u>
d. Registration Fees	\$ <u>475.00</u> per person x (1) person + \$50. Bird strike hands-on training	\$ <u>525.00</u>
e. Other costs (explain)	_____ taxi	\$ <u>50.00</u>
TOTAL:		\$ <u>1,503.00</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 274.00 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 61_544-767 which has a balance of \$ 2,700.00 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ _____ as an advance expense.

/S/ _____
Finance Director

**City of Brownsville, Texas
Analysis of Meal & IE Per Diem Allowance
in Dallas, Texas
For August 22-24 , 2017
The Daily Meal & IE for Dallas, Texas, Perdiem: \$64.00**

Travel Date			Destination	Max Lodgging Allowed	Meal Per Diem Daily Rate	First Day & Last Day at 75% of Daily Rate	Total Daily Allowance
August 21 2017	Monday	Dallas, Texas	0.00	64.00	0.75		48.00
August 22, 2017	Tuesday	Dallas, Texas	0.00	64.00			64.00
August 23, 2017	Wednesday	Dallas, Texas	0.00	64.00			64.00
August 24, 2017	Thursday	Brownsville, Texas	0.00	64.00	0.75		48.00
			-				0.00
Total Meal & IE Allowance							224.00

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Submit

AGENDA REQUEST FORM

Item Number: **4b.**

COMMISSION MEETING DATE: 8/01/17

DEPT: Emergency Management

CONTACT: Odee Ann Leal

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

Consideration and action to authorize Odee Ann Leal, Emergency Management Director/EMC to attend the Texas Emergency Management Advisory Committee (TEMAC) Meeting STEAR subcommittee.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/12/17

FROM: Odee Ann Leal

DEPARTMENT BOEM

I hereby request authorization for travel, at City expense, for the following employee as follows:

Odee Ann Leal

Emergency Management Director, EMC

EMPLOYEE NAME

POSITION

1. Destination: Austin, Texas

2. Est. date and time leaving: 08/14/2017

Est. date and time returning: 08/17/2017

3. Transportation mode: ☐ City Vehicle ☒ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

Attend the STEAR subcommittee of the Texas Emergency Management Advisory Committee (TEMAC) Meeting.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

~~The STEAR subcommittee will discuss the development of education and public information~~
materials, use of STEAR information during response, and future integration of STEAR information into the ETN System.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation <u>700</u> miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>374.50</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>206.50</u>
c. Lodging \$ <u>97.75</u> per night x (1) person	\$ <u>293.25</u>
d. Registration Fees \$ <u>.00</u> per person x (1) person	\$ <u>.00</u>
e. Other costs (explain) _____	\$ _____
TOTAL:	\$ <u>874.25</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 874.25 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01-303 - 767 which has a balance of \$ 5,102.15 as of this date.

10. This request is hereby ☐ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ _____ as an advance expense.

/S/ _____
Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 During the Texas Emergency Management Advisory 'Operational Technology' Subcommittee Meeting
 in Austin, Texas
 From August 14 through August 17, 2017
 The Daily Meal & IE For Austin, Texas, is \$59.00

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
August 14, 2017	Monday	0.00	44.25	44.25
August 15, 2017	Tuesday	59.00	0.00	59.00
August 16, 2017	Wednesday	0.00	0.00	59.00
August 17, 2017	Thursday	0.00	44.25	44.25
Total Meal & IE Allowance		<u>59.00</u>	<u>88.50</u>	<u>206.50</u>

Nightly Lodging from Monday, August 14 through Thursday, August 16, 2016,
 Monday, August 14 (first day), and Thursday, August 17 (last day) are traveling days.

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Submit

AGENDA REQUEST FORM

Office of Grant
Management &
Community
Development

Item Number: 4b.

COMMISSION MEETING DATE: 8-01-2017

DEPT: _____ CONTACT Marina Zolezzi, Director

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

Consideration and ACTION to authorize Efren Trujillo, Assistant Director and Erika Mata, Accountant II to attend the HOME Basic Course being held in Orlando, FL. on August 8, 2017 to August 11, 2017.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ **Date:** _____



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/21/2017

FROM: Marina Zolezzi

DEPARTMENT OGM- Community Development

I hereby request authorization for travel, at City expense, for the following employee as follows:

Efren Trujillo

Assistant Director / Home Manager

EMPLOYEE NAME

POSITION

1. Destination: Orlando , Florida

2. Est. date and time leaving: August 8, 2017

Est. date and time returning: August 11, 2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend the HOME BASIC Course.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

Course will provide a basic, but comprehensive overview of the HOME program.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) <u>american</u>	\$ <u>768.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>206.50</u>
c. Lodging \$ <u>115.00</u> per night x (1) person	\$ <u>389.58</u>
d. Registration Fees \$ <u>350.00</u> per person x (1) person	\$ <u>350.00</u>
e. Other costs (explain) <u>Taxi 200.00 baggage 50.00</u>	\$ <u>250.00</u>
TOTAL:	\$ <u>1,964.08</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 456.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 17-7392 - 7139 which has a balance of \$ 15,673.86 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ _____ as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/21/2017

FROM: Marina Zolezzi

DEPARTMENT OGM- Community Development

I hereby request authorization for travel, at City expense, for the following employee as follows:

Erika Mata

Accountant II

EMPLOYEE NAME

POSITION

1. Destination: Orlando , Florida

2. Est. date and time leaving: August 8, 2017

Est. date and time returning: August 11, 2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend the HOME BASIC Course.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

Course will provide a basic, but comprehensive overview of the HOME program.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) <u>american</u>	\$ <u>768.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>206.50</u>
c. Lodging \$ <u>115.00</u> per night x (1) person	\$ <u>389.58</u>
d. Registration Fees \$ <u>350.00</u> per person x (1) person	\$ <u>350.00</u>
e. Other costs (explain) <u>Taxi 200.00 baggage 50.00</u>	\$ <u>250.00</u>
TOTAL:	\$ <u>1,964.08</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 456.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 17-7392 - 7139 which has a balance of \$ 15,673.86 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ _____ as an advance expense.

/S/ _____
Finance Director

City of Brownsville, Texas			
Analysis of Meal & IE Per Diem Allowance			
During The HOME Basics Training			
in Orlando, FL.			
From August 8 Through August 11, 2017			
The Daily Meal & IE For Orlando, FL. is \$ 59.00			
		First Day	
	Meal	& Last Day	Total
	Per Diem	at 75% of	Daily
Date	Daily Rate	Daily Rate	Allowance
Tuesday, August 08, 2017		\$ 44.25	\$ 44.25
Wednesday, August 09, 2017	\$ 59.00		\$ 59.00
Thursday, August 10, 2017	\$ 59.00		\$ 59.00
Friday, August 11, 2017		\$ 44.25	\$ 44.25
Total Meal & IE Allowance	\$ 118.00	\$ 88.50	\$ 206.50
Nightly Lodging from August 8,2017 through August 11, 2017 and			
checking out on Friday, August 11, 2017.			
Tuesday, August 08, 2017(First Day)			
Wednesday, August 9, 2017 (Second Day)			
Thursday, August 10,2017 (Third Day)			
Friday, August 11, 2017(Last Day)were traveling days.			



Submit

AGENDA REQUEST FORM

COMMISSION MEETING DATE: 8/01/2017

Office of Grant
Management &
Community
Development

Item Number: 4b.

DEPT: Development CONTACT: _____

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

CONSIDERATION and ACTION authorizing Julia Lash, Program Manager and Sylvia Ordeman, Grant Manager to attend the StormCon North American Surface Water quality conference & Exposition 2017 that will be held in Seattle, Washington from August 27 thru August 31, 2017.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

Date: _____



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/21/2017

FROM: Efren Trujillo, Assistant Director

DEPARTMENT Office Of Grant Management & Community Development

I hereby request authorization for travel, at City expense, for the following employee as follows:

Julia Lash

Program Manager

EMPLOYEE NAME

POSITION

1. Destination: SEATTLE, WASHINGTON

2. Est. date and time leaving: AUGUST 27, 2017 Est. date and time returning: AUGUST 31, 2017

3. Transportation mode: ☐ City Vehicle ☐ Private Vehicle ☒ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend the STORMCON THE NORTH AMERICAN SURFACE WATER QUALITY CONFERENCE AND EXPO 2017

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (*attach additional memo as needed.*)

Attending the conference will help maintain a high level of professionalism while conducting city business learning the new guidelines

Office of Grant Management & Community Development

Marina Zolezzi, Director

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☐ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>776.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>333.00</u>
c. Lodging \$ <u>240.00</u> per night x (1) person	\$ <u>1,066.67</u>
d. Registration Fees \$ <u>850.00</u> per person x (1) person	\$ <u>850.00</u>
e. Other costs (explain) <u>Taxi 200.00 & Baggage 50.00</u>	\$ <u>250.00</u>
TOTAL:	\$ <u>3,275.67</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 583.00 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 17 - 611-770 which has a balance of \$ 7,117.05 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ _____ as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/21/2017

FROM: Efren Trujillo, Assistant Director

DEPARTMENT Office of Grant Management & Community Development

I hereby request authorization for travel, at City expense, for the following employee as follows:

Sylvia Ordeman

Grant Manager

EMPLOYEE NAME

POSITION

1. Destination: Seattle, Washigton

2. Est. date and time leaving: August 27, 2017

Est. date and time returning: August 31, 2017

3. Transportation mode: ☐ City Vehicle ☐ Private Vehicle ☒ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend the STORMCON THE NORTH AMERICAN SURFACE WATER QUALITY CONFERENCE AND EXPO 2017

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

~~Attending the conference will help maintain a high level of professionalism while conducting city business learning the new guidelines.~~

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>776.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>333.00</u>
c. Lodging \$ <u>233.10 + Tax</u> per night x (1) person	\$ <u>1,066.67</u>
d. Registration Fees \$ <u>850.00</u> per person x (1) person	\$ <u>850.00</u>
e. Other costs (explain) <u>Taxi 200.00 Baggage 50.00</u>	\$ <u>250.00</u>
TOTAL:	\$ <u>3,275.67</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 583.00 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 1-135 - 767 which has a balance of \$ 5,900.95 as of this date.

10. This request is hereby ☐ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ _____ as an advance expense.

/S/ _____
Finance Director

City of Brownsville, Texas				
Analysis of Meal & IE Per Diem Allowance				
During The StormCon North American Surface Water quality conference & Exposition 2017				
in Washington D.C.				
From August 27 Through August 31, 2017.				
The Daily Meal & IE For Washington D.C. is \$ 74.00				
		First Day		
	Meal	& Last	Total	
	Per Diem	at 75% of	Daily	
Date	Daily Rate	Daily Rate	Allowance	
Sunday, August 27, 2017		\$ 55.50	\$ 55.50	
Monday, August 28, 2017	\$ 74.00		\$ 74.00	
Tuesday, August 29, 2017	\$ 74.00		\$ 74.00	
Wednesday, August 30, 2017	\$ 74.00		\$ 74.00	
Thursday, August 31, 2017		\$ 55.50	\$ 55.50	
Total Meal & IE Allowance	\$ 222.00	\$ 111.00	\$ 333.00	
Nightly Lodging from August 27,2017 through August 31, 2017 and				
checking out on Thursday, August 31, 2017				
Sunday, August 27, 2017 (First Day) Monday, August 28, 2017(Second Day)				
Tuesday, August 29, 2017 (Third Day) Wednesday, August 30, 2017(Fourth Day)				
Thursday, August 31, 2017 (Last Day) were traveling days.				



Submit

AGENDA REQUEST FORM

Item Number: **4b.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Health

CONTACT Arturo Rodriguez

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Consideration and Action to approve Arturo Rodriguez, Public Health and Wellness Director, to attend the Robert Wood Johnson Foundation Public Health Nurse Leaders Graduation in Atlanta. Georgia on September 5-8, 2017.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 07/24/2017

FROM: Arturo Rodriguez

Public Health

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

Arturo Rodriguez

EMPLOYEE NAME

Public Health and Wellness Director

POSITION

1. Destination: Atlanta, Georgia

2. Est. date and time leaving: Tuesday, September 5, 2017 @ Est. date and time returning: Friday, September 8, 2017 @

3. Transportation mode: ☐ City Vehicle ☐ Private Vehicle ☒ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend the Robert Wood Johnson Foundation Public Health Nurse Leaders Graduation.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

This graduation is the culmination of a two-year participation as a Public Health Nurse Leader Program.

6. Will any costs be paid by a grant or sponsor: YES ☒ NO ☐ (List)

RWJF will reimburse Air Transportation and Lodging.

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate) Estimated Cost to the City:

a. Transportation	<input type="text"/> miles x 44.5 cents a mile for private vehicle (list other)	<input type="text"/>	\$ 700.00
b. Meals:	PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]		\$ 241.50
c. Lodging	\$ 140 x 3 = 420.00 per night x (1) person		\$ 420.00
d. Registration Fees	\$ 1 per person x (1) person		\$ 0
e. Other costs (explain)	Baggage and ground transportation		\$ 100.00
		TOTAL:	\$ 1572.50

8. I HEREBY REQUEST AN ADVANCE OF \$ 0 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 01 - 01-530-767 which has a balance of \$ 2575.00 as of this date.

10. This request is hereby ☐ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ as an advance expense.

/S/ _____

Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 During The Robert Wood Johnson Foundation Public Health Nurse Leaders Graduation
 in Atlanta, Georgia
 From September 5 through September 8, 2017
 The Daily Meal & IE For Atlanta, Georgia is \$69.00

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
Tuesday	September 5, 2017		51.75	51.75
Wednesday	September 6, 2017	69.00		69.00
Thursday	September 7, 2017	69.00		69.00
Friday	September 8, 2018		51.75	51.75
Total Meal & IE Allowance		<u>138.00</u>	<u>51.75</u>	<u>241.50</u>

Nightly Lodging from September 5 through September 8, 2017 and checked out on Friday September 8, 2017. Tuesday September 5, 2017 (first day), and Friday, September 8, 2017 (last day) were traveling days.

PHNL Final Session: Impact (Draft)

Travel Day Tuesday, 9/5	Day One: Emory Conf. Center Wednesday, 9/6	Day Two: CDC Thursday, 9/7	Travel Day Friday, 9/8
Prewrite: <ul style="list-style-type: none"> Abstract of project to be submitted by 7/24. All abstracts will be sent to CDC in advance of the meeting. Reflect on learning from leadership development and project work. No written work required. Each Leader will either complete a presentation or poster as part of their final deliverables. 	Breakfast – option to meet as a PHNL Group 8:00am Reconnect – PHNLs only (not partners) Welcome from Sue Hassmiller World Café – reflective process for program content What has it meant, what have you learned; how have you translated your learning back to their project and work? 10:00am – Partners join (each PHNL may bring 1 partner from the Action Coalition) 10:30am After Action Review: Your PHNL Project Share in small groups with others that have similar thematic areas at project level “How did you get it done on the ground?”	Breakfast – option to meet as a PHNL Group 7:50am Depart from Emory Conference Center 8:30am Welcome from CDC Leadership Goal: Engage with CDC Staff, especially those in branches, divisions & centers who interact programmatically with state and local health departments 9:00am Presentation Group 1 (EIS presentation style) 10 min., 6 slides, 10 min Q&A – Three presentations (Bechtel and Jones, Frauendienst, and Nganga-Good), plus 2 minute poster commercials 10:30am Presentation Group 2 - Two presentations (Durrence and Mele), plus 2 minute poster commercials 11:30am – 1:30pm Lunchtime Interactive Poster Session	Breakfast available
	Lunch at Emory Conference Center	Lunch at CDC	
	1:00pm Revise After Action Review Gallery Walk of all Project Reviews 2:30pm arrive at CDC: Tour and Museum <ul style="list-style-type: none"> Orientation to CDC Tour, including EOC, lab Museum Welcome from the Acting Director or Director 6:00pm Informal Dinner at Emory Conference Center	1:45pm Presentation Group 3– Three presentations (Gray, Hardy, and Takamori) 3:00pm – 4:15pm One on one or small group follow up meetings with CDC staff 5:30pm – 6:30pm All CDC staff PHNLs interacted with and others that are interested are invited to a reception at Emory Conference Center 7:00pm Celebration Dinner and Graduation Anna Morgan presentation: <i>Beyond Books: Public Libraries As Partners For Population Health</i>	

Dinner available at Emory Conference Center

Charlie Cabler
City Manager



April 14, 2015

Public Health Nurse Leaders Review Committee

Dear Public Health Leaders:

I recommend Mr. Arturo Rodriguez for admittance to your program. Art has been a vital part of the success in our city's Public Health Department. I've had the pleasure of working with Art for seven years now in his position as the Public Health and Wellness Director. He is organized, efficient, and will to do whatever is needed to get a particular task executed. As the City Manager, I know I can call on Art, and he'll make sure a citizen's complaint gets taken care of. He strives to provide excellent customer service and leads his team to a successful future. As project manager and through his leadership Brownsville received the designation as an All-America City in 2014. He also played an important role in partnerships with the UT School of Public Health which lead to the Robert Wood Johnson Foundation Health Prize.

Ongoing Collaboration between health officials from Brownsville, Texas and Matamoros, Tamaulipas has strengthened with the help of Art's constant vision of improving border health.

Rest assured that I will grant the time necessary for Art to attend any training and related program activities including the partnership building work in during the second year of the program. Art Rodriguez agrees to work with the Public Health Nurse Leaders and Center for Creative Leadership on the goal of integrating public health nurse leaders and their work on building a Culture of Health into an Action Coalition. I'm glad our city has a leader willing to continue his education for the betterment of others.

Art deserves serious consideration for admittance to your program, and I recommend him highly. Please contact me if you need further assistance.

Sincerely,

Charlie Cabler,
City Manager

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Submit

AGENDA REQUEST FORM

Item Number: **4b.**

COMMISSION MEETING DATE: 08/1/2017

DEPT: Human Resources

CONTACT Oscar Salinas

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Consideration and action to authorize Karina Mendoza, Administrative Specialist & Zaida Lamas, Project Development Coordinator to attend the TMHRA Nuts and Bolts Workshop in Sugarland, Tx on August 18, 2017.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 07/21/2017

FROM: OSCAR SALINAS

DEPARTMENT HUMAN RESOURCES

I hereby request authorization for travel, at City expense, for the following employee as follows:

Zaida Lamas

Project Development Coordinator

EMPLOYEE NAME

POSITION

1. Destination: SUGARLAND, TEXAS

2. Est. date and time leaving: AUGUST 17, 2017

Est. date and time returning: AUGUST 18, 2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

TO ATTEND THE TMHRA NUTS & BOLTS WORKSHOP

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

Further development in the field of Human Resources.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>60.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>88.50</u>
c. Lodging \$ <u>135.00</u> per night x (1) person	\$ <u>152.00</u>
d. Registration Fees \$ <u>150.00</u> per person x (1) person	\$ <u>150.00</u>
e. Other costs (explain) _____	\$ _____
TOTAL:	\$ <u>450.50</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 300.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 231- 770 which has a balance of \$ 3,898.69 as of this date.

10. This request is hereby ☐ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ _____ as an advance expense.

/S/ _____
Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE per Diem Allowance
 TMHRA Nuts and Bolts Workshop
 In Sugarland, Texas
 From August 17 through August 18, 2017
 The Daily Meal & IE for Sugarland, Texas is 59

<u>Date</u>	<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
August 17, 2017 Thursday	0.00	44.25	44.25
August 18, 2017 Friday	0.00	44.25	44.25
 Total Meal IE Allowance	<u>0.00</u>	<u>88.50</u>	<u>88.50</u>

Nightly Lodging from August 17, 2017 through August 18, 2017 and check out Friday August 18, 2017. Thursday August 17, 2017 (first day), and Friday August 18, 2017 (last day) were traveling days.



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 07/21/2017

FROM: OSCAR SALINAS

DEPARTMENT HUMAN RESOURCES

I hereby request authorization for travel, at City expense, for the following employee as follows:

Karina Mendoza

Administrative Specialist

EMPLOYEE NAME

POSITION

1. Destination: SUGARLAND, TEXAS

2. Est. date and time leaving: AUGUST 17, 2017

Est. date and time returning: AUGUST 18, 2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

TO ATTEND THE TMHRA NUTS & BOLTS WORKSHOP

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

Further development in the field of Human Resources.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate) Estimated Cost to the City:

a. Transportation	_____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ _____
b. Meals:	PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>88.50</u>
c. Lodging	\$ <u>135.00</u> per night x (1) person	\$ <u>153.00</u>
d. Registration Fees	\$ <u>150.00</u> per person x (1) person	\$ <u>150.00p/card</u>
e. Other costs (explain) _____		\$ _____
TOTAL:		\$ <u>391.50</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 241.5 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 231- 770 which has a balance of \$ 3,898.69 as of this date.

10. This request is hereby ☐ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ _____ as an advance expense.

/S/ _____
Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE per Diem Allowance
 TMHRA Nuts and Bolts Workshop
 In Sugarland, Texas
 From August 17 through August 18, 2017
 The Daily Meal & IE for Sugarland, Texas is 59

<u>Date</u>	<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
August 17, 2017 Thursday	0.00	44.25	44.25
August 18, 2017 Friday	0.00	44.25	44.25
 Total Meal IE Allowance	<u>0.00</u>	<u>88.50</u>	<u>88.50</u>

Nightly Lodging from August 17, 2017 through August 18, 2017 and check out Friday August 18, 2017. Thursday August 17, 2017 (first day), and Friday August 18, 2017 (last day) were traveling days.

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Submit

AGENDA REQUEST FORM

Item Number: **4b.**

COMMISSION MEETING DATE: 8/1/17

Police
Department
DEPT: _____

CONTACT Orlando Rodriguez, Chief of Police

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda ___ Public Hearing ___ Contract ___ Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance ___ First Reading ___ Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------

Brief Description of Agenda Item:

Consideration and ACTION to authorize Investigator April Garza # 6003 to attend the " Applicant Background Investigation & Oral Board Techniques Course " in New Braunfels, Texas on August 29 - September 1, 2017.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how mu

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 07/24/2017

FROM: Orlando Rodriguez

Police

DEPARTMENT

I hereby request authorization for travel, at City expense, for the following employee as follows:

April Garza #6003

EMPLOYEE NAME

Investigator

POSITION

1. Destination: New Braunfels, TX

2. Est. date and time leaving: 08/29/2017 08:00 AM

Est. date and time returning: 09/01/2017 05:00 PM

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend the "Applicant Background Investigation & Oral Board Techniques Course"

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (attach additional memo as needed.)

This 16 hours course is being instructed by Bannon & Associates, LLC. and is designed to teach the law enforcement background investigator how to conduct a lawful and productive background investigation to assist in the hiring selection process and reduce complaints and litigation.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List)

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate) Estimated Cost to the City:

a. Transportation		miles x 44.5 cents a mile for private vehicle (list other)		\$ 000.00
b. Meals:	PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]			\$ 178.50
c. Lodging	\$ 91.00	per night x (1) person		\$ 318.73
d. Registration Fees	\$ 250.00	per person x (1) person	Mail In	\$ 250.00
e. Other costs (explain)	Gas			\$ 132.00
TOTAL:				879.23

8. I HEREBY REQUEST AN ADVANCE OF \$ 629.23 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature:

* Employee Signatures:

9. Charges to be made to line item # 29 - 311-770 which has a balance of \$ 17,124.30 as of this date.

10. This request is hereby ☐ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ as an advance expense.

/S/ Finance Director

City of Brownsville, Texas

Analysis of Meal & IE Per Diem Allowance

State and Local Law Enforcement Training Symposium

	in	New Braunfels	TX	78130	
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	From:	8/29/2017	8:00 AM	to	9/1/2017	5:00 PM
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The Daily Meal & IE for :	New Braunfels	TX	is	\$51.00	
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Date	Meal Per Diem Daily Rate	First Day & Last Day	at 75% of Daily Rate	Total Daily Allowance
Tuesday, August 29, 2017	Travel Date	\$51.00	0.75	\$ 38.25
Wednesday, August 30, 2017	\$51.00			\$ 51.00
Thursday, August 31, 2017	\$51.00			\$ 51.00
				\$ -
				\$ -
Friday, September 01, 2017	Return Date	\$51.00	0.75	\$ 38.25
Total Meal & IE Allowance				
	102.00	\$	76.50	178.50

Nightly Lodging from:	Tuesday, August 29, 2017	and check out is on	Friday, September 01, 2017
Tuesday, August 29, 2017	(First Day) and	Friday, September 01, 2017	(Last Day) were traveling days

MODIFY ONLY THE ONES HIGHLIGHTED IN YELLOW

SEMINAR ANNOUNCEMENT

BANNON & ASSOCIATES, LLC in cooperation with the **COMAL COUNTY SHERIFF'S OFFICE** is pleased to announce a sixteen-hour course of instruction on:

APPLICANT BACKGROUND INVESTIGATION and ORAL INTERVIEW TECHNIQUES

**NEW BRAUNFELS, TEXAS
AUGUST 30-31, 2017**

This sixteen (16) hour course is designed to teach law enforcement applicant background investigators and oral interview board members a productive and legal means of conducting these critical phases of applicant selection. The proper selection of applicants has increasingly become more of a major issue due to increasing complaints and litigation alleging negligent selection and retention, along with persistent allegations of discrimination.

This course parallels the course that was taught for many years by the Texas Commission on Law Enforcement Officer Standards and Education based upon job-related research and has been updated to comply with the Americans with Disabilities Act.

Each participant will receive a workbook and CD containing background data, sample forms and supportive information to guide future efforts in both areas of investigation and interview.

Topics to be covered in this seminar are:

- ◇ **Fundamentals of the E.E.O.C. Guidelines.**
- ◇ **Relationship of EEO Guidelines to background investigations and interviews**
- ◇ **Role of the investigator and interviewer in discrimination complaints**
- ◇ **Necessary documentation of investigation and interview procedures**
- ◇ **Determining job-related areas for investigation and interview.**
- ◇ **Objectives of the background investigation.**
- ◇ **Use of the Personal History Statement.**
- ◇ **Use of the Evidence Organizer.**
- ◇ **Evaluation of background findings.**
- ◇ **Determination of personal characteristics for investigation and interview**
- ◇ **Pre-interview objectives.**
- ◇ **Use of the Interview Guide.**
- ◇ **Use of the Interview Summary Form.**
- ◇ **Interview objectives.**
- ◇ **Use of situational reasoning questions.**

- ◇ Do's and don'ts of successful interviewing.
- ◇ Rating the interview results.

The 16 hour Background/Oral Interview Techniques class instructs the participants on proper procedures of background investigation and preparation of an Interview document for potential law enforcement applicants. Selected participants will be involved in mock interview demonstrations. Time will be allotted for open class exchange of techniques of background investigation and oral interview.

The course will be conducted at the **COMAL COUNTY SHERIFF'S OFC. TRAINING ROOM** located at **3005 W. SAN ANTONIO ST., NEW BRAUNFELS, TX 78130.** **Contact: TRAINING COORDINATOR SARAH SMITHERS at 830.643.6688.** Maps and a list of hotels will be ***emailed*** with letters of confirmation.

Cost of the course is \$250 per participant and includes the workbook, all ancillary material.

Instruction will begin promptly at **8:30** a.m.

Persons completing the course will receive 16 hours TCOLE certification credit.

Registration may be made by returning the enclosed registration form along with registration fees or billing instructions or by mail, fax or e-mail or online by credit card (click on upcoming events) to:

BANNON & ASSOCIATES, LLC
PO BOX 82648
AUSTIN, TX 78708
OFFICE: 512.873.7931 FAX: 512.873.7974
CELL: 214.228.5782
bannon.assoc@sbcglobal.net
PAYMENT AT THE DOOR IS ACCEPTABLE

The Instructor of this course is Chris Bratton. Chris Bratton is a 40 year police veteran that is currently serving as the Chief of Police for the Elgin, Texas police department. His career spans time in patrol, investigative, and administrative divisions and at one time or another served as a Commander in each of those areas. His career also includes a short stint in a dual role as Police Chief and City Manager. Chris has also been fortunate to have over 30 years as a crisis negotiator. He has been instructing law enforcement officers for over 25 years in both investigative and leadership topics and has provided training to officers all around the United States and Mexico. Chief Bratton has a Master's Degree in Industrial and Organizational Psychology, holds a Master Peace Officer License, an Instructors License, and is a graduate of the PERF Senior Management Institute for Police and the Bill Blackwood Law Enforcement Management Institute of Texas.

Bannon & Associates' commitment to the professional is to provide quality programs at a reasonable cost dealing with issues of vital concern and interest.

REGISTRATION FORM

Please register the following person(s) for the Background Investigation/Oral Interview Techniques Seminar in **NEW BRAUNFELS, TX AUGUST 30-31, 2017.**

AGENCY: _____ PHONE _____

ADDRESS: _____ CITY: _____ ZIP _____

NAME: _____ TITLE: _____

EMAIL: _____

NAME: _____ TITLE: _____

EMAIL: _____

NAME: _____ TITLE: _____

EMAIL: _____

NAME: _____ TITLE: _____

EMAIL: _____

BANNON & ASSOCIATES NOW ACCEPTS CREDIT CARDS!

PLEASE VISIT OUR WEBSITE AT

www.bannonandassociates.com

TO REGISTER ONLINE BY CREDIT CARD

(Click on upcoming events)

Registration may be made by mail, fax, email or by registering online. You may return the enclosed registration form along with registration fees or billing instructions to the following address. **Payment may also be made on the day of the class.**

BANNON & ASSOCIATES

PO BOX 82648

AUSTIN, TX 78708

Office: 512.873.7931 Fax: 512.873.7974

Cell: 214.228.5782

bannon.assoc@sbcglobal.net



Submit

AGENDA REQUEST FORM

Item Number: **4c.**

COMMISSION MEETING DATE: 8/1/2017

DEPT: Fire

CONTACT Carlos A. Elizondo

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda ___ Public Hearing ___ Contract ___ Grant <input checked="" type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance ___ First Reading ___ Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------

Brief Description of Agenda Item:

Consideration and Action for authorization for 15 employees to attend a Swiftwater Technician Training on September 15 - 17, 2017 (1st Group) and September 19 - 21, 2017 (2nd Group) in New Braunfels, Texas.

FINANCIAL: Budgeted ☒ Y / ☐ N Matching Funds Required Y / ☒ N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____

Brownsville Fire Department
Swiftwater Technician Class
September 15-17, 2017

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Phone Number</u>
Samuel Padilla	Captain	Diver	956-778-3320
John P. Burlette	Fire Truck Operator	Diver	956-455-0853
Jaime Ibarra	Firefighter	Diver	956-639-8921
Patrick R. Lerud	Firefighter	Diver	956-534-4664
Daniel Martinez	Fire Truck Operator	Diver	956-404-6120
Javier Sanchez	Firefighter	Diver	956-536-0733
Ramon Santillana	Firefighter	Diver	956-212-8901



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Samuel Padilla

Fire Captain

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/14/2017

Est. date and time returning: 9/17/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (*attach additional memo as needed.*)

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>150.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>178.50</u>
c. Lodging \$ <u>137.48</u> per night x (1) person	\$ <u>412.45</u>
d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>1,040.95</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 328.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 328.50 as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

John P. Burlette

Fire Truck Operator

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/14/2017

Est. date and time returning: 9/17/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>0.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>178.50</u>
c. Lodging \$ <u>137.48</u> per night x (1) person	\$ <u>412.45</u>
d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>890.95</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 178.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 178.50 as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Jaime Ibarra

Firefighter

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/14/2017

Est. date and time returning: 9/17/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>0.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>178.50</u>
c. Lodging \$ <u>137.48</u> per night x (1) person	\$ <u>412.45</u>
d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>890.95</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 178.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 178.50 as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Patrick Lerud

Firefighter

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/14/2017

Est. date and time returning: 9/17/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>0.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>178.50</u>
c. Lodging \$ <u>137.48</u> per night x (1) person	\$ <u>412.45</u>
d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>890.95</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 178.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 178.50 as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Daniel Martinez

Fire Truck Operator

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/14/2017

Est. date and time returning: 9/17/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>0.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>178.50</u>
c. Lodging \$ _____ per night x (1) person	\$ <u>0.00</u>
d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>478.50</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 178.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 178.50 as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Javier Sanchez

Firefighter

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/14/2017

Est. date and time returning: 9/17/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>0.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>178.50</u>
c. Lodging \$ _____ per night x (1) person	\$ <u>0.00</u>
d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>478.50</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 178.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 178.50 as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

This form must be included with all travel requests submitted for placement on the City Commission Agenda. Failure to do so will result in having the item pulled from the agenda. A **Travel Expenditure Report** form must be filled out **within five (5) days** after completion of travel. **Travel reports which remain outstanding will result in suspension of further travel until all reports are completed.**

TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Ramon Santillana

Firefighter

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/14/2017

Est. date and time returning: 9/17/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

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a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>0.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>178.50</u>
c. Lodging \$ _____ per night x (1) person	\$ <u>0.00</u>
d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>478.50</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 178.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 178.50 as an advance expense.

/S/ _____
Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 Attending the Swiftwater Technician Training.
 in New Braunfels, Texas
 From September 15-17, 2017
 The Daily Meal & IE New Braunfels, TX, is \$51.

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
Sept. 14, 2017	Thursday	0.00	38.25	38.25
Sept. 15, 2017	Friday	51.00	0.00	51.00
Sept. 16, 2017	Saturday	51.00	0.00	51.00
Sept. 17, 2017	Sunday	0.00	38.25	38.25
Sept. 18, 2017	Monday	0.00	0.00	0.00
Sept. 19, 2017	Tuesday	0.00	0.00	0.00
Sept. 20, 2017	Wednesday	0.00	0.00	0.00
Total Meal & IE Allowance		<u>102.00</u>	<u>76.50</u>	<u>178.50</u>

*****Each employee will be receiving the same Per Diem amount.**

Nightly Lodging from September 14 - 17, 2017 and checked out on September 17, 2017.

Thursday, September 14, 2017 (first day), and September 17, 2017 (last day) were traveling days.

Brownsville Fire Department
Swiftwater Technician Class
September 19-21, 2017

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Phone Number</u>
Carlos Elizondo	Fire Chief	Diver	956-566-7636
Ernesto Estrada	Deputy Fire Chief		956-793-5957
Jarrett Sheldon	Deputy Fire Chief		956-554-8219
Cesar Pedraza	Asst. Fire Chief	Diver	956-346-7759
Edward Guerrero	Captain	Diver	956-336-3299
Isaac Briones	Lieutenant		956-454-8221
Eugenio Cardenas	Lieutenant	Diver	956-243-6064
Desiderio Tristan	Training Specialist	Diver	956-357-4776



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

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TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Carlos A. Elizondo

Fire Chief

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/18/2017

Est. date and time returning: 9/21/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

Meals & Incidental Expenses are based on a per diem M&IE rate when conducting City business away from home.

REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>0.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>178.50</u>
c. Lodging \$ <u>137.48</u> per night x (1) person	\$ <u>412.45</u>
d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>890.95</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 178.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 178.50 as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

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TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Ernesto Estrada

Deputy Fire Chief

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/18/2017

Est. date and time returning: 9/21/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (*attach additional memo as needed.*)

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

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a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>0.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>178.50</u>
c. Lodging \$ <u>137.48</u> per night x (1) person	\$ <u>412.45</u>
d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>890.95</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 178.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 178.50 as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

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TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Jarrett V. Sheldon

Deputy Fire Chief

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/18/2017

Est. date and time returning: 9/21/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

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REFER TO THE CITY'S **TRAVEL EXPENSE POLICY** FOR FURTHER INFORMATION REGARDING TRAVEL ON CITY BUSINESS.

7. Calculate costs on the space below: (Private vehicle mileage: @ the latest Federal Reimbursement Rate)	Estimated Cost to the City:
a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>150.00</u>
b. Meals: PER DIEM AS PER CITY TRAVEL EXPENSE POLICY [@ 75% FOR FIRST & LAST DAY OF TRAVEL]	\$ <u>178.50</u>
c. Lodging \$ <u>137.48</u> per night x (1) person	\$ <u>412.45</u>
d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>1,040.95</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 328.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 328.50 as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

TRAVEL REQUEST FORM

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TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Cesar J. Pedraza

Assistant Fire Chief

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/18/2017

Est. date and time returning: 9/21/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (*attach additional memo as needed.*)

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

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d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>890.95</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 178.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 178.50 as an advance expense.

/S/ _____
Finance Director



CITY OF BROWNSVILLE

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TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Edward E. Guerrero

Fire Captain

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/18/2017

Est. date and time returning: 9/21/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? *(attach additional memo as needed.)*

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

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e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>478.50</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 178.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

* Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

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Finance Director



CITY OF BROWNSVILLE

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TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Isaac Briones

Fire Lieutenant

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/18/2017

Est. date and time returning: 9/21/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (*attach additional memo as needed.*)

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

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e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>478.50</u>

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Department Director Signature: _____

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Finance Director



CITY OF BROWNSVILLE

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TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Eugenio Cardenas

Fire Lieutenant

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/18/2017

Est. date and time returning: 9/21/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (*attach additional memo as needed.*)

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6. Will any costs be paid by a grant or sponsor: YES ☐ NO ☒ (List) _____

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Department Director Signature: _____

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Finance Director



CITY OF BROWNSVILLE

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TO: **FINANCE DIRECTOR**

DATE: 7/20/17

FROM: Carlos A. Elizondo

DEPARTMENT Fire

I hereby request authorization for travel, at City expense, for the following employee as follows:

Desiderio Tristan

Fire Truck Operator/Training Specialist

EMPLOYEE NAME

POSITION

1. Destination: New Braunfels, Texas

2. Est. date and time leaving: 9/18/2017

Est. date and time returning: 9/21/2017

3. Transportation mode: ☒ City Vehicle ☐ Private Vehicle ☐ Airplane (scheduled) ☐ No Transportation Cost

4. Purpose of Trip:

To attend a Swiftwater Technician Training.

5. Anticipated benefit to the City for allowing this trip and how will information be disseminated? (*attach additional memo as needed.*)

The employee completing this course will have the knowledge and skills to decide the proper course of action in floods and swiftwater environments. The training is needed to better respond safely and properly in rescue situations along the Rio Grande River and flooded areas. This course has an expiration of two to three years and most of our certified personnel have the certifications expired.

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a. Transportation _____ miles x 50.5 cents a mile for private vehicle (list other) _____	\$ <u>0.00</u>
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c. Lodging \$ _____ per night x (1) person	\$ <u>0.00</u>
d. Registration Fees \$ <u>300.00</u> per person x (1) person	\$ <u>300.00</u>
e. Other costs (explain) _____	\$ <u>0.00</u>
TOTAL:	\$ <u>478.50</u>

8. I HEREBY REQUEST AN ADVANCE OF \$ 178.50 FOR THE PURPOSE OF THIS TRIP.

Department Director Signature: _____

*Employee Signatures: _____

9. Charges to be made to line item # 01 - 321-770 which has a balance of \$ 14,643.88 as of this date.

10. This request is hereby ☒ APPROVED ☐ DENIED The Accounting Department is instructed to issue a check in the amount of \$ 178.50 as an advance expense.

/S/ _____
Finance Director

City of Brownsville, Texas
 Analysis of Meal & IE Per Diem Allowance
 Attending the Swiftwater Technician Training.
 in New Braunfels, Texas
 From September 19-21, 2017
 The Daily Meal & IE New Braunfels, TX, is \$51.

<u>Date</u>		<u>Meal Per Diem Daily Rate</u>	<u>First Day & Last Day at 75% of Daily Rate</u>	<u>Total Daily Allowance</u>
Sept. 18, 2017	Monday	0.00	38.25	38.25
Sept. 19, 2017	Tuesday	51.00	0.00	51.00
Sept. 20, 2017	Wednesday	51.00	0.00	51.00
Sept. 21, 2017	Thursday	0.00	38.25	38.25
Sept. 22, 2017	Friday	0.00	0.00	0.00
Sept. 23, 2017	Saturday	0.00	0.00	0.00
Sept. 24, 2017	Sunday	0.00	0.00	0.00
Total Meal & IE Allowance		<u>102.00</u>	<u>76.50</u>	<u>178.50</u>

*****Each employee will be receiving the same Per Diem amount.**

Nightly Lodging from September 18 - 21, 2017 and checked out on September 21, 2017.

Monday, September 18, 2017 (first day), and September 21, 2017 (last day) were traveling days.



Submit

AGENDA REQUEST FORM

Item Number: **4d.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

+ CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Approval on Second and Final Reading for Ordinance Number 2017-1627 repealing the current Chapter 26.-Cemeteries and replacing it with the new Chapter 26.-Cemeteries.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On June 26, 2017 the Planning and Zoning commission voted unanimously to recommend approval.

City Manager Approval

_____ Date: _____

ORDINANCE NO. 2017-1627

**AN ORDINANCE OF THE BROWNSVILLE CITY COMMISSION
REPEALING THE CURRENT CHAPTER 26.-CEMETERIES AND
REPLACING IT WITH THE NEW CHAPTER 26.-CEMETERIES.**

Whereas, there is an increase of concern over the safety and preservation of the City Cemetery;
and

Whereas, the City Cemetery is a designated National Historic Site or Landmark; and

Whereas, the City of Brownsville aims to preserve and protect the City's historic resources; and

Whereas, the City wishes to improve protection of the City Cemetery's historic value by conforming to Chapter 348, Article IX Historic Preservation and Urban Design.

NOW, THEREFORE, BE IT ORDAINED by the City of Brownsville:

PART 1. That Chapter-26 is hereby repealed and replaced with the new Chapter 26-Cemeteries as follows:

CHAPTER 26.-CEMETERIES

Sec. 26-1.- Purpose.

All rules and regulation within this Chapter shall apply to the City Cemetery, which is located at the corner of East Fifth and Madison streets and the corner of East Second and Madison streets within the city. The Hebrew Cemetery, located at the corner of East Second and Madison streets, is excluded from this Chapter.

Sec. 26-2.- Operations.

(a) Hours of operation and entry.

- (1) Beginning March 21st through December 21st the City Cemetery shall be open according to the following daily schedule:
 - i. Open from 7:00 a.m. to 8:00 p.m.
 - ii. Closed from 8:00 p.m. to 7:00 a.m.
- (2) Beginning December 22nd through March 20th, the City Cemetery shall be open according to the following daily schedule:
 - i. Open from 7:00 a.m. to 6:30 p.m.
 - ii. Closed from 6:30 p.m. to 7:00 a.m.
- (3) Permission to enter the cemetery after hours may be obtained from the Parks and Recreation department.

(b) Special activities agreement.

- (1) A special activities agreement is required from the Parks and Recreation department for any reservation or for usage by any agency, business, team, or other organization of 10 people or more. Groups with a funerary purpose are exempt from this requirement.

(c) Grounds maintenance.

- (1) The City shall provide general maintenance of City Cemetery grounds including, but not limited, to lawn care and tree care.
- (2) The City shall not provide specialized maintenance for individual sites or install headstones. An exemption may be made for features of historical value with the approval of the Historic Preservation Officer and may require a Certificate of Appropriateness.

(d) *Interment.*

- (1) All interments at the City Cemetery shall be conducted by city staff, or with the permission of the City Secretary.
- (2) Interments in the area known as "Potter's Field" are prohibited. Interments in other areas of the cemetery are permitted only when authorized by an Interment Certificate issued by the City Secretary.
- (3) An Interment Certificate will only be issued when a complete application is submitted and if the City Secretary determines there is sufficient space in the designated gravesite. A complete application includes the following:
 - i. The original deed;
 - (a) An affidavit of heirship or other means that is determined satisfactory by the City Attorney may serve as a substitute to a deed, but will require a fee of \$50.00.
 - ii. The interment fee.
 - (a) A \$350.00 interment fee will be required for all full body burials. An additional fee of \$175.00 will be required for any interment that occurs on either Saturday or Sunday or if the interment concludes after 5:00pm.
 - (b) A \$75.00 interment fee will be required for all cremains burials. An additional fee of \$50.00 will be required for any interment that occurs on either Saturday or Sunday or if the interment concludes after 5:00pm.
- (4) On a case-by-case basis the City Secretary may refuse an interment certificate or require more information from the applicant.

(e) *Disinterment and exhumation.*

- (1) Disinterments and exhumations shall be permitted as provided by state law. In the event that consent of a representative of the City is required under state law, the City Secretary shall have authority to execute the necessary consent.
- (2) The cost of the City's participation will be charged to the plot owner or his duly authorized representative. The City shall have no liability for any damage resulting from disinterment or exhumation.

(f) *Code of Conduct.*

- (1) The Code of Conduct shall be followed by all persons while on City Cemetery grounds.
- (2) Any person violating the Code of Conduct may be removed from City Cemetery grounds and may be subject to Sec. 26-5.- Penalties.
- (3) No person shall:

- i. disrespect person(s) in mourning;
- ii. use profane language;
- iii. trespass after hours;
- iv. possess or consume alcoholic beverages;
- v. deposit rubbish or debris;
- vi. disturb any tree, shrub, flower, or plant material;
- vii. engage in any sort of solicitation of monies;
- viii. display any sort of advertisement;
- ix. open or tamper with a tomb, grave, or vault; and
- x. damage, deface, or destroy the enclosures of any grave, tomb, monument, or other piece of historic value.

Sec. 26-3.- Illegal activities.

- (a) The following actions shall be unlawful within the boundary of the City Cemetery and any person who violates shall be guilty of a misdemeanor and, upon conviction of any such violation, shall be punishable by a fine as may be set by ordinance or law:
 - (1) Use of any illegal substances;
 - (2) Deliberately damaging, destroying, or perpetrating any sort of vandalism on any grave, tomb, monument, fence, or other feature of historical value; and
 - (3) Trespassing on City Cemetery grounds afterhours.

Sec. 26-4.- Historic Preservation.

- (a) *Historic designation.* The City Cemetery has been designated a National Historic Site or Landmark, entered upon the National Register of Historic Places, accorded historic site status by the Texas Historical Commission, and as such shall be considered a historic cemetery.
- (b) *Certificate of Appropriateness.* As City Cemetery lies within the boundaries of the O11 Historic Overlay District and is a designated National Historic Site or Landmark, any construction, repair, modification, demolition, or work must apply for and receive a Certification of Appropriateness (COA) from the Historic Preservation Officer prior to beginning any project.
 - (1) Administration of COA's will follow Chapter 348, Article IX.- Historic Preservation and Urban Design, including but not limited to standards, fees, process, and penalties.

Sec. 26-5.- Penalties.

- (a) Any violation concerning historic preservation shall follow the appropriate penalties within Chapter 348, Article IX.- Historic Preservation and Urban Design.
- (b) Any other unaddressed violation of a provision of this chapter shall be punishable in accordance with Sec. 1-13 of this Code.

Sec. 26-6-26-26.- Reserved.

PART 2. This ordinance shall become effective from and after its final passage and publications as provided by the Charter of the City of Brownsville and the laws of the State of Texas.

INTRODUCED at a public hearing on June __ 2017. Passed at First Reading on June __ 2017. Passed at Second and Final Reading, and **ADOPTED APPROVED**, and **ENACTED** on ____.

Tony Martinez, Mayor
City of Brownsville, Texas

Attest:

Griselda Rosas, City Secretary

Approved as to form and legality:

Mark Sossi, City Attorney

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Submit

AGENDA REQUEST FORM

Item Number: **4e.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

+ CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda ___ Public Hearing ___ Contract ___ Grant ___ Action <input checked="" type="checkbox"/> Consent	Ordinance ___ First Reading <input checked="" type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

Approval on Second and Final Reading for Ordinance No. 2017-235.86 amending existing boundaries within the O33-Nonapartment Overlay District map; and dealing with related matters.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On June 26, 2017 the Planning and Zoning commission voted unanimously to recommend approval.

City Manager Approval

_____ Date: _____

Ordinance Number 2017-235.86

AN ORDINANCE AMENDING EXISTING BOUNDARIES WITHIN THE O33-NONAPARTMENT OVERLAY DISTRICT MAP; AND DEALING WITH RELATED MATTERS.

WHEREAS, the City adopted Ordinance Number 95-235.30 and thereby created the O33 (non-apartment overlay), which should be reviewed and updated periodically; and,

WHEREAS, the City continues to develop and no longer requires the existing portions of the O33-nonapartment overlay district; and,

WHEREAS, all procedural requirements for the passage hereof have been met.

NOW THEREFORE, BE IT RESOLVED by the City of Brownsville:

PART 1. That the O33 (non-apartment overlay district) boundaries be amended according to those shown in Exhibit "A".

PART 2. This ordinance shall become effective from and after its final passage and publication as provided by the Charter of the City of Brownsville and the laws of the State of Texas.

INTRODUCED for First Reading on the _____ day of _____ 2017.

PASSED on **SECOND** and **FINAL READING** on the _____ day of _____ 2017

Tony Martinez, Mayor
City of Brownsville, Texas

Attest:

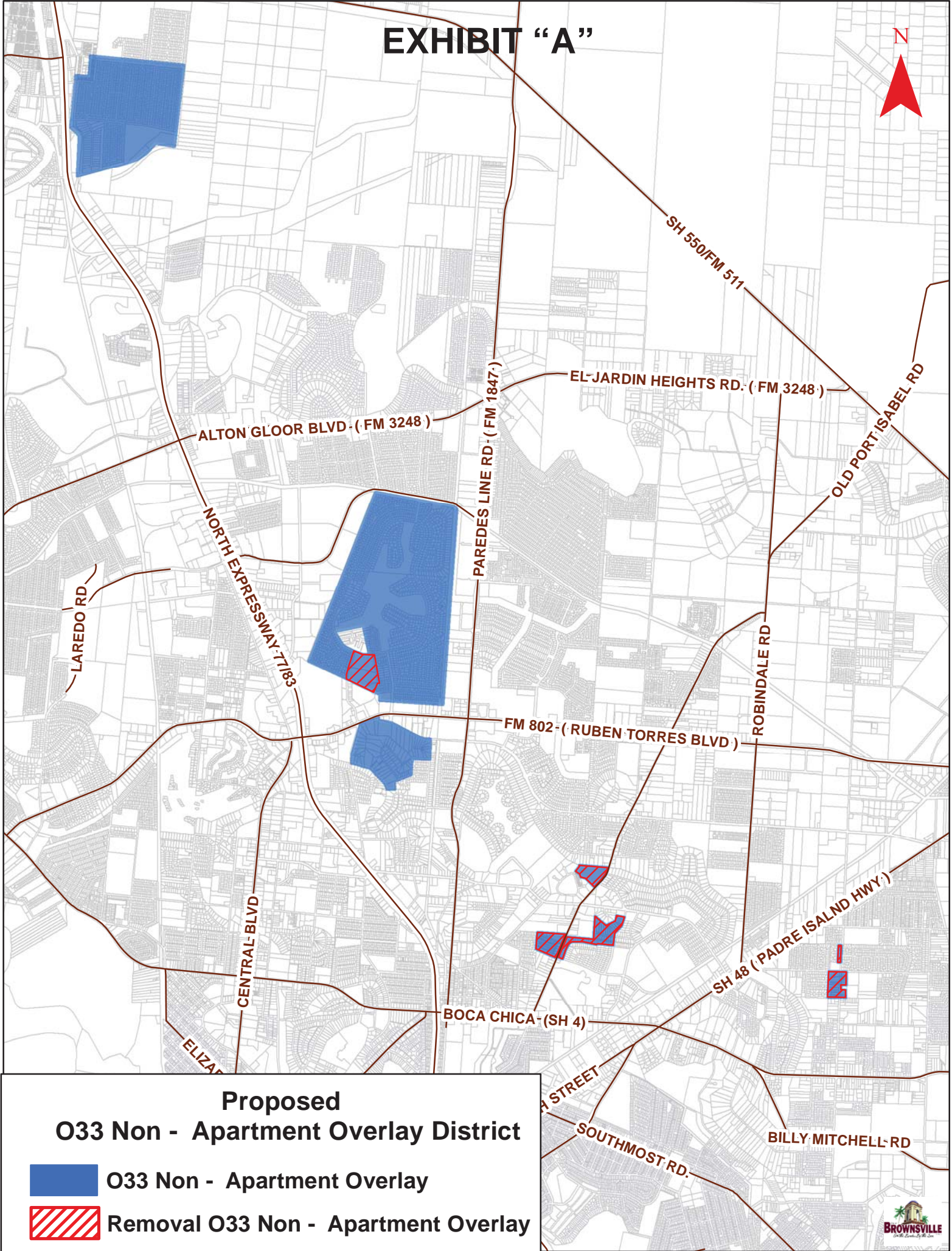
Griselda Rosas, City Secretary

Approved as to form and legality:

City Attorney

EXHIBIT "A"

N



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Submit

AGENDA REQUEST FORM

Item Number: **4g.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2017-039-CO: To rezone from Professional Office "G" (1CG) to Apartments "H" (AH) for 1.895 acres for Abstract 2 of Ruiz Subdivision Reserve located at 3215 W. Alton Gloor, Blvd., Brownsville, Texas 78520. (District 4)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On June 26, 2017 the Planning and Zoning Commission voted to recommend approval. Commissioners Ronald Mills, Derek Benavides, Francisco Orozco aye the motion. Commissioner Joe W. Garcia nay the motion and Commissioner Myles R. Garza abstained.

City Manager Approval

_____ Date: _____

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Submit

AGENDA REQUEST FORM

Item Number: **4h.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2017-042: To rezone from Apartment "G" (AG) to General Retail "G" (4CG) for 1.57 acres out of 28.94 acres of Espiritu Santo Grant Share 12 located near the intersection of Morrison and Laredo Road, Brownsville Texas 78520. (District 4)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On June 26, 2017 the Planning and Zoning Commission voted unanimously to recommend approval.

City Manager Approval

Date: _____

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Submit

AGENDA REQUEST FORM

Item Number: **4i.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2017-043: To rezone from Dwelling "A" (DA) to Apartment "G" (AG) for 1.63 acres for Lot 1, Block 1 of Ryan Subdivision located on E. Ruben M. Torres Blvd, Brownsville, Texas 78520. (District 3)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On June 26, 2017 the Planning and Zoning Commission voted to recommend approval. Commissioners Ronald Mills, Derek Benavides, Joe W. Garcia, Francisco Orozco aye the motion. Commissioner Myles R. Garza nay the motion.

City Manager Approval

_____ Date: _____

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Submit

AGENDA REQUEST FORM

Item Number: **4j.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2017-044: To rezone from General Retail "G" (4CG) / Medium Retail "G" (3CG) to Dwelling "G" (DG) for 0.63 acres for Lot 1, Block 1 of Valadez Subdivision and for 4.36 acres for "Reserve" of Valadez Subdivision located at 4865 Paredes Line Road, Brownsville, Texas 78520. (District 3)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On June 26, 2017 the Planning and Zoning Commission voted unanimously to recommend approval.

City Manager Approval

Date: _____

(This page is intentionally left blank)



Submit

AGENDA REQUEST FORM

Item Number: **4k.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2017-045: To rezone from General Retail "G" (4CG) to General Retail "J" (4CJ) for the south 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail, Brownsville, Texas 78520. (District 3)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On June 26, 2017 the Planning and Zoning Commission voted unanimously to recommend approval.
Commissioner Francisco Orozco abstained.

City Manager Approval

_____ Date: _____

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Submit

AGENDA REQUEST FORM

Item Number: **4I.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2017-045-S: To allow Apartments in a General Retail "J" (4CJ) for the south 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail, Brownsville, Texas 78520. (District 3)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On June 26, 2017 the Planning and Zoning Commission voted unanimously to recommend approval.
Commissioner Francisco Orozco abstained.

City Manager Approval

_____ Date: _____

(This page is intentionally left blank)



Submit

AGENDA REQUEST FORM

Item Number: **4m.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2017-046: To rezone from General Retail "G" (4CG) to General Retail "J" (4CJ) for the north 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail, Brownsville, Texas 78520. (District 3)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On June 26, 2017 the Planning and Zoning Commission voted unanimously to recommend approval.
Commissioner Francisco Orozco abstained.

City Manager Approval

_____ Date: _____

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Submit

AGENDA REQUEST FORM

Item Number: **4n.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input checked="" type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

APPROVAL on SECOND and FINAL READING on ORDINANCE NUMBER 235-2017-046-S: To allow Apartments in a General Retail "J" (4CJ) for the north 4.3 acres out of 13.63 acres of Espiritu Santo Grant Share 22 located near the intersection of Paredes Line Road and Heritage Trail, Brownsville, Texas 78520. (District 3)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On June 26, 2017 the Planning and Zoning Commission voted unanimously to recommend approval.
Commissioner Francisco Orozco abstained.

City Manager Approval

_____ Date: _____

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Submit

AGENDA REQUEST FORM

Item Number: **40.**

COMMISSION MEETING DATE: 08/01/17

DEPT: Human Resources

CONTACT Oscar Salinas

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input checked="" type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

Consideration and Action to renew Term Contract for DOT and NON-DOT Drug Testing and Pre-employment Services, with an amendment to add Bomb Squad Physicals to Contract.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

Funding for these services will be derived from the Human Resources's operating funds.

City Manager Approval

_____ Date: _____



PURCHASING & CONTRACT SERVICES PROCUREMENT ANALYSIS

Date: July 21, 2017
To: Mr. Charlie Cabler, City Manager
CC: Mr. Pete Gonzalez, Deputy Assistant City Manager
Mr. Michael Lopez, Assistant City Manager
Mr. Oscar Salinas, Human Resource Director
Mrs. Griselda Rosas, City Secretary
Mr. Lupe Granado III, Finance Director
From: Mr. Roberto C. Luna Jr., Purchasing & Contract Services Director
Subject: Agenda Item for the City Commission meeting of August 1, 2017:
"Consideration and Action to renew a Term Contract for DOT and NON-DOT
Drug Testing and Pre-employment Services for the City of Brownsville."
LAB-64-0914

At the request of the City Commission action item presented on Commission meeting of March 6, 2012. Action item number 9 "*Consideration and ACTION to require that all contracts with extension options receive City Commission approval prior to entering into an extension of contract*", the Purchasing & Contract Services is requesting authorization to renew term contract for the following contract:

RECAP

City Commission approved a Term Contract for DOT and non-DOT Drug Testing and Pre-Employment Services on September 16, 2014 for a primary term of three years ending on September 30, 2017 to Express Occupational of Brownsville, Texas. Renewal options for this contract include three (3) renewals of one (1) year each extending this contract up to 2020. [Bookmark "A"- City Commission Agenda Presented September 16, 2014]

Renewal Option: This Contract may be renewed three (3) additional terms. The first extension term will be from October 1st, 2017 until September 30, 2018. The contract must be extended by mutual written agreement within 60 days of the last day of the prior term of this agreement. Any extensions shall be at the same terms and conditions, plus any approved changes, amendments or addenda.

UPDATE

The City of Brownsville would like to request authorization from City Commission to exercise the option to renew term contract for one additional year, extending this contract to September 30, 2018. If approved by City Commission, this contract will have two final one (1) year renewal that would go from October 1 2018 to September 30, 2020. The City of Brownsville will also like to request authorization to amend the current contract to include testing for a Bomb Squad Physical with a cost per exam of \$1,001.00. [Bookmark "B"- City of Brownsville Renewal Request, Bookmark "C" Police Department Addendum]

Express Occupational concurs with our request to renew this contract while keeping current fees as stipulated in the original contract. [Bookmark "D"- Express Occupational Renewal Acceptance]



Monday, July 24, 2017

Attn: Express Occupational
Attn: Benny Gonzalez, III
1601 Alton Gloor Blvd, Ste. 109
Brownsville, Texas 78526

RE: LAB-64-0614 Renew & Amend Term Contract for Dot & Non-Dot Employment Physicals & Laboratory Testing

Please be advised that the original contract with Express Occupational was awarded August 16, 2014 for the Term Contract for Dot & Non-Dot Employment Physicals & Laboratory Testing is set to expire on September 30, 2017.

The City of Brownsville exercised the option under Recommendation (Section 2 of Page 3 of the Agenda):

This contract shall commence upon award by the City Commission and shall expire September 30, 2017 at the original quoted prices with an option for three additional one year terms.

In addition to the renewal, the City of Brownsville is accepting the addendum to include the Bomb Squad physical examination at the stipulated prices (see attachment).

Any questions please let me know.

Thank You,

Roberto C. Luna, Jr., Purchasing Director

Please sign below and e-mail to purchasing@cob.us to acknowledge the above renewal.

Express Occupational

Date

Express Occ Med Clinic

Brownsville, Texas

Police Dept Addendum: BOMB SQUAD physical, etc.

Police department Bomb Squad Physical:

Detailed Physical: \$ 100.00

Blood Work related to Bomb Squad Physical:

Urinalysis: Specific Gravity, Sugar and Microscope: \$ 30.00

Urine Albumin: \$ 35.00

Blood Type & RH factor: \$ 50.00

Syphilis Serology: \$ 40.00

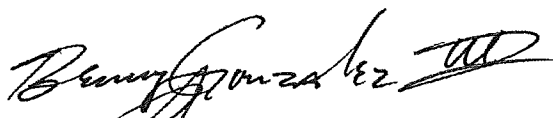

1 View Chest X ray: \$ 60.00

Total: \$ 315.00

Dental complete Exam: (outsourced) \$ 85.00

Vision complete Exam: (outsources) \$ 601.00

Grand Total: \$ 1,001.00


 JUL 18 2017



AGENDA REQUEST FORM

CITY COMMISSION
MEETING DATE:

08/16/2014

ITEM NUMBER: _____

DEPT. MAKING REQUEST:

Human Resources

DATE SUBMITTED: 08/08/2014

CONTACT PERSON(S) NAME:

Oscar Salinas, Human Resource Director

PHONE: 956 548-6037

FAX: 956 546-2711

E-MAIL: oscar.salinas@cob.us

AGENDA CATEGORY: (TIME LIMIT)

☐ EXECUTIVE SESSION

☐ WORKSHOP

☐ PRESENTATION

☐ DISCUSSION

Length of Time Needed for The Item Above: (3) three (minutes)

(No time limit)

☐ CONSENT

☐ PUBLIC HEARING

☒ ACTION

AGENDA ITEM: (Attach back up material)

"Consideration and Action to award a Term Contract for DOT and NON-DOT Drug Testing and Pre-employment Services for the City of Brownsville."

AGENDA ITEM HISTORY: ☐ Second Reading ☐ Tabled on _____ ☐ Discussed on _____
☐ Pending Info Received ☐ Other _____

FINANCIAL: Budgeted: ☒ YES ☐ NO ☐ N/A

Grant/Matching Funds From:

Funding for this services will be derived from each user department's operating funds.

STAFF RECOMMENDATION: (mark your selection) ☒ Approve ☐ Deny

☐ Table for _____ weeks

☐ Table Indefinitely

☐ Other: _____

OTHER RECOMMENDATION: (Write in advisory board or committee name and recommendation if applicable)

LAB-64-0914

Human Resources Department

ADMINISTRATIVE APPROVAL:

☐ YES

☐ NO

City Manager

RECOMMENDATION

Staff recommends the following:

1. Consideration and Action to award a Term Contract for DOT and NON-DOT Drug Testing and Pre-employment Services for the City of Brownsville to **Express Occupational** of Brownsville, Texas at the stipulated prices
2. This contract shall commence upon award by the City Commission and shall expire September 30, 2017 at the original quoted prices with an option for three additional one year terms.
3. Funding for this procurement is derived from each user department's operating fund.
4. The Evaluation Committee concurs with this recommendation. Please see attached recommendation from Oscar Salinas, Human Resource Director. *[Bookmark "C" –Letter of Recommendation from Human Resource Director]*

Solicitation Information:

As of 07/25/2014

Newspaper: Brownsville Herald – **July 6, 2014** and **July 20, 2014**

Texas Bid Systems:

- Companies that received a notice: **19**
- Companies that accessed bid package: **4**

RFQ # LAB-64-0914

Final Pricing Proposal, 09/11/2014

Added Value / Miscellaneous addendum list of additional non documented services:

Civilian Physical (NON-DOT)	32.00
DOT physicals	38.00
Drug testing (Urine based)	27.00
Breath Alcohol Test (Ethanol as well)	15.00
Confirmation BAT	15.00
After-Hour/On-Site collection	5.00 per procedure completed.
Out of pocket cost DOT physical	45.00 applies for B-Metro Only drivers.
PPD Vaccination	18.00
Pulmonary Function Test (PFT)	35.00
Audiometric Screening	15.00
1- View Chest X Ray	40.00, with Radiologist reading
Function Capacity Evaluation	140.00, note: specific required, prices may vary
Glucometer Testing (sugar)	5.00 this is done if urine analysis shows signs of sugar.
Re- Issuing of DOT medical card	10.00
Complete Blood Count (CBC)	28.00
EKG cardiovascular test	35.00, min: 8 leads used
After -Hours procedures	10.00, anything after 6pm, and before 9am
Confirmation BAT test	23.00, this is completed after 15 minutes from initial test.
Synthetic K-2 drug testing (Non-DOT)	35.00, individual drug test, urine based
	45.00, with standard 10 panel test, urine based



**HUMAN RESOURCES
INTERDEPARTMENTAL
MEMORANDUM**

To: Roberto Luna, Purchasing Manager
CC: Rosie Garza, B-Metro
David Hinojosa, Fire
Sgt. Juan Lopez, Police
From: Oscar Salinas, Human Resources Director
Subject: Award of Term Contract for Pre-Employment Physicals and
Drug & Alcohol Drug Testing. (LAB-64-0914)
Date: September 10, 2014

The evaluation committee reviewed the proposals received for RFP LAB-64-0914 for pre-employment physicals and drug & alcohol testing service. The evaluation committee recommends that a term contract be awarded to Express Occupational for these services for a term of 36 months with the option to three (3) – one (1) year renewals if mutually agreeable to both.

If further information is needed, please call me at (956) 548-6037.



Submit

AGENDA REQUEST FORM

Item Number: **5.**

COMMISSION MEETING DATE: 8/1/2017

City Managers
DEPT: _____ CONTACT Ramiro Gonzalez,

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	<input checked="" type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Public Hearing on First Reading on Ordinance Number 2017-1628, AMENDING CHAPTER 2, ARTICLE IV BY ADDING DIVISION 6, SECTIONS 2-386 THROUGH 2-390, "YOUTH ADVISORY COUNCIL", TO ESTABLISH THE STRUCTURE AND GUIDELINES TO ADVISE CITY STAFF AND CITY COMMISSION ON YOUTH RELATED ISSUES AND COMMUNITY ENGAGEMENT

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

Date: _____

Ordinance Number 2017-1629

AMENDING CHAPTER 2, ARTICLE IV BY ADDING DIVISION 6, SECTIONS 2-386 THROUGH 2-390, "YOUTH ADVISORY COUNCIL", TO ESTABLISH THE STRUCTURE AND GUIDELINES TO ADVISE CITY STAFF AND CITY COMMISSION ON YOUTH RELATED ISSUES AND COMMUNITY ENGAGEMENT.

WHEREAS, the City of Brownsville would like to increase the involvement of city youth in government; and

WHEREAS, the City of Brownsville recognizes informing and engaging the next generation of city leaders is important and having our youth advocate for certain issues will increase the effectiveness for future generations; and

WHEREAS, the Youth Advisory Council will advise the City on the needs and concerns of the future generations of Brownsville.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BROWNSVILLE:

Section 2-366. Under the authority granted in Section 372.008 of the Texas Local Government Code, the City Commission resolves to create a Youth Advisory Council.

Section 2-367. This Advisory committee will be known as the Brownsville Youth Council (BYC) and shall consist of seven (7) members. Applications are only accepted for incoming juniors and seniors. Members shall complete the Public Service Application and submit copies to the Office of the City Secretary. Applicants will be reviewed by a panel of made up of a combination of existing board members after the first year and City staff. City Manager shall also have the ability to appoint 4 additional members if 7 members are deemed to be too restrictive. The Panel will recommend a list of 7 applicants to be appointed by City Commission. Each appointed member will serve a one-year term. Those members wishing to remain active shall remain as members but will not vote on any issues.

Section 2-368. The purpose of the Youth Advisory Council is to identify, assist, and advocate for certain public interest projects that the Youth Council deem important to provide a public benefit to future generations. Furthermore, it can also assist staff in the engagement of the City's Youth and Youth Programming.

Section 2-369. Brownsville Youth Advisory Council shall report after 6 months of being appointed and then provide a report at the end of their one year term. The Youth Advisory Council will be subject to the Texas Open Records Act, Chapter 552 of the Texas Government Code.

Section 2-370. Brownsville Youth Advisory Council shall elect a chair and vice chair, and any other officers as deemed necessary. The chair shall preside over meetings of the Youth Advisory Council; the vice chair shall preside in the absence of the chair. The Youth Advisory Council shall meet quarterly or more as determined by the Board, with any meetings subject to The Texas Open Meetings Act, Chapter 551 of the Texas Government Code. For a time to be determined by the Committee, each meeting will have a public comment period that allows members of the community not on the Committee to speak, present, and showcase issues pertaining to the better of community youth.

Section 2-371. Members of the Youth Advisory Council shall be required to attend meetings on the agreed upon dates. Not attending three meetings during a term will result in the immediate termination of Youth Advisory Council membership on the Committee.

Section 2-372. If one of the seats appointed by the City Commission on the Youth Advisory Council becomes open through death, resignation, or removal, the City Commission shall appoint someone for the unexpired term of the member whose seat became open at the next available City Commission meeting.

Section 2-373. No salary, fees, or compensation of any kind shall be paid to members of the Youth Advisory Council for their services thereon. Failure to comply will result in the termination of the Youth Advisory Council membership.

Introduced and passed at First Reading this _____ day of _____, 2017. Passed at Second and Final Reading and Approved, this _____ day of _____, 2017.

Antonio 'Tony' Martinez
Mayor

Attest:

Griselda Rosas
City Secretary

Approved as to form and legality:

City Attorney's Office

(This page is intentionally left blank)



Submit

AGENDA REQUEST FORM

Item Number: **6.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

+ CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: <u>10</u>	Agenda <input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input checked="" type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	---------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

Public hearing and Action on First Reading on Ordinance Number 2017-1606-A amending the City of Brownsville Code of Ordinances Chapter 348, Article IX.-Historic Preservation and Urban Design, by adding and deleting to section 348-1493, Section 348-1520, and section 348-1531; and dealing with related matters.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On July 13, 2017 the Planning and Zoning commission voted unanimously to recommend approval of sections involving LED signs and historic preservation fees.

City Manager Approval

_____ Date: _____

Ordinance Number 2017-1606-A

**AN ORDINANCE OF THE BROWNSVILLE CITY COMMISSION
AMENDING THE CITY OF BROWNSVILLE CODE OF
ORDINANCES CHAPTER 348, ARTICLE IX.-HISTORIC
PRESERVATION AND URBAN DESIGN, BY ADDING AND
DELETING TO SECTION 348-1493, SECTION 348-1520, AND
SECTION 348-1531; AND DEALING WITH RELATED MATTERS.**

WHEREAS, the City adopted the updated Historic Preservation and Urban Design Ordinance in 2015;
and

WHEREAS, the City desires to amend various sections of the Historic Preservation and Urban Design
Ordinance to continue improving the City's ability to preserve Brownsville's historical attributes; and

WHEREAS, all procedural requirements for the passage hereof have been met.

NOW THEREFORE, BE IT RESOLVED by the City of Brownsville:

PART 1. That Article IX.-Historic Preservation and Urban Design, §348-1493 (b) "Duties and
functions" subsection (7)(a) of the Code of Ordinances, City of Brownsville, Texas, is hereby amended
to read as follows:

- a. The annual report shall be prepared by the HPO for consideration and adoption by the
HPDRB. Such report shall consist of complete attendance records for each member, a
summary and analysis of the board's past activities and a summary and analysis of past
historic preservation related activities of the private and public sectors. The annual
report shall also consist of a summary and analysis of the HPO's past activities.

PART 2. That Article IX.-Historic Preservation and Urban Design, §348-1493 (b) "Duties and
functions" of the Code of Ordinances, City of Brownsville, Texas, is hereby amended by adding the new
subsection (11) to read as follows:

(11) Within 120 days of initial appointment, each board member shall attend an orientation training
concerning the responsibility, authority, and procedure of the HPDRB. Such training shall be
provided by the HPO.

PART 3. That Article IX.-Historic Preservation and Urban Design, §348-1493 (d) "Composition and
qualifications" subsections (1) through (14) of the Code of Ordinances, City of Brownsville, Texas, is
hereby amended to read as follows:

- (d) *Composition and qualifications.* Composition shall be up to 7 voting members from the following
disciplines and backgrounds. While the following positions are preferable, the City Commission
may appoint individuals with related experience or qualifications that can contribute to the purpose

of the HPDRB and who are available, willing, and desire to serve on the board. There shall be only one member from any of the disciplines.

- (1) *Architect*. This means an individual who is either licensed to practice architecture in the U.S. and/or associate architect as defined by the American Institute of Architecture.
- (2) *Architectural historian*. This means an individual having a graduate degree in architectural history, art history, historic preservation, or a closely related field and having studied such at a post-secondary level. A satisfactory amount of experience may substitute for the required degree.
- (3) *Archeologist*. This means a person having post-secondary education in archeology, anthropology, or a closely related field plus: one year of full-time experience or equivalent specialized training in archeological research, administration, or management.
- (4) *Historian*. This means a person having a post-secondary education in history or a closely related field, preferably someone with experience in research and writing and or associated with an academic institution, historic organization, museum or other professional institution
- (5) *Heritage tourism professional*. This means a person with a post-secondary education in cultural or heritage tourism or a closely related field, preferably a person who is currently employed in the field.
- (6) *Historic property owner*. This means a person who owns a property that is either designated in the HD, a Texas Historical Landmark, or a National Registered Historic Place or Landmark and is an outstanding steward of historic preservation,
- (7) *Professional Engineer*. This means an individual with a post-secondary degree in engineering and is a certified Professional Engineer by the Texas Board of Professional Engineers.

PART 4. That Article IX.-Historic Preservation and Urban Design, §348-1493 (e) “Terms” subsections (1) through (7) of the Code of Ordinances, City of Brownsville, Texas, is hereby amended to read as follows:

(e) *Terms*.

- (1) Each voting member shall be appointed by the city commission for one two-year term, may be appointed to subsequent terms, shall serve without compensation, and shall execute a written oath office similar to that for a city commissioner prior to serving.
- (2) HPDRB members shall be identified by place numbers one through seven and the terms.
- (3) The terms of the voting members having odd-numbered positions shall expire on May 1 of every other odd-numbered year; and the terms of the voting members having even numbered positions shall expire on May 1 of every other even numbered year.
- (4) Any voting member may be removed with or without cause by the city commission.
- (5) Members shall serve on the board until their terms expire or if they resign, any vacancy shall be filled for the remainder of the term by the city commission.
- (6) Elections of the officers, Chair and Vice-chair shall be once every two years.
- (7) Members shall submit a letter of resignation to the HPO if they can no longer fulfill the duties listed in this Article.

PART 5. That Article IX.-Historic Preservation and Urban Design, §348-1493 (f) “Quorum” of the Code of Ordinances, City of Brownsville, Texas, is hereby amended to read as follows:

- (f) *Quorum.* A quorum of the board shall require at least 4 members, a simple majority of the HPDRB. The affirmative votes of a majority of the voting board members regardless of the number present is required for action on most COA reviews. In the case of an application for demolition a two-thirds majority vote of all HPDRB voting members is required for a recommendation of approval.

PART 6. That Article IX.-Historic Preservation and Urban Design, §348-1493 (h) “Meeting procedures” subsection (1) of the Code of Ordinances, City of Brownsville, Texas, is hereby amended to read as follows:

- (1) Any motion by a member shall require a second. After a motion has been made and duly seconded, discussion of the motion may be held for a reasonable time with each visitor taking a maximum of three minutes. Discussion by members or visitors of a question before the board shall terminate whenever a member shall call for a vote upon the question or whenever the president shall so rule.

PART 7. That Article IX.-Historic Preservation and Urban Design, §348-1520 “Certificates of appropriateness (COA)” of the Code of Ordinances, City of Brownsville, Texas, is hereby amended by adding the new subsection (d) “Fee schedule” to read as follows:

(d) *Fee schedule.* All revenue collected from this fee shall be placed in the General Fund and reserved for historic preservation projects or capital improvement projects in the O11 Historic District and require approval from the Director of the Planning and Development Services Department.

- (1) Each application for a COA shall be subject to the appropriate fee in Table 348-1: Historic Preservation Fee Schedule.
- (2) If the applicant request their application to be postponed, they must resubmit a full application and fee. There shall be no additional fee if the ruling board/commission tables an application.
- (3) All appeals must follow the procedures established in this chapter.

Table 348-1: Historic Preservation Fee Schedule	
Administrative approval	\$20
HPDRB	\$90
Each appeal	\$75

PART 8. That Article IX.-Historic Preservation and Urban Design, §348-1520 (3d) “Application” subsections (1) through (7) of the Code of Ordinances, City of Brownsville, Texas, is hereby amended to read as follows:

(e) *Application.* Prior to the commencement of any work requiring a COA under this division, the owner shall file an application for a certificate with the HPO. The application should be accompanied by:

- (1) Name, address, and telephone number of the applicant;
- (2) The full fee amount;
- (3) Address of the property if different from owner's address;
- (4) Elevation drawings of the proposed changes, including site plan, sections and floor plans if applicable;
- (5) Samples and specific description of materials to be used;
- (6) If the proposal includes signs or lettering, a scale drawing showing the type of lettering to be used, all dimensions and colors, a description of materials to be used, method of illumination if any, and a plan showing the sign's location on the property; and
- (7) Any other information which the HPO may deem necessary in order to visualize the proposed work;

PART 9. That Article IX.-Historic Preservation and Urban Design, §348-1531 (e) "Role of the HPO" of the Code of Ordinances, City of Brownsville, Texas, is hereby amended to read as follows:

(f) It is the role of the HPO to assist whenever possible any citizen of Brownsville in making decisions, designing and in general complying with the historic preservation ordinances and guidelines;

PART 10. That Article IX.-Historic Preservation and Urban Design, §348-1531 (h) "Prohibited signs" subsections (1) through (13) of the Code of Ordinances, City of Brownsville, Texas, is hereby amended to read as follows:

(h) *Prohibited signs.* The following types of signs shall be prohibited within the HD. However, any sign designated as a contributing sign or structure by the HPO shall not be prohibited unless or until such designation is revoked.

- (1) Billboards, junior billboards, portable signs, and advertising benches shall not be permitted within the HD;
- (2) Any sign placed upon a building, object, site, or structure in any manner so as to disfigure, damage, or conceal any window opening, door, or significant architectural feature or detail of any building;
- (3) Any sign which advertises commercial off-premises businesses, products, activities, services, or events unless otherwise allowed in this article;
- (4) Any sign which does not identify a business or service within the HD or historic landmark unless otherwise allowed in this article;
- (5) Any non-contributing sign which is abandoned or damaged beyond 50 percent of its replacement value, including parts of old or unused signs. All remnants such as supports, brackets and braces must also be removed;
- (6) Any attachment to an already affixed sign which does not meet the provisions of the city Code;
- (7) Pole signs;
- (8) Revolving signs or signs with a kinetic component;

- (9) Any sandwich board which conflicts with the Americans with Disabilities Act, or which disrupts or interferes with pedestrian or other traffic; and
- (10) Any sign which consists of pennants, ribbons, spinners or other similar moving devices, such as feather flags.
- (11) Any sign, except official notices and advertisements, which is nailed, tacked, posted or in any other manner attached to any utility pole or structure or supporting wire, cable, or pipe; or to any tree on any street or sidewalk or to public property of any description.
- (12) Moored balloons or other floating signs that are tethered to the ground or to a structure.
- (13) Digital and/or LED lit signs, including electronically energized animated signs and changeable signs. When Digital and/or LED lit signs are permitted the HPO may impose additional restrictions on illumination and/or size to ensure that the character of the sign is harmonious with the character of the structure and neighborhood on which it is to be placed. Digital and/or LED lit signs are allowed if they meet at least one of the following requirements:
 - a. Dimmable illuminated signs with an enclosed light source;
 - b. Dimmable illuminated signs with an indirect light source; and
 - c. In cases of natural disaster or emergency.

PART 11. Parts 1 through 6 and Parts 9 and 10 of this ordinance shall become effective from and after its final passage and publication as provided by the Charter of the City of Brownsville and the laws of the State of Texas. Parts 7 and 8 of this ordinance shall take effect October 1, 2017.

INTRODUCED at a public hearing on July ____ 2017. Passed at First Reading on August ____ 2017. Passed at Second and Final Reading, and **ADOPTED and APPROVED** on _____.

Tony Martinez, Mayor
City of Brownsville, Texas

Attest:

Michael Lopez, City Secretary

Approved as to form and legality:

City Attorney

"Approved as to Form and Legality
This 18 day of JULY 2017
T. SAMPSON
Title ASST CITY ATT
Office of the Brownsville City Attorney"

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Submit

AGENDA REQUEST FORM

Item Number: **7.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	<input checked="" type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2017-022-S: To allow a wireless communication facility in Dwelling "A" (DA) for 1.14 for Acacia Lake Gardens Subdivision, Block 8, located near Impala Dr., Brownsville, TX 78520. (District 1)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On July 13, 2017 the Planning and Zoning Commission voted to recommend approval. Commissioners Ronald Mills, Derek Benavides, Francisco Orozco and Michael Reyes aye the motion. Commissioner Myles R. Garza nay the motion.

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2017-022-S

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to allow a wireless communication facility in Dwelling “A” (DA) for 1.14 for Acacia Lake Gardens Subdivision, Block 8, located near Impala Dr., Brownsville, TX 78520. (District 1); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That the area rezoned by this amendment shall continue to be subject to all applicable regulations.

Section 3. That whenever one provision of this ordinance conflicts with another provision of this ordinance, the provision which governs shall be the one listed sooner on the following list: Section 3 of this ordinance, Section 2 of this ordinance, Section 1 of this ordinance.

Section 4. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

Section 5. Specific Use shall be valid for one year from the passage of this ordinance. If no construction occurs within one year from the time of passage the specific use permit shall be null and void.

INTRODUCED at a public hearing on **August 1, 2017** . Passed at First Reading on **August 1, 2017**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **August 15, 2017**.

(SEAL)

BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Griselda Rosas
City Secretary



SPECIFIC USE PERMIT APPLICATION

City of Brownsville
Planning Department
(956) 548-6150

1150 E. Adams St. 3rd FL
Brownsville, Texas 78520

- ☐ Planning and Zoning Commission
☐ City Commission

Tentative Date: _____

Tentative Date: _____

• For submittal requirements, see Appendix A, Zoning Processing Fees

Geographic ID #: 01-0500-0480-0010-00

Project Address: NO ASSIGNED ADDRESS

Subdivision: ACACIA LAKE GARDENS SUBDIVISION

Lot(s)/Block: BLK 48

Current Zoning: DWELLING And overlay district if applicable: NOT APPLICABLE

Proposed Use: WIRELESS COMMUNICATION FACILITY Gross Acreage: 2500 SQ FT

If property is not subdivided need to provide survey map and/or metes and bounds.

Owner Information

Name: SANDRA HERNANDEZ TAMEZ

Address: 2765 MARGARITA STREET

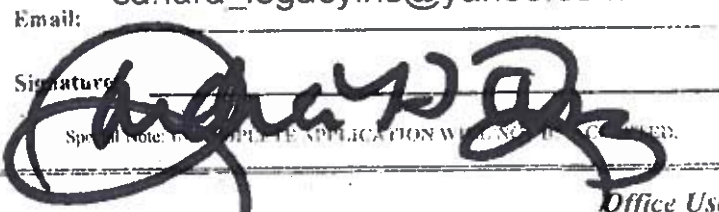
City: BROWNSVILLE

State: TEXAS Zip Code: 78521

Telephone: 956/640-4817

Fax: _____

Email: sandra_legacyins@yahoo.com

Signature: 

Representative/Agent Information

Name: JOSEPH MOORE

Address: SELECTIVE SITE CONSULTANTS

Address: 9900 W. 109th ST., SUITE 300

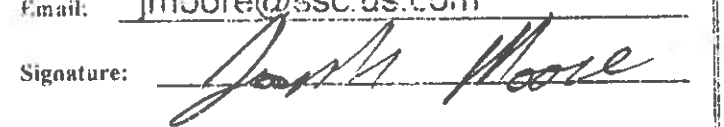
City: OVERLAND PARK

State: KANSAS Zip Code: 66210

Telephone: 913/438-7700

Fax: 913/438-7777

Email: jmoore@ssc.us.com

Signature: 

Special Note: COMPLETE APPLICATION WITH ALL REQUIRED FEES.

Office Use Only

Date Submitted: February 10, 2017 Application Fee: \$750.00 Electoral District: _____













Accepted by: Frika Espinoza Dept. Director: _____ Case Number 235-2017 022-S



City of Brownsville Zoning Map

Use Districts

ZONING

-  Dwelling (D)
-  Dwelling/Retail (DR)
-  Apartment (A)
-  Professional Office (1C)
-  Light Retail (2C)
-  Medium Retail (3C)
-  General Retail (4C)
-  Light Commercial (5C)
-  Medium Commercial (6C)
-  Light Industrial (7C)
-  Medium Industrial (8C)
-  Heavy Industrial (9C)

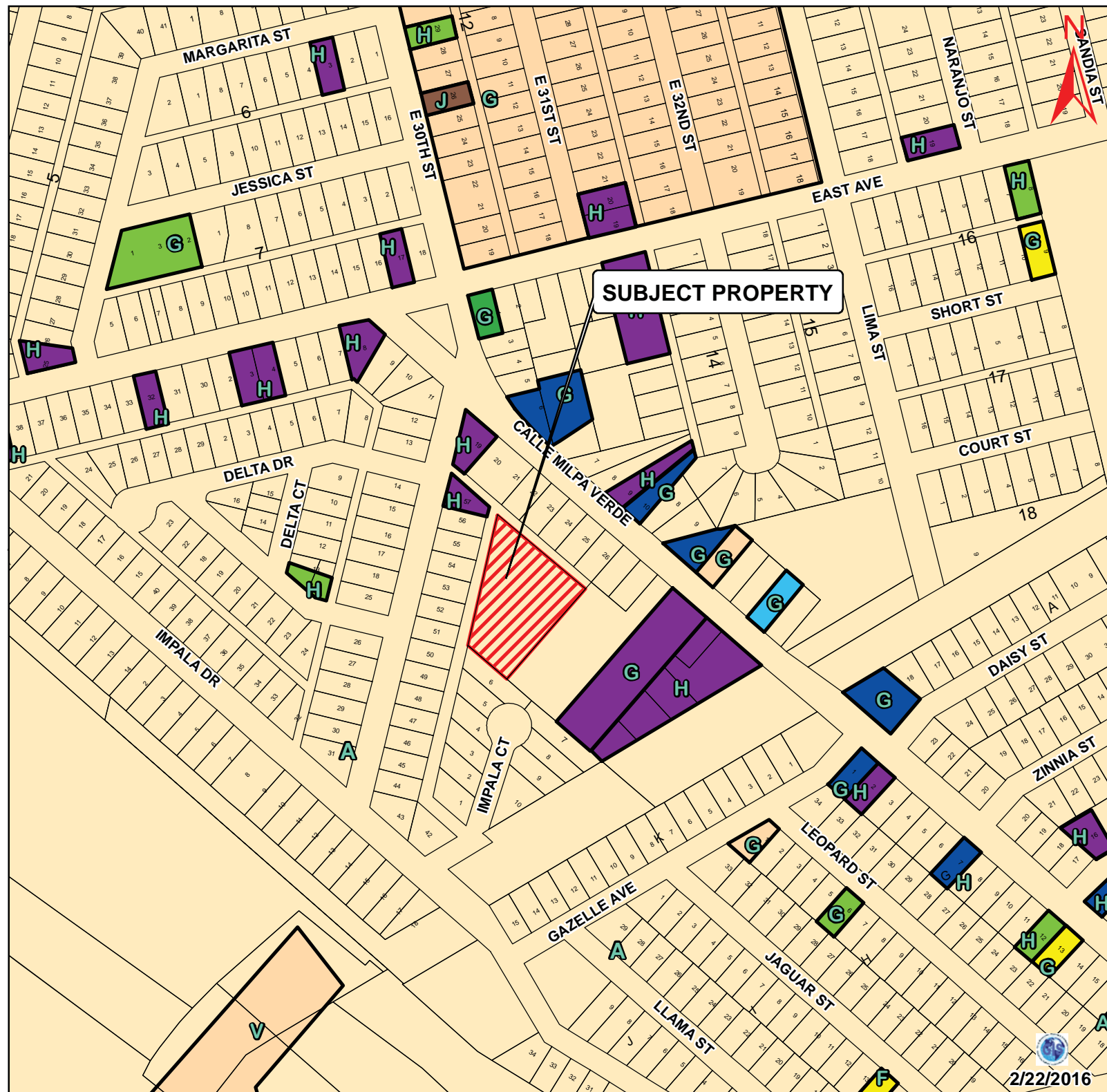
Specific Use Permit Request :

Case # 235-2017-022-S
Sandra Hernandez Tamez

Current Zoning:
Dwelling (D) "A"

Proposed Use:
**Wireless Communication
Facility**

Brownsville Electoral District #1





City of Brownsville

FUTURE LAND USE PLAN

DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

CORRIDORS

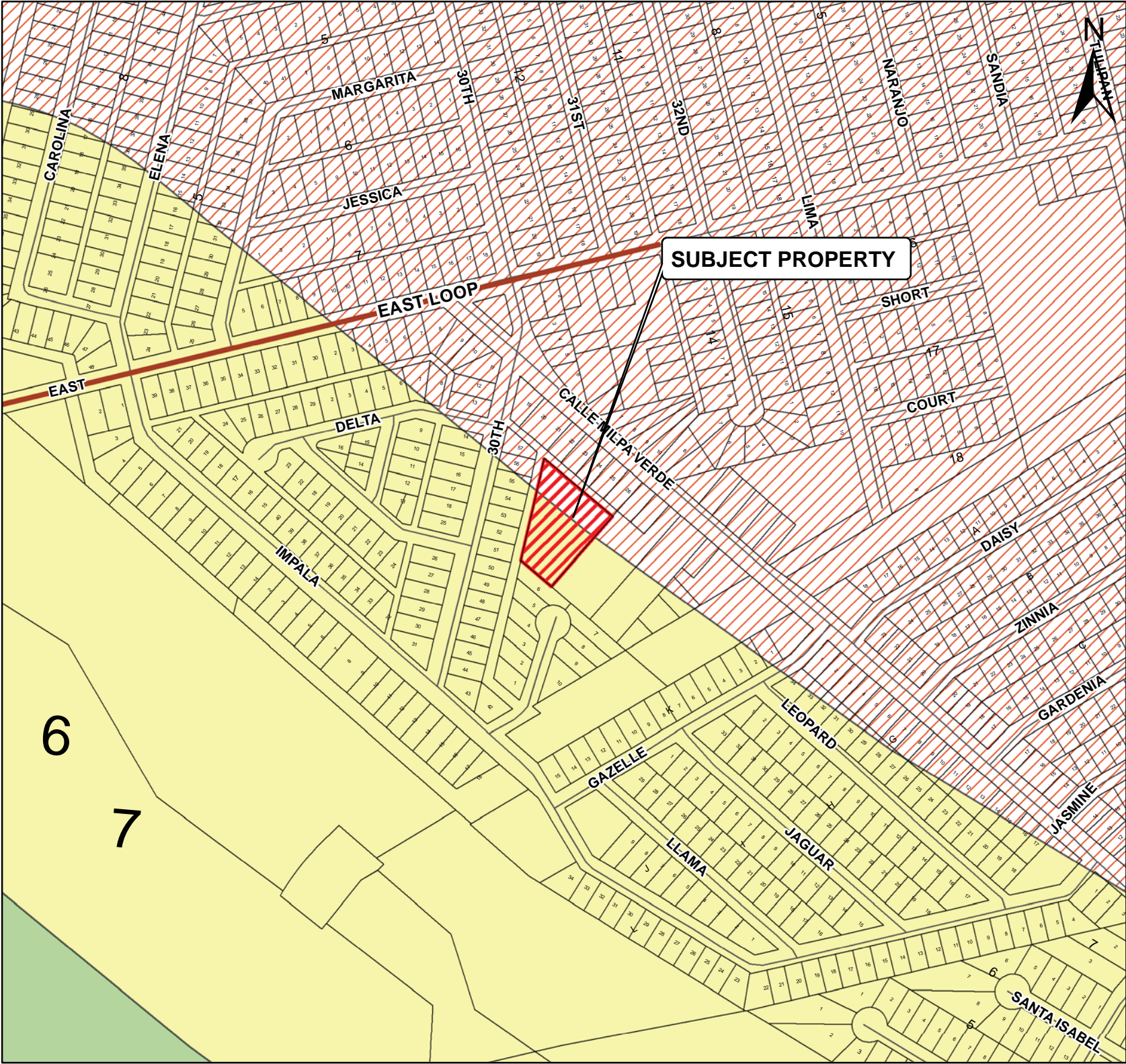
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

- Brownsville's City Limits
- Brownsville's ETJ Boundary

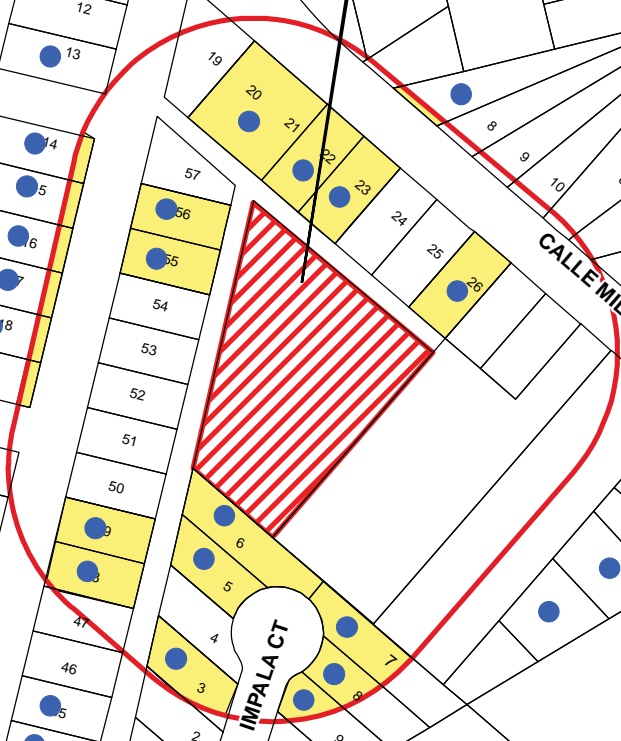
Zoning Case No.
235-2017-022-S



Protested Case No. 235-2017-022-S
26.10%



SUBJECT PROPERTY



 **26.10% Area Protested**
 **Property Owners Opposed**



Staff Report

A. Application Information

Applicant/Property Owner:	Sandra Hernandez
Property ID:	01-0500-0480-0010-00
Case Number:	235-2017-022-S
Application Type:	Specific Use
Proposed Use:	Wireless Communication Facility
Current Zoning District:	Dwelling "A"
Proposed Zoning District:	N/A
Date Application Submitted:	February 10, 2017
Planning & Zoning Commission Meeting Date:	March 9, 2017
City Commission Meeting Dates:	March 21, 2017 & April 4, 2017
City Commission District:	1
Overlay in area:	N/A

B. Application Type/Background

The applicant is requesting a Specific Use Permit to allow a wireless communication facility for a property that is 1.14 acres and is zoned "Dwelling A".

C. Subject Property

The subject property is located on Block 48 of Acacia Lake Gardens Subdivision. This property is near Impala Drive, a local roadway. Single family homes are the existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities Board (PUB).

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property are single family homes and a tire shop.
- East of the subject property are single family homes and a grocery/tire shop.
- South of the subject property are single family homes.
- West of the subject property are single family homes.

Figure 1: Existing Zoning Map

The following map illustrates existing zoning of the subject property and properties within the immediate area.

- North: Dwelling
- South: Dwelling
- East: Dwelling and General Retail
- West: Dwelling and General Retail

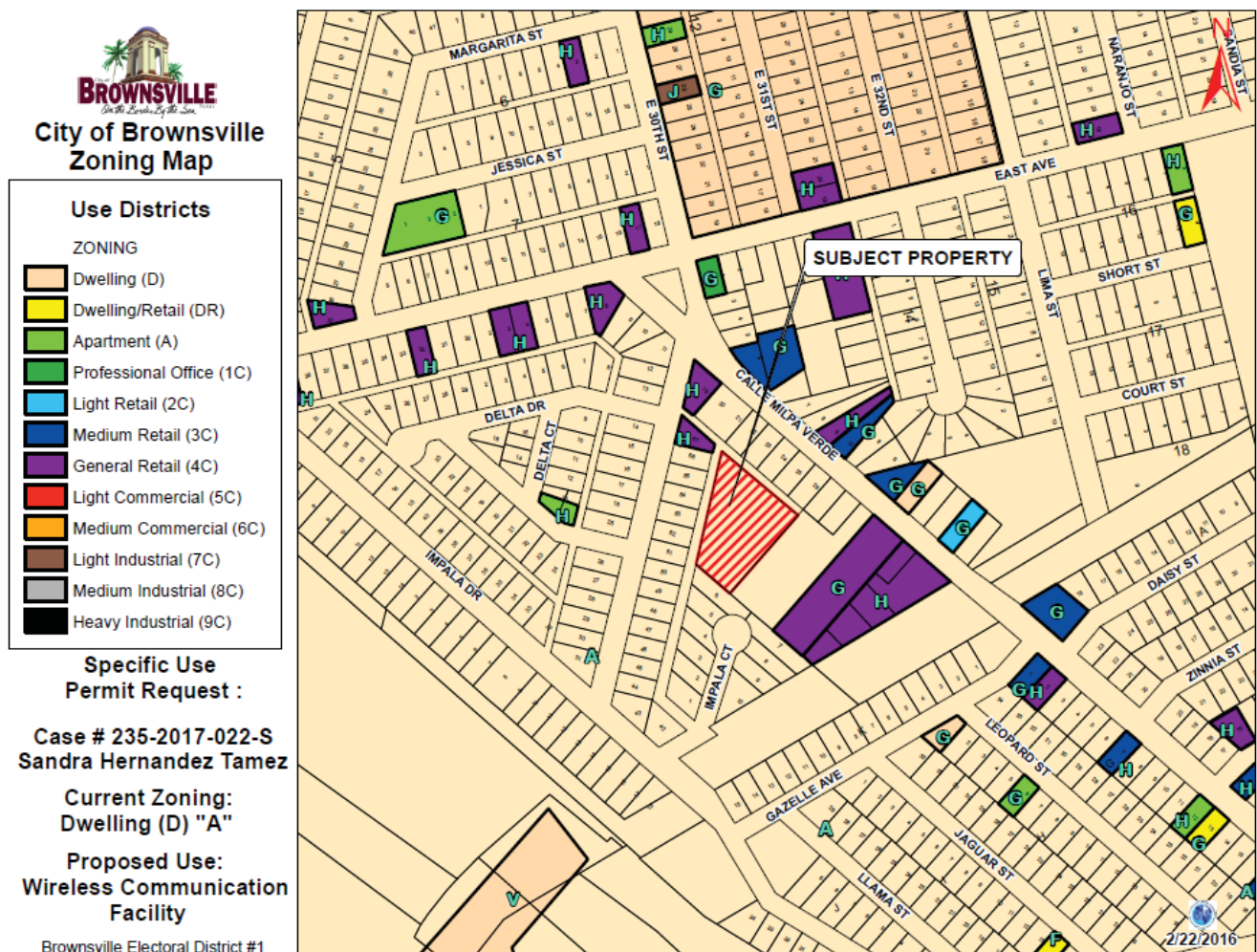


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property.

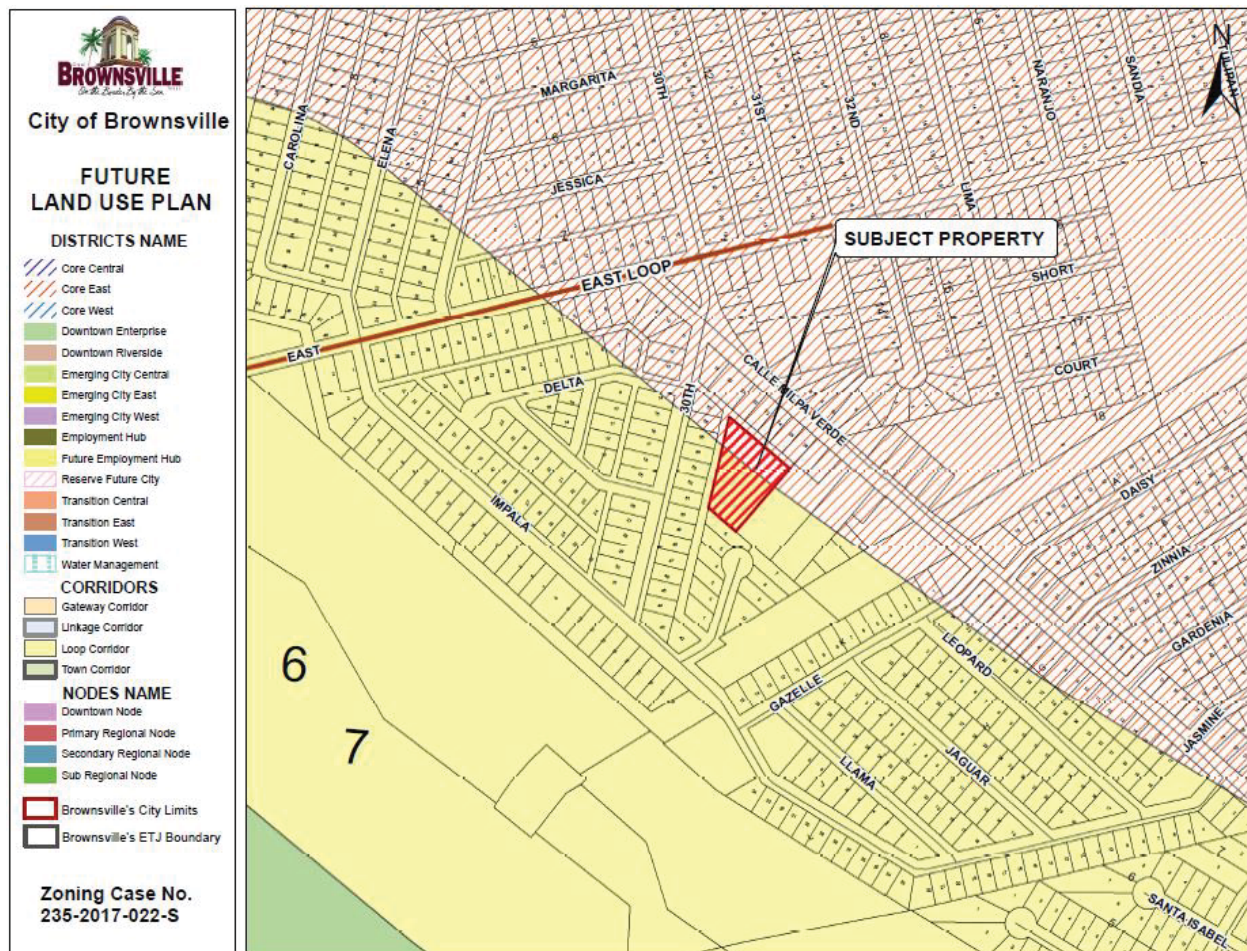


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Loop Corridor” and partially within the East Core District. According to this plan, the dominant use in the Loop Corridor is commercial, but a healthy mixture of residential, institutional, industrial, and community facility land uses are also permitted. There is also a high degree of flexibility allowed in the land use types, especially for commercial and residential uses. The East Core District has the most commercial and industrial land uses of the Core Districts, but the total of these two uses is still only 30 percent. This signifies that the District is still primarily residential, with a large amount of community facilities as well. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Loop Corridor and East Core District)

The following map illustrates the Future Land Use Map. The subject property is within the Loop Corridor and partially within the East Core District.



E. Review Criteria

Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?

The area surrounding the subject property is primarily developed of single family homes. It is the opinion of staff that the proposed zoning/use would generally be compatible.

Will the proposed amendment result in significant or burdensome demands on existing public facilities?

It is the opinion of staff that the proposed zoning/use would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?

It is the opinion of staff that the proposed zoning/use would generally complement existing development and it would not have adverse impacts on area property values.

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support this Specific Use Permit to allow a Wireless Communication facility in “Dwelling A” but they need to comply with the Telecommunication ordinance Chapter 338.

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Submit

AGENDA REQUEST FORM

Item Number: **8.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input checked="" type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2017-047: To rezone from Dwelling "Z" (DZ) to Dwelling "G" (DG) for 0.19 acres for Lot 19, Block 5 of Villa Nueva located at 2135 US Military Highway 281 Brownsville, Texas 78520. (District 4)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On July 13, 2017 the Planning and Zoning Commission voted to recommend approval. Commissioners Ronald Mills, Derek Benavides, Francisco Orozco and Michael Reyes aye the motion. Commissioner Myles R. Garza nay the motion.

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2017-047

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Dwelling “Z” (DZ) to Dwelling “G” (DG) for 0.19 acres for Lot 19, Block 5 of Villa Nueva located at 2135 US Military Highway 281 Brownsville, Texas 78520. (District 4); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **August 1, 2017**. Passed at First Reading on **August 1, 2017**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **August 15, 2017**.

(SEAL)

BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Griselda Rosas
City Secretary



Zoning Application

Multi-Family/Office/Commercial/Retail/Industrial

- ☐ 0-1 Acres\$500.00
- ☐ 1.-5. Acres\$750.00
- ☐ 5.-10. Acres ...\$1,000.00
- ☐ 10. and Up\$1,500.00

- ☐ Planning and Zoning Commission
- ☐ City Commission

Single Family

- ☐ 0-1 Acres\$250.00
- ☐ 1.-10. Acres\$500.00
- ☐ 10. and Up\$1,000.00

Tentative Date: _____

Tentative Date: _____

- For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #: 78-6210-0050-0194-00

Project Address: 2135 US MILITARY HWY 281 Mapsc0

Subdivision: VILLA NUEVA

Lot(s)/Block: 19 block 5

Current Area Classification: Z Proposed Area Classification: G Gross Acreage: 0.1900 ACES

Current Zoning: Duse/ling Proposed Zoning: _____

Proposed Used: DUPLEX Overlay Districts: _____

* If property is not subdivided you will need to provide survey map and/or metes and bounds

* If the application is signed by the representative we need a notarized authorization letter from the owner.

Owner Information

Name: JUAN MANUEL ZAMORA EGUIA
Address: 2711 TRANQUIL TRL.
City: BROWNSVILLE, TX
State: TEXAS Zip Code: 78521
Telephone: 371 8041
Fax: _____
Email: irene.zaga@hotmail.com
Signature: [Signature]

Special Note: **INCOMPLETE APPLICATION WILL NOT BE ACCEPTED**

Representative/Agent Information

Name: _____
Address: _____
City: _____
State: _____ Zip Code: _____
Telephone: _____
Fax: _____
Email: _____
Signature: _____

Office Use Only

Date Submitted: 05-15-2017 Code: ZN30 Application Fee: \$500.00
Accepted By: Dubbia [Signature] Case Number 235- 2017 - 047

1034 E. LEVEE STREET 2ND FLOOR • CITY PLAZA • BROWNSVILLE, TEXAS 78520

PHONE (956) 548-6150 • FAX (956) 548-6144

Form-04-1003U



City of Brownsville

FUTURE
LAND USE PLAN

DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

CORRIDORS

- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

- Brownsville's City Limits
- Brownsville's ETJ Boundary













Zoning Case No.
235-2017-047





Use Districts

ZONING

-  Apartment (A)
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  General Retail (4C)
-  Heavy Industrial (9C)
-  Light Commercial (5C)
-  Light Industrial (7C)
-  Light Retail (2C)
-  Medium Commercial (6C)
-  Medium Industrial (8C)
-  Medium Retail (3C)
-  Professional Office (1C)

Rezoning Request:

Case # 235-2017-047

Juan Manuel Zamora Eguia

Current Zoning:

Dwelling "Z" (DZ)

Proposed Zoning:

Dwelling "G" (DG)

Brownsville Electoral District #4





Staff Report

A. Application Information

Applicant/Property Owner:	Juan Manuel Zamora Eguia
Property ID:	78-6210-0050-0194-00
Case Number:	235-2017-047
Application Type:	Rezoning
Proposed Use:	Duplex
Current Zoning District:	Dwelling "Z"
Proposed Zoning District:	Dwelling "G"
Date Application Submitted:	May 15, 2017
Planning & Zoning Commission Meeting Date:	July 13, 2017
City Commission Meeting Dates:	August 1, 2017 & August 15, 2017
City Commission District:	4
Annexation year:	1999
Overlay in area:	O51-A

B. Application Type/Background

The applicant is requesting to rezone from "Dwelling Z" to "Dwelling G".

C. Subject Property

The subject property is located on Lot 19, Block 5 of Villa Nueva Subdivision. This property is fronting US Military Highway 281, a primary arterial. Single family homes are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities (BPUB).

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property are single family homes.
- East of the subject property are single family homes.
- South of the subject property are single family homes and vacant property.
- West of the subject property are single family homes.

Figure 1: Existing Zoning Map

The following map illustrates existing zoning of the subject property and properties within the immediate area.

- North: Apartment and Dwelling
- South: Dwelling
- East: Dwelling and Light Retail
- West: Light Retail



Use Districts	
ZONING	
	Dwelling (D)
	Dwelling/Retail (DR)
	Apartment (A)
	Professional Office (1C)
	Light Retail (2C)
	Medium Retail (3C)
	General Retail (4C)
	Light Commercial (5C)
	Medium Commercial (6C)
	Light Industrial (7C)
	Medium Industrial (8C)
	Heavy Industrial (9C)

Rezoning Request:

Case # 235-2017-047
Juan Manuel Zamora Eguia

Current Zoning:
Dwelling "Z" (DZ)

Proposed Zoning:
Dwelling "G" (DG)

Brownsville Electoral District #4



Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property.

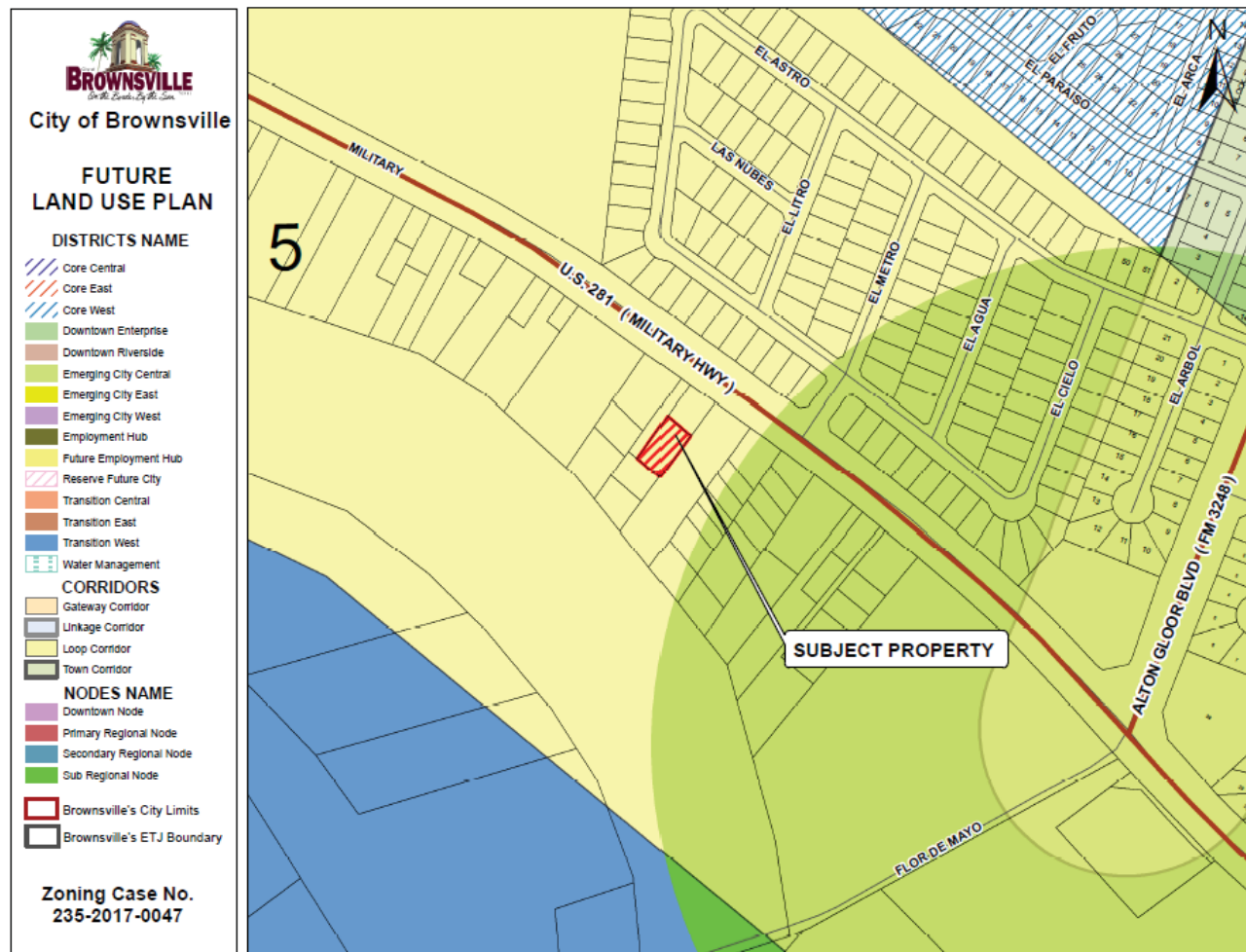


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Loop Corridor”. According to this plan, the dominant use in the Loop Corridor is commercial, but a healthy mixture of residential, institutional, industrial, and community facility land uses are also permitted. There is also a high degree of flexibility allowed in the land use types, especially for commercial and residential uses. Residential uses should have a density of 4 dwelling units per acre and consist primarily of single family and attached apartment homes. However, all types of residential land uses are permitted, with the exception of large lot and agricultural/ranch style homes, in order to allow adaptation to the various areas of Brownsville through which the Corridor traverses. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Loop Corridor)

The following map illustrates the Future Land Use Map. The subject property is within the Loop Corridor.



E. Review Criteria

Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?

The area surrounding the subject property is developed primarily of single family homes. It is the opinion of staff that the proposed zoning/use would generally be compatible.

Will the proposed amendment result in significant or burdensome demands on existing public facilities?

It is the opinion of staff that the proposed zoning/use would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?

It is the opinion of staff that the proposed zoning/use would generally complement existing development and it would not have adverse impacts on area property values.

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support the request to rezone from “Dwelling Z” to “Dwelling G”.



Submit

AGENDA REQUEST FORM

Item Number: **9.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input checked="" type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2017-048: To rezone from Light Retail "G" (2CG) to Light Retail "H" (2CH) for 0.1917 acres for Lot 25, Block 1 of Canyon Valley Subdivision Re-plat located at 3700 Menchaca Ct., Brownsville Texas 78520. (District 2)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On July 13, 2017 the Planning and Zoning Commission voted to recommend approval. Commissioners Ronald Mills, Derek Benavides, Francisco Orozco and Michael Reyes aye the motion. Commissioner Myles R. Garza abstained.

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2017-048

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Light Retail “G” (2CG) to Light Retail “H” (2CH) for 0.1917 acres for Lot 25, Block 1 of Canyon Valley Subdivision Re-plat located at 3700 Menchaca Ct., Brownsville Texas 78520. (District 2); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **August 1, 2017**. Passed at First Reading on **August 1, 2017**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **August 15, 2017**.

(SEAL)

BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Griselda Rosas
City Secretary



Zoning Application

Multi-Family/Office/Commercial/Retail/Industrial

- ☐ 0-1 Acres\$500.00
- ☐ 1.-5. Acres\$750.00
- ☐ 5.-10. Acres ...\$1,000.00
- ☐ 10. and Up\$1,500.00

☐ Planning and Zoning Commission

☐ City Commission

Single Family

- ☐ 0-1 Acres\$250.00
- ☐ 1.-10. Acres\$500.00
- ☐ 10. and Up\$1,000.00

Tentative Date: _____

Tentative Date: _____

• For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #:

74-7928-0010-0250-00

Project Address:

3700 MELCACA CT

Subdivision:

CANYON VALLEY RESUBDIVISION

Lot(s)/Block:

LOT 25 BLOCK 1

Current Area Classification:

G

Proposed Area Classification:

H

Gross Acreage:

0.1917

Current Zoning:

LIGHT RETAIL (2C)

Proposed Zoning:

Proposed Used:

TRIPLEX

Overlay Districts:

* If property is not subdivided you will need to provide survey map and/or metes and bounds

* If the application is signed by the representative we need a notarized authorization letter from the owner.

Owner Information

Name:

ORLANDO SALAZAR RAZ

Address:

912 PERROS CT

City:

BROWNSVILLE

State:

TX

Zip Code:

78526

Telephone:

956-336-9229

Fax:

Email:

Signature:

[Signature]

Special Note: INCOMPLETE APPLICATION WILL NOT BE ACCEPTED

Representative/Agent Information

Name:

REYNALDO DEL TORO

Address:

551 GERALDINE LN

City:

BROWNSVILLE

State:

TX

Zip Code:

78526

Telephone:

956-525-5410

Fax:

Email:

reynaldodeltoro@hotmail.com

Signature:

[Signature]

Office Use Only

Date Submitted:

May 25, 2017

Code:

ZN30

Application Fee:

\$500.00

Accepted By:

Enika Espinoza

Case Number 235-

2017-048

1034 E. LEVEE STREET 2ND FLOOR • CITY PLAZA • BROWNSVILLE, TEXAS 78520









PHONE (956) 548-6150 • FAX (956) 548-6144

Form-04-1003U



Use Districts

ZONING

-  Apartment (A)
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  General Retail (4C)
-  Heavy Industrial (9C)
-  Light Commercial (5C)
-  Light Industrial (7C)
-  Light Retail (2C)
-  Medium Commercial (6C)
-  Medium Industrial (8C)
-  Medium Retail (3C)
-  Professional Office (1C)

Rezoning Request:

Case # 235-2017-048
Omar Sanchez Paz

Current Zoning:
Light Retail "G" (2CG)

Proposed Zoning:
Light Retail "H" (2CH)

Brownsville Electoral District #2





City of Brownsville

FUTURE LAND USE PLAN

DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

CORRIDORS

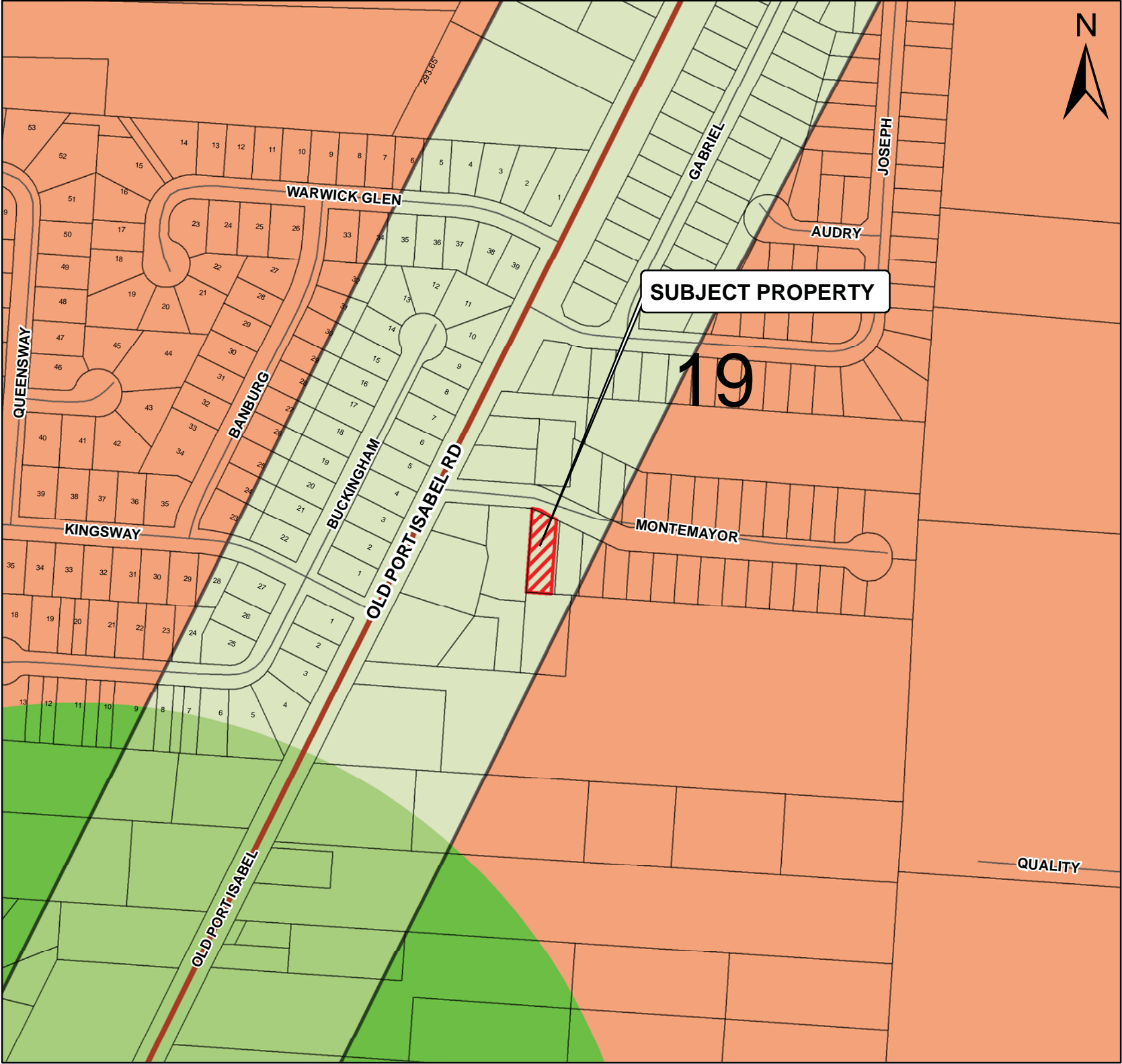
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.
235-2017-048





Staff Report

A. Application Information

Applicant/Property Owner:	Omar Sanchez Paz
Property ID:	74-7928-0010-0250-00
Case Number:	235-2017-048
Application Type:	Rezoning
Proposed Use:	Triplex
Current Zoning District:	Light Retail "G"
Proposed Zoning District:	Light Retail "H"
Date Application Submitted:	May 25, 2017
Planning & Zoning Commission Meeting Date:	July 13, 2017
City Commission Meeting Dates:	August 1, 2017 & August 15, 2017
City Commission District:	2
Annexation year:	1985-1992
Overlay in area:	N/A

B. Application Type/Background

The applicant is requesting to rezone from "Light Retail G" to "Light Retail H".

C. Subject Property

The subject property is located on Lot 25, Block 1 of Canyon Valley Subdivision replat. This property is fronting Manchaca court, a local roadway. Single family homes are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities (BPUB).

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.













- North of the subject property are single family homes and apartments.
- East of the subject property are apartments and vacant property.
- South of the subject property are apartments.
- West of the subject property are single family homes.

Figure 1: Existing Zoning Map

The following map illustrates existing zoning of the subject property and properties within the immediate area.

- North: Light Retail and Dwelling
- South: Light Retail
- East: Light Retail
- West: Light Retail and Dwelling



Use Districts	
ZONING	
	Apartment (A)
	Dwelling (D)
	Dwelling/Retail (DR)
	General Retail (4C)
	Heavy Industrial (9C)
	Light Commercial (5C)
	Light Industrial (7C)
	Light Retail (2C)
	Medium Commercial (6C)
	Medium Industrial (8C)
	Medium Retail (3C)
	Professional Office (1C)

Rezoning Request:

Case # 235-2017-048
Omar Sanchez Paz

Current Zoning:
Light Retail "G" (2CG)

Proposed Zoning:
Light Retail "H" (2CH)

Brownsville Electoral District #2



Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property.

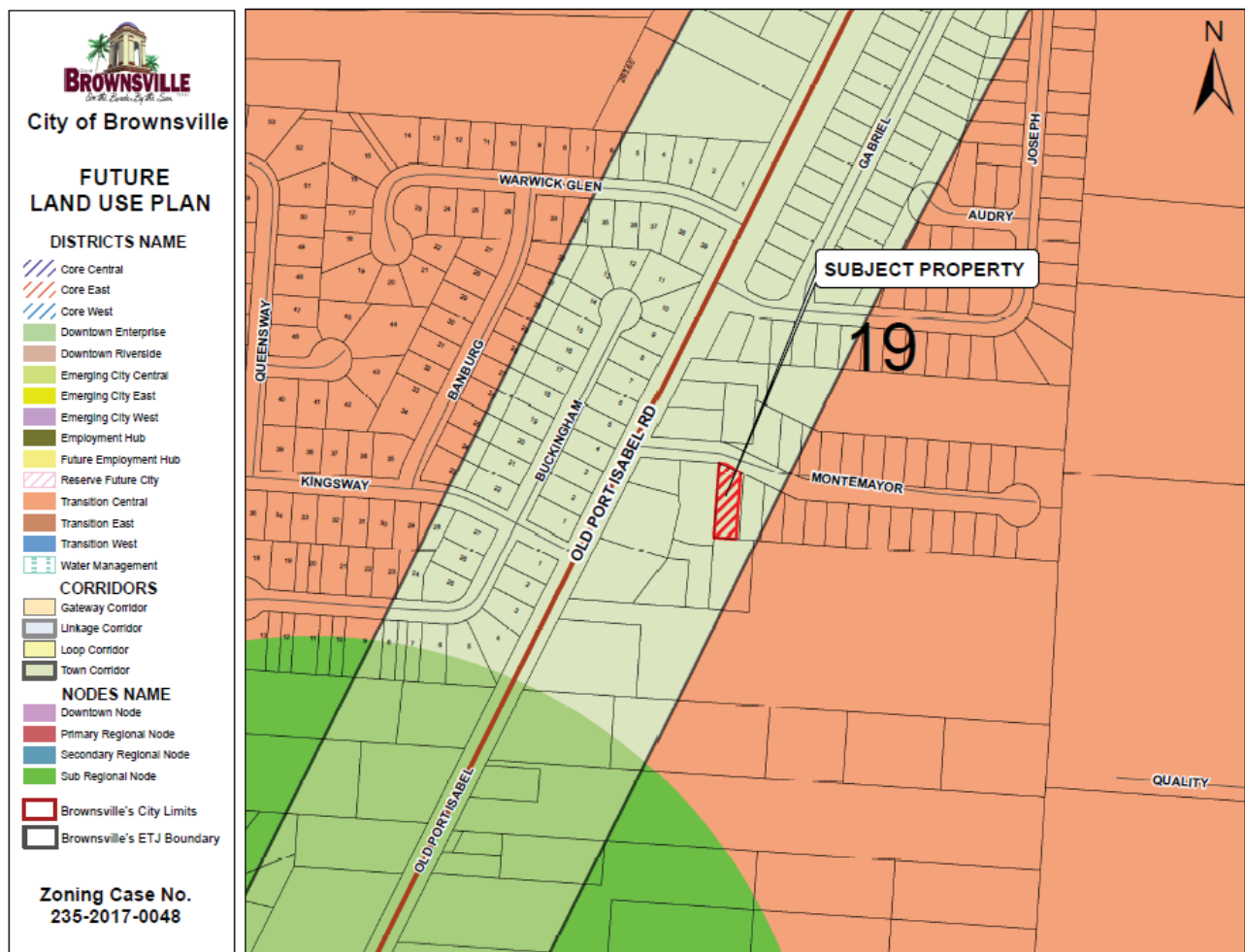


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Town Corridor”. According to this plan, the Town Corridors are primarily residential, with small clusters of commercial land uses at regularly spaced intervals, mostly found at intersections of Sub-Regional roadways with City streets. The density of residential land uses should have an average of 3 dwelling units per acre and consist primarily of single family homes, with some attached townhouses and some larger lots. Flexibility in these Corridors is fairly low, as it is important to maintain the mostly residential and neighborhood mixture of the module. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Town Corridor)

The following map illustrates the Future Land Use Map. The subject property is within the Town Corridor.



E. Review Criteria

Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?

The area surrounding the subject property is developed primarily of single family homes and apartments. It is the opinion of staff that the proposed zoning/use would generally be compatible.

Will the proposed amendment result in significant or burdensome demands on existing public facilities?

It is the opinion of staff that the proposed zoning/use would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?

It is the opinion of staff that the proposed zoning/use would generally complement existing development and it would not have adverse impacts on area property values.

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support the request to rezone from “Light Retail G” to “Light Retail H” however, the applicant needs to apply for a Specific Use permit to allow a Triplex.



Submit

AGENDA REQUEST FORM

Item Number: **10.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	<input checked="" type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2017-048-S: To allow a Triplex to Light Retail "H" (2CH) for 0.1917 acres for Lot 25, Block 1 of Canyon Valley Subdivision Re-plat located at 3700 Menchaca Ct., Brownsville Texas 78520. (District 2)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On July 13, 2017 the Planning and Zoning Commission voted to recommend approval. Commissioners Ronald Mills, Derek Benavides, Francisco Orozco and Michael Reyes aye the motion. Commissioner Myles R. Garza abstained.

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2017-048-S

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to allow a Triplex to Light Retail “H” (2CH) for 0.1917 acres for Lot 25, Block 1 of Canyon Valley Subdivision Re-plat located at 3700 Menchaca Ct., Brownsville Texas 78520. (District 2); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That the area rezoned by this amendment shall continue to be subject to all applicable regulations.

Section 3. That whenever one provision of this ordinance conflicts with another provision of this ordinance, the provision which governs shall be the one listed sooner on the following list: Section 3 of this ordinance, Section 2 of this ordinance, Section 1 of this ordinance.

Section 4. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

Section 5. Specific Use shall be valid for one year from the passage of this ordinance. If no construction occurs within one year from the time of passage the specific use permit shall be null and void.

INTRODUCED at a public hearing on **August 1, 2017** . Passed at First Reading on **August 1, 2017**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **August 15, 2017**.

(SEAL)











BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Griselda Rosas
City Secretary



Use Districts

ZONING

-  Apartment (A)
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  General Retail (4C)
-  Heavy Industrial (9C)
-  Light Commercial (5C)
-  Light Industrial (7C)
-  Light Retail (2C)
-  Medium Commercial (6C)
-  Medium Industrial (8C)
-  Medium Retail (3C)
-  Professional Office (1C)

Specific Use Permit Request:

Case # 235-2017-048-S
Omar Sanchez Paz

Current Zoning:
Light Retail "H" (2CH)

Proposed Use:
Triplex
Light Retail "H" (2CH)

Brownsville Electoral District #2





City of Brownsville

FUTURE
LAND USE PLAN

DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

CORRIDORS

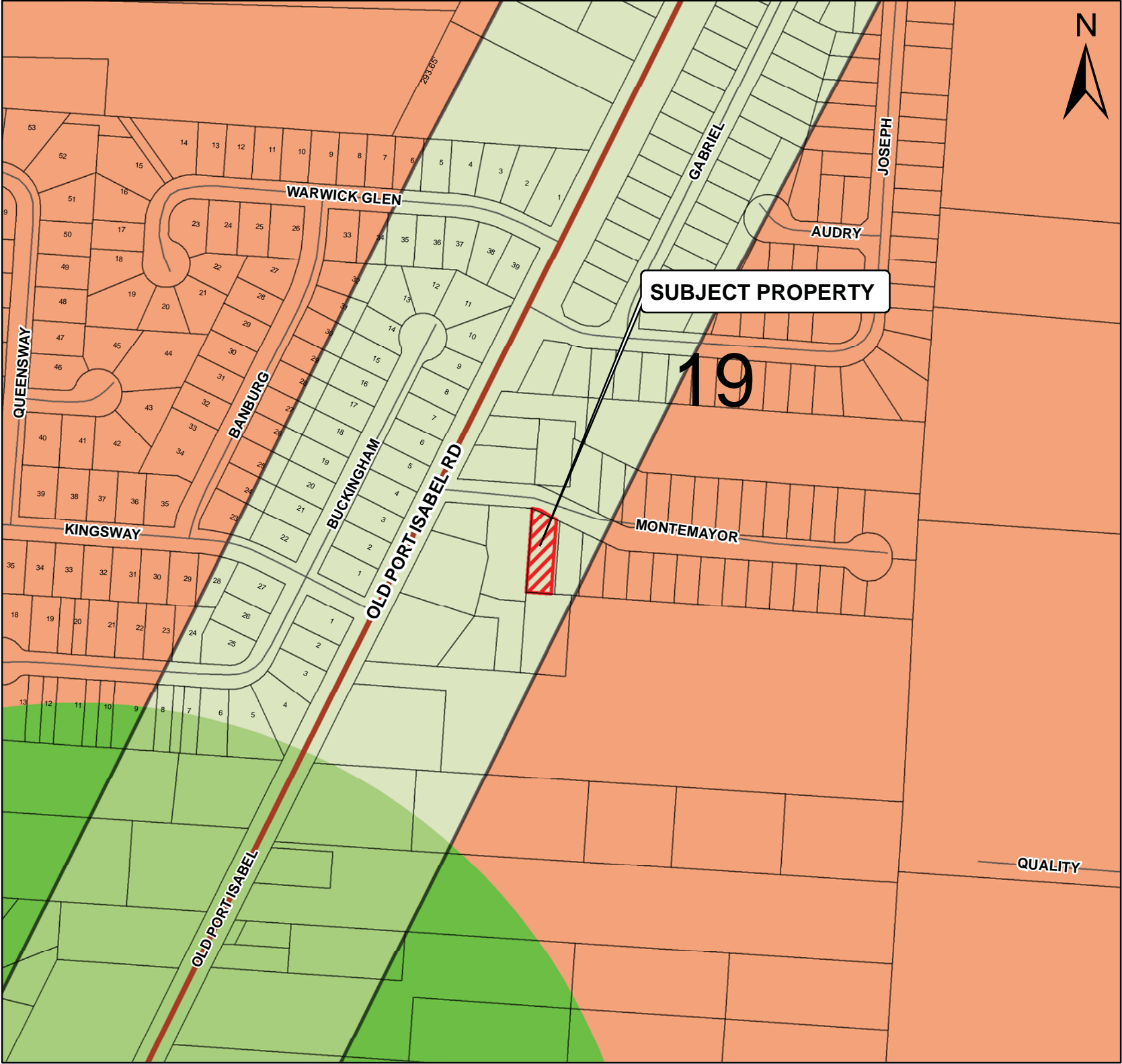
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.
235-2017-048





Staff Report

A. Application Information

Applicant/Property Owner:	Omar Sanchez Paz
Property ID:	74-7928-0010-0250-00
Case Number:	235-2017-048-S
Application Type:	Specific Use Permit
Proposed Use:	Triplex
Current Zoning District:	Light Retail "H"
Proposed Zoning District:	
Date Application Submitted:	July 26, 2017
Planning & Zoning Commission Meeting Date:	July 13, 2017
City Commission Meeting Dates:	August 1, 2017 & August 15, 2017
City Commission District:	2
Annexation year:	1985-1992
Overlay in area:	N/A

B. Application Type/Background

The applicant is requesting a Specific Use Permit to allow a Triplex in "Light Retail H".

C. Subject Property

The subject property is located on Lot 25, Block 1 of Canyon Valley Subdivision replat. This property is fronting Manchaca Court, a local roadway. Single family homes are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities (BPUB).

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property are single family homes and apartments.
- East of the subject property are apartments and vacant property.
- South of the subject property are apartments.
- West of the subject property are single family homes.

Figure 1: Existing Zoning Map

The following map illustrates existing zoning of the subject property and properties within the immediate area.

- North: Light Retail and Dwelling
- South: Light Retail
- East: Light Retail
- West: Light Retail and Dwelling

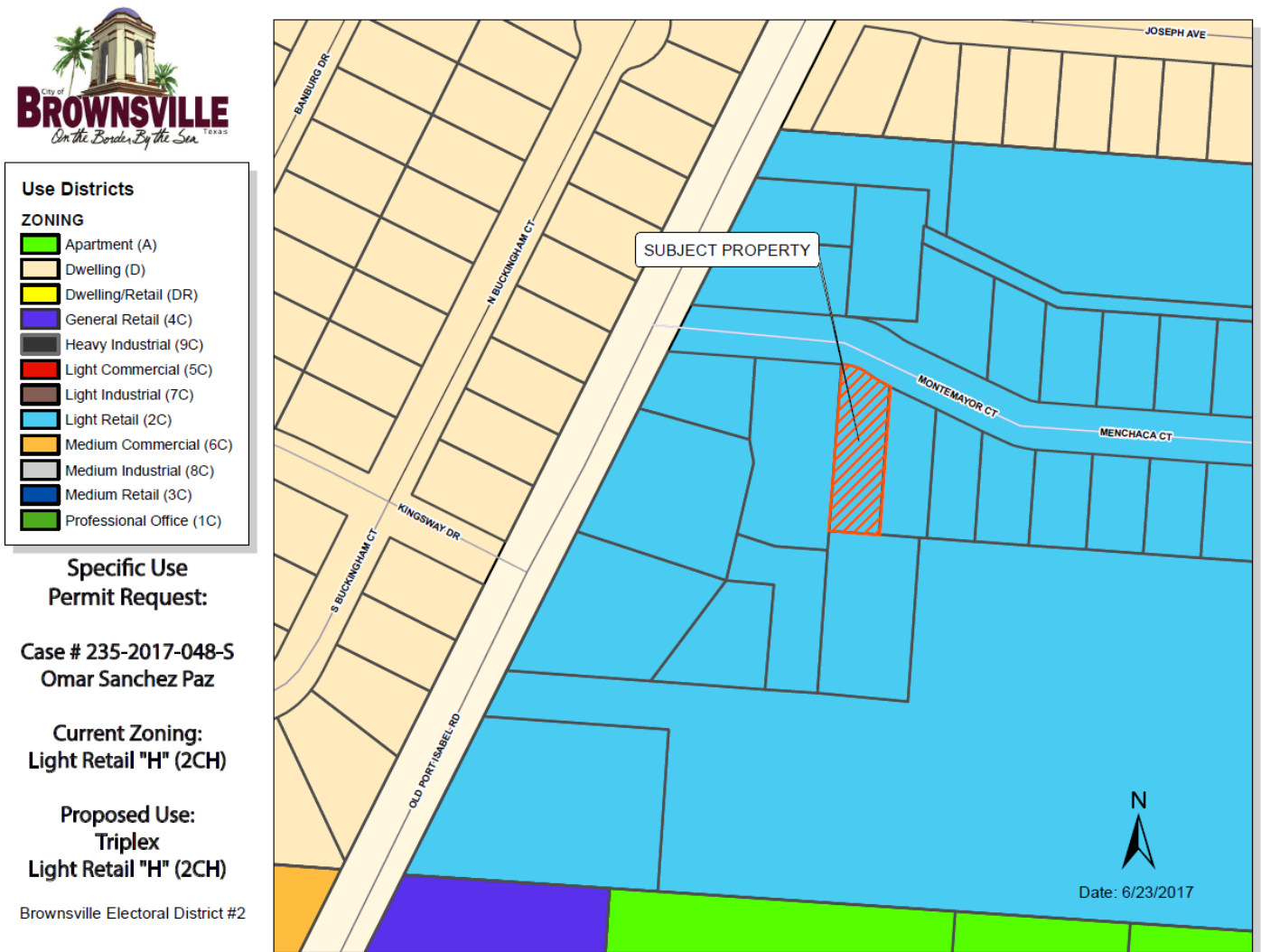


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property.

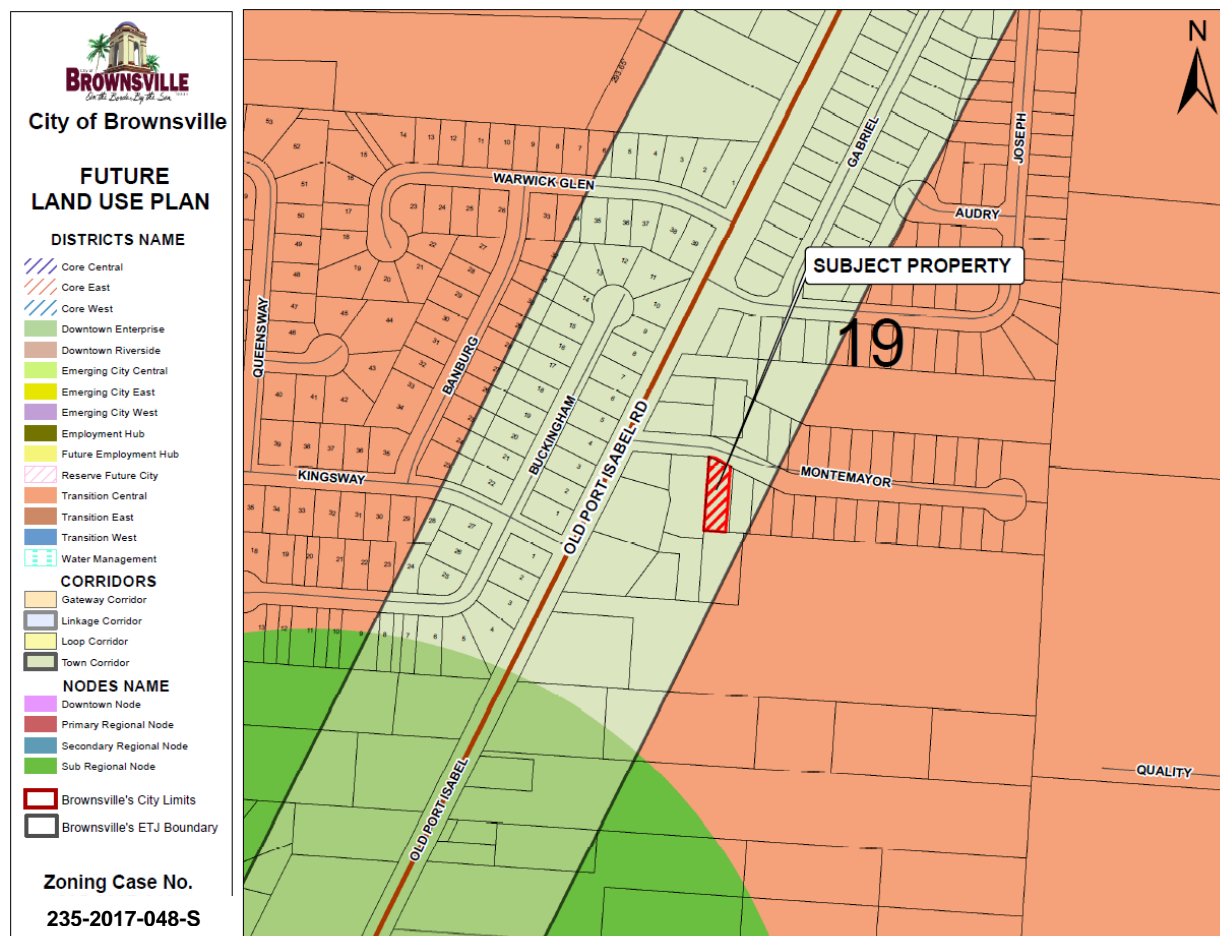


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Town Corridor”. According to this plan, the Town Corridors are primarily residential, with small clusters of commercial land uses at regularly spaced intervals, mostly found at intersections of Sub-Regional roadways with City streets. The density of residential land uses should have an average of 3 dwelling units per acre and consist primarily of single family homes, with some attached townhouses and some larger lots. Flexibility in these Corridors is fairly low, as it is important to maintain the mostly residential and neighborhood mixture of the module. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Town Corridor)

The following map illustrates the Future Land Use Map. The subject property is within the Town Corridor.



E. Review Criteria

Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?

The area surrounding the subject property is developed primarily of single family homes. It is the opinion of staff that the proposed zoning/use would generally be compatible.

Will the proposed amendment result in significant or burdensome demands on existing public facilities?

It is the opinion of staff that the proposed zoning/use would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?

It is the opinion of staff that the proposed zoning/use would generally complement existing development and it would not have adverse impacts on area property values.

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support this Specific Use Permit to allow a Triplex in “Light Retail H”.

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Submit

AGENDA REQUEST FORM

Item Number: **11.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input checked="" type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2017-049: To rezone from Dwelling "A" (DA) to Dwelling "G" (DG) for .30 acres for Lot 1, Block 1 of Ninfa Balli Subdivision located at 2815 Weslaco Road, Brownsville, Texas 78520. (District 4)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On July 13, 2017 the Planning and Zoning Commission voted unanimously to recommend approval.

City Manager Approval

Date: _____

ORDINANCE NUMBER 235-2017-049

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Dwelling “A” (DA) to Dwelling “G” (DG) for .30 acres for Lot 1, Block 1 of Ninfa Balli Subdivision located at 2815 Weslaco Road, Brownsville, Texas 78520. (District 4); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **August 1, 2017**. Passed at First Reading on **August 1, 2017**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **August 15, 2017**.

(SEAL)

BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Griselda Rosas
City Secretary



ZONING APPLICATION

City of Brownsville
Planning Department
(956) 548-6150

1150 E. Adams St. 3rd FL
Brownsville, Texas 78520

- ☐ Planning and Zoning Commission
☐ City Commission

Tentative Date: 6-8-17

Tentative Date: _____

- For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #: 05-2700-0010-0010-00

Project Address: 2815 Wesleco Road

Subdivision: Ninfa Balli Subdivision

Lot(s)/Block: Lot 1, Block 1

Current Area Classification: A Proposed Area Classification: G Gross Acreage: .3017

Current Zoning: Dwelling Proposed Zoning: Dwelling

Proposed Used: Single Family Overlay Districts: _____

** If property is not subdivided you will need to provide survey map and/or metes and bounds*

** If the application is signed by the representative we need a notarized authorization letter from the owner.*

Owner Information

Name: Palmiru Balli Jr

Address: 2805 Wesleco Rd

City: Brownsville

State: TX Zip Code: 78520

Telephone: 956-254-6554

Fax: _____

Email: pballi71@gmail.com

Signature: Palmiru Balli

Special Note: INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.

Representative/Agent Information

Name: Joe L. Vasquez

Address: 4000 Boca Chica Blvd

City: Brownsville

State: Tx Zip Code: 78521

Telephone: (956) 541-9826

Fax: (956) 544-4177

Email: Jvasquez240@yahoo.com

Signature: Joe L. Vasquez

Office Use Only













Date Submitted: June 8, 2017 Application Fee: \$250.00 Electoral District: _____

Accepted by: Erika Espinoza Dept. Director: _____ Case Number 235- 2017-049



Use Districts

ZONING

-  Apartment (A)
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  General Retail (4C)
-  Heavy Industrial (9C)
-  Light Commercial (5C)
-  Light Industrial (7C)
-  Light Retail (2C)
-  Medium Commercial (6C)
-  Medium Industrial (8C)
-  Medium Retail (3C)
-  Professional Office (1C)

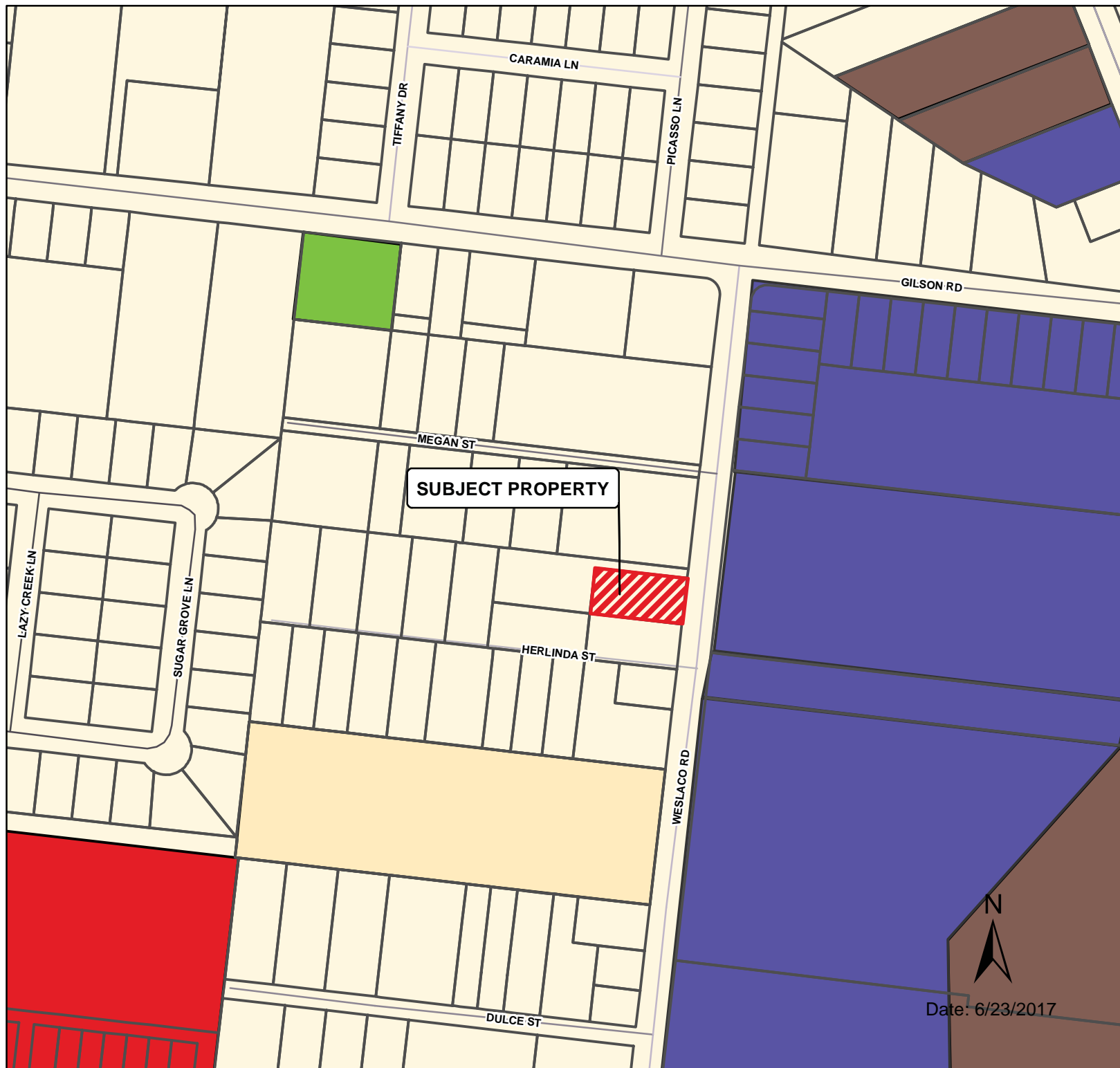
Rezoning Request:

Case # 235-2017-049
Palmiro Balli, Jr.

Current Zoning:
Dwelling "A" (DA)

Proposed Zoning:
Dwelling "G" (DG)

Brownsville Electoral District #4





City of Brownsville

FUTURE
LAND USE PLAN

DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

CORRIDORS

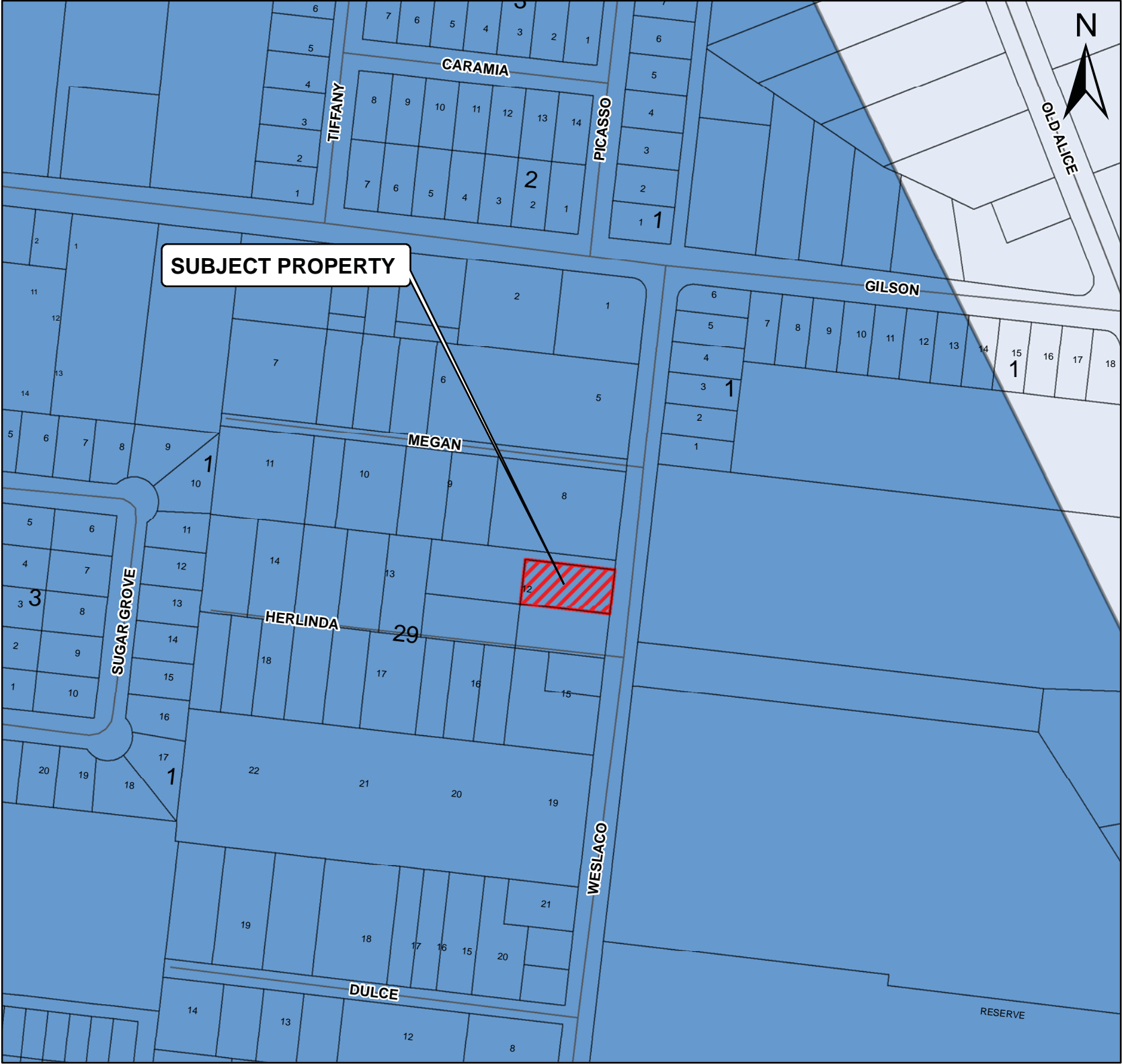
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.
235-2017-049





Staff Report

A. Application Information

Applicant/Property Owner:	Palmiro Balli, Jr.
Property ID:	05-2700-0010-0010-00
Case Number:	235-2017-049
Application Type:	Rezoning
Proposed Use:	Single family
Current Zoning District:	Dwelling "A"
Proposed Zoning District:	Dwelling "G"
Date Application Submitted:	June 8, 2017
Planning & Zoning Commission Meeting Date:	July 13, 2017
City Commission Meeting Dates:	August 1, 2017 & August 15, 2017
City Commission District:	4
Annexation year:	1965-1984
Overlay in area:	N/A

B. Application Type/Background

The applicant is requesting to rezone from "Dwelling A" to "Dwelling G".

C. Subject Property

The subject property is located on Lot 1, Block 1 of Ninfa Balli Subdivision. This property is fronting Weslaco road, a local roadway. Single family homes and apartments are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities (BPUB).

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property are single family homes.
- East of the subject property is vacant property.
- South of the subject property are single family homes and apartments.
- West of the subject property are single family homes.

Figure 1: Existing Zoning Map

The following map illustrates existing zoning of the subject property and properties within the immediate area.

- North: Dwelling
- South: Dwelling
- East: General Retail
- West: Dwelling

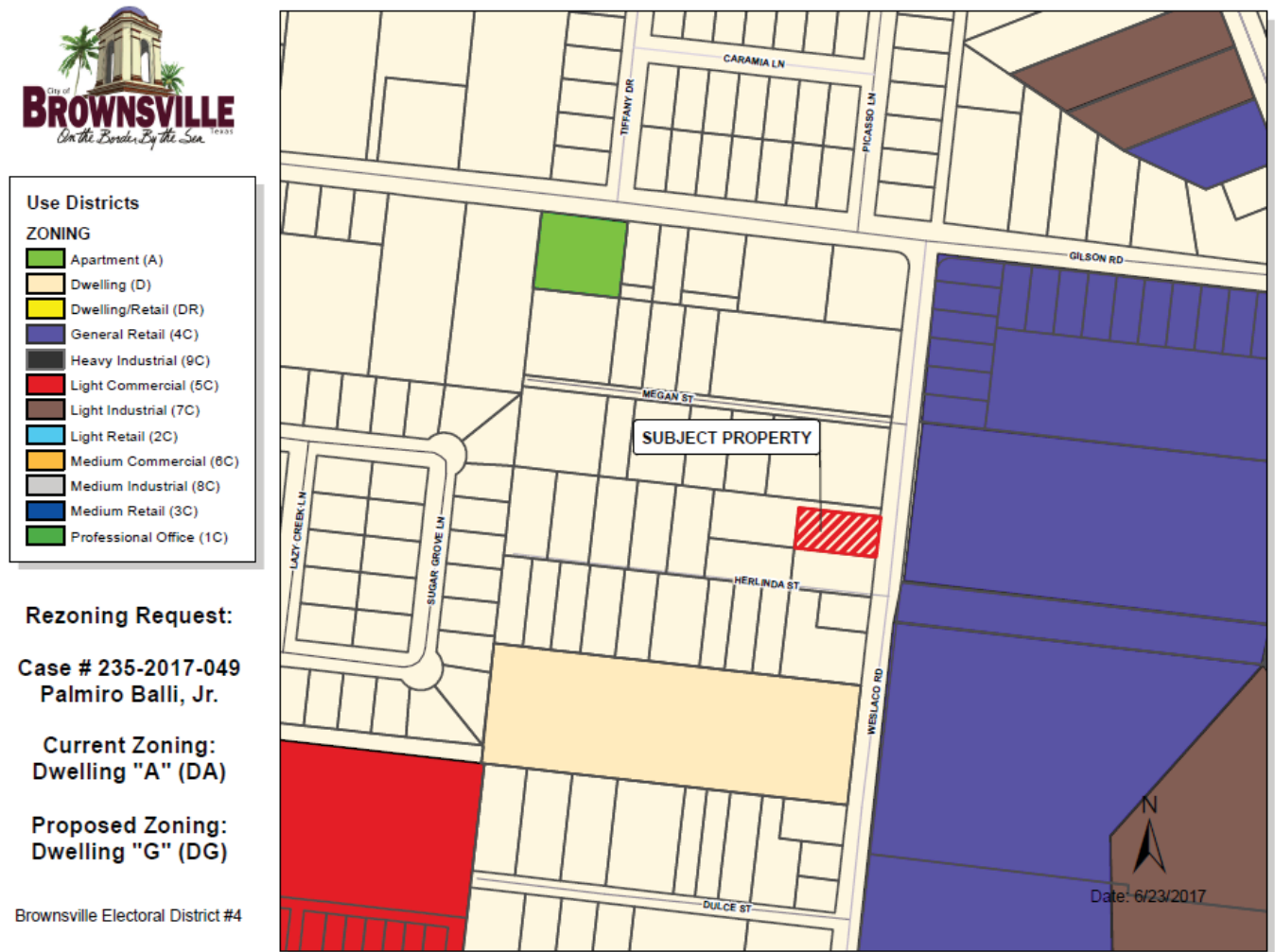


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property.



D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Transition West District”. According to this plan, the West Transition District is primarily residential, with an average density of 2 dwelling units per acre. Residential uses should be mostly single family homes, with a range of lot sizes from 0.20 acres to 3.33 acres. Some duplex or triplex homes, as well as some larger lots would be appropriate. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Transition West District)

The following map illustrates the Future Land Use Map. The subject property is within the Transition West District.



E. Review Criteria

Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?

The area surrounding the subject property is developed primarily of single family homes and apartments. It is the opinion of staff that the proposed zoning/use would generally be compatible.

Will the proposed amendment result in significant or burdensome demands on existing public facilities?

It is the opinion of staff that the proposed zoning/use would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?

It is the opinion of staff that the proposed zoning/use would generally complement existing development and it would not have adverse impacts on area property values.

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support the request to rezone from “Dwelling A” to “Dwelling G”.



Submit

AGENDA REQUEST FORM

Item Number: **12.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	<input checked="" type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2017-050-S: To allow a used car lot in a Dwelling/Retail "G" (DR/G) for 0.217 acres of the south ½ of Lot 8, Block 3, M. Samano Partition of the Wymore Tract located at 6385 Paredes Line Road, Brownsville, Texas 78526. (District 3)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On July 13, 2017 the Planning and Zoning Commission voted to recommend approval. Commissioners Ronald Mills, Derek Benavides, Francisco Orozco and Michael Reyes aye the motion. Commissioner Myles R. Garza nay the motion.

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2017-050-S

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to allow a used car lot in a Dwelling/Retail “G” (DR/G) for 0.217 acres of the south ½ of Lot 8, Block 3, M. Samano Partition of the Wymore Tract located at 6385 Paredes Line Road, Brownsville, Texas 78526. (District 3); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That the area rezoned by this amendment shall continue to be subject to all applicable regulations.

Section 3. That whenever one provision of this ordinance conflicts with another provision of this ordinance, the provision which governs shall be the one listed sooner on the following list: Section 3 of this ordinance, Section 2 of this ordinance, Section 1 of this ordinance.

Section 4. That all provisions of Section 348 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof, and that this ordinance shall become effective on the earliest date allowed by law.

Section 5. Specific Use shall be valid for one year from the passage of this ordinance. If no construction occurs within one year from the time of passage the specific use permit shall be null and void.

INTRODUCED at a public hearing on **August 1, 2017** . Passed at First Reading on **August 1, 2017**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **August 15, 2017**.

(SEAL)

BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Griselda Rosas
City Secretary



Specific Use Permit Application

Multi-Family/Office/Commercial/Retail/Industrial

- ☒ 0-1 Acres\$500.00
☐ 1.-5. Acres\$750.00
☐ 5.-10. Acres ...\$1,000.00
☐ 10. and Up\$1,250.00

- ☐ Planning and Zoning Commission
☐ City Commission

Single Family

- ☐ 0-1 Acres\$250.00
☐ 1.-10. Acres\$500.00
☐ 10. and Up\$1,000.00

Tentative Date: _____

Tentative Date: _____

• For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #: 78-9640-0030-0082-00

Project Address: 6385 Paredes LN Rd Brownsville Tx. 78526

Subdivision: Wymore

Lot(s)/Block: South one-half Lot 8 Block 3 106X89

Current Zoning: Dwelling Retail G And overlay district if applicable: _____

Proposed Use: used car lot Gross Acreage: .217

* If property is not subdivided need to provide survey map and/or metes and bounds.

Owner Information

Name: Jose Fayett

Address: 3270 Charmaine LN

City: Brownsville

State: TX. Zip Code: 78526

Telephone: (956) 592-1766

Fax: _____

Email: efayett2000@hotmail.com

Signature: _____

Special Note: **INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.**

Representative/Agent Information

Name: Eder Fayett

Address: 3270 Charmaine LN

City: Brownsville

State: TX. Zip Code: 78526

Telephone: (956) 832-2952

Fax: _____

Email: efayett2000@hotmail.com

Signature: _____

Office Use Only













Date Submitted: June 13, 2017 Code: 2N31 Application Fee: \$500.00

Accepted By: Erika Espinoza Case Number 235- 2017 - 050 -S



Use Districts

ZONING

-  Apartment (A)
-  Dwelling (D)
-  Dwelling/Retail (DR)
-  General Retail (4C)
-  Heavy Industrial (9C)
-  Light Commercial (5C)
-  Light Industrial (7C)
-  Light Retail (2C)
-  Medium Commercial (6C)
-  Medium Industrial (8C)
-  Medium Retail (3C)
-  Professional Office (1C)

Rezoning Request:

Case # 235-2017-050-S

Jose Fayette

Current Zoning:

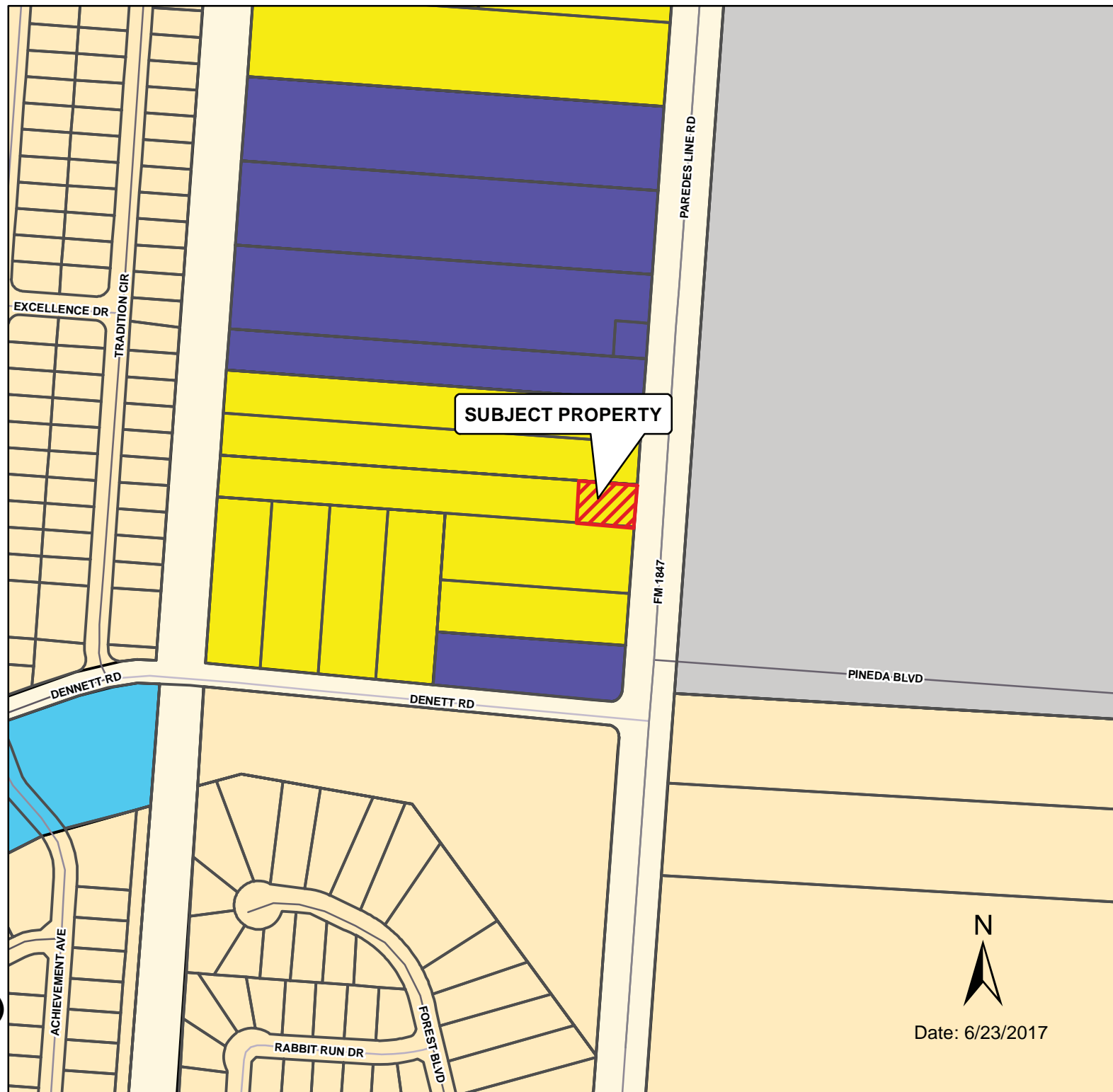
Dwelling/Retail "G" (DR/G)

Proposed Use

Used Car Lot

Light Commercial "G" (5CG)

Brownsville Electoral District #3





City of Brownsville

FUTURE LAND USE PLAN

DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

CORRIDORS

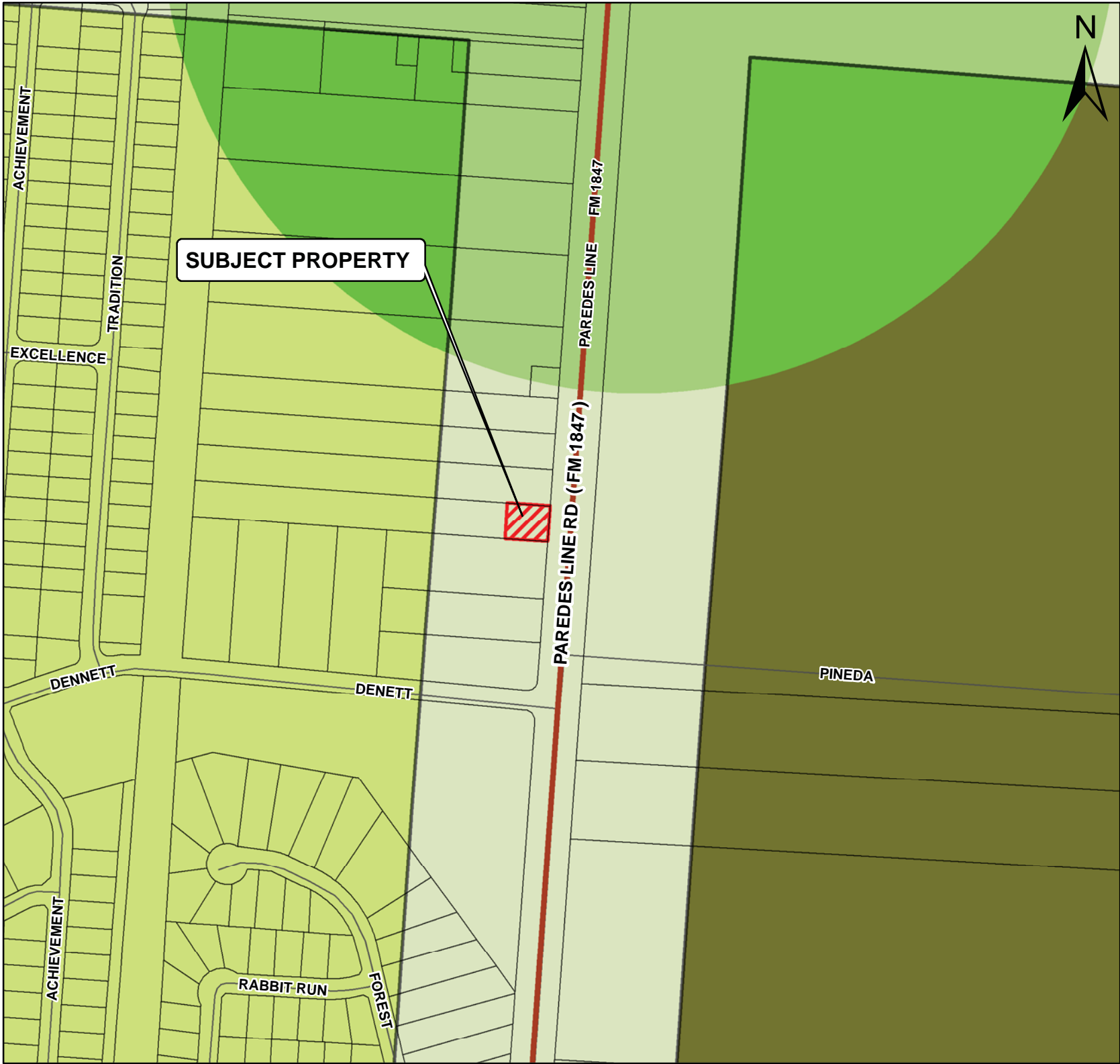
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.
235-2017-050-S





Staff Report

A. Application Information

Applicant/Property Owner:	Jose Fayette
Property ID:	78-9640-0030-0082-00
Case Number:	235-2017-050-S
Application Type:	Specific Use
Proposed Use:	Used Car lot
Current Zoning District:	Dwelling/Retail "G"
Proposed Zoning District:	N/A
Date Application Submitted:	June 13, 2017
Planning & Zoning Commission Meeting Date:	July 13, 2017
City Commission Meeting Dates:	August 1, 2017 & August 15, 2017
City Commission District:	3
Annexation year:	1995/2004
Overlay in area:	O51

B. Application Type/Background

The applicant is requesting a Specific Use permit for 0.217 acres to allow a Used Car lot a "Light Commercial" use in "Dwelling/Retail G".

C. Subject Property

The subject property is located on 0.217 acres out of 1.94 acres of S. ½ Lot 8, Block 3 of Wymore Subdivision. This property is fronting Paredes Line Road, a primary arterial. Single family homes and mix uses of development are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities (BPUB).

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property are single family homes, a mobile home park, and a material facility.
- East of the subject property is a warehouse.

- South of the subject property is an engineering firm and some vacant property.
- West of the subject property are single family homes and an asphalt company.

Figure 1: Existing Zoning Map

The following map illustrates existing zoning of the subject property and properties within the immediate area.

- North: Dwelling/Retail and General Retail
- South: Dwelling/Retail
- East: Medium Industrial
- West: Dwelling/Retail

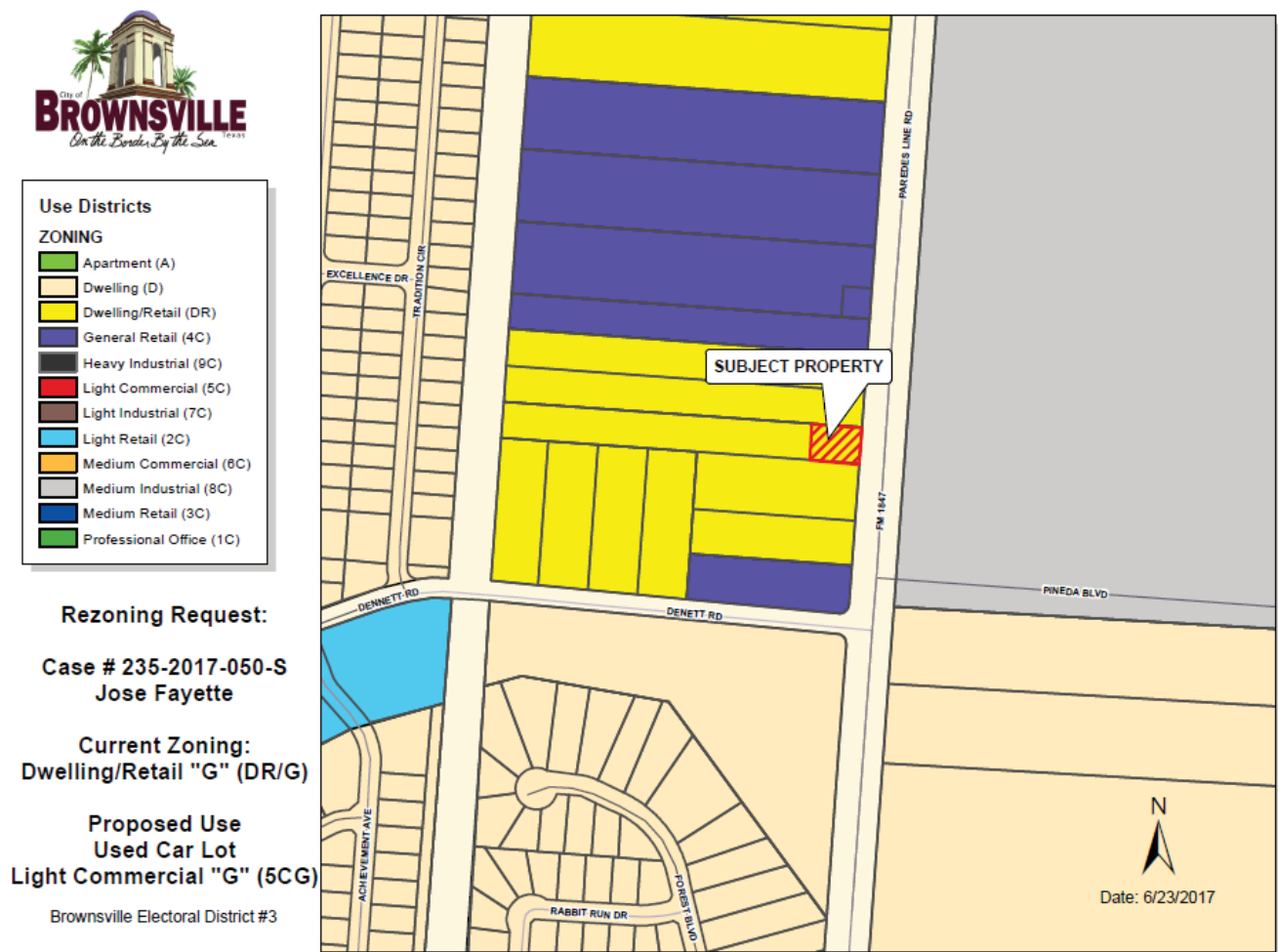


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property.

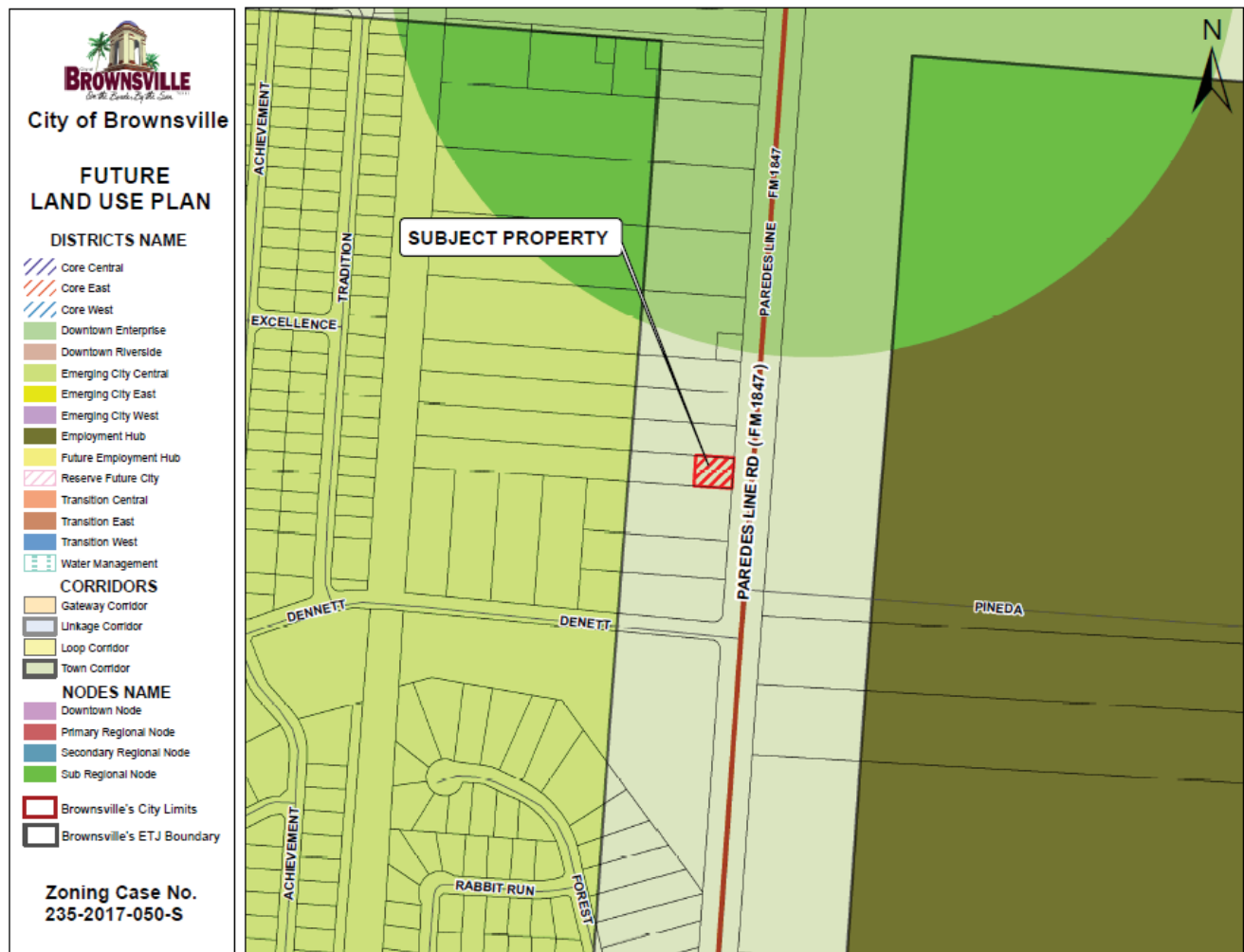


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Town Corridor”. According to this plan, Town Corridors are primarily residential, with small clusters of commercial land uses at regularly spaced intervals, mostly found at intersections of Sub-Regional roadways with City streets. Commercial uses should be neighborhood office and retail, ideally independently owned businesses and shops that serve local residents. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Town Corridor)

The following map illustrates the Future Land Use Map. The subject property is within the Town Corridor.



E. Review Criteria

Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?

The area surrounding the subject property is developed primarily of single family homes. It is the opinion of staff that the proposed zoning/use would generally be compatible.

Will the proposed amendment result in significant or burdensome demands on existing public facilities?

It is the opinion of staff that the proposed zoning/use would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?

It is the opinion of staff that the proposed zoning/use would generally complement existing development and it would not have adverse impacts on area property values.

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support this Specific Use permit for 0.217 acres to allow a Used Car lot a “Light Commercial” use in “Dwelling/Retail G”.



Submit

AGENDA REQUEST FORM

Item Number: **13.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	<input checked="" type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2017-051: To rezone from Dwelling "A" (DA) to Apartment "H" (AH) for Lots 1, 2, and 3, Block 1 of Lakeside Subdivision located at 701 Lakeside Blvd., Brownsville, Texas 78520. (District 4)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On July 13, 2017 the Planning and Zoning Commission voted unanimously to recommend approval.

City Manager Approval

Date: _____

ORDINANCE NUMBER 235-2017-051

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so To rezone from Dwelling “A” (DA) to Apartment “H” (AH) for Lots 1, 2, and 3, Block 1 of Lakeside Subdivision located at 701 Lakeside Blvd., Brownsville, Texas 78520. (District 4); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **August 1, 2017**. Passed at First Reading on **August 1, 2017**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **August 15, 2017**.

(SEAL)

BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Griselda Rosas
City Secretary



Zoning Application

Multi-Family/Office/Commercial/Retail/Industrial

- ☐ 0-1 Acres\$500.00
- ☐ 1.-5. Acres\$750.00
- ☐ 5.-10. Acres ...\$1,000.00
- ☐ 10. and Up\$1,500.00

☐ Planning and Zoning Commission

☐ City Commission

Single Family

- ☐ 0-1 Acres\$250.00
- ☐ 1.-10. Acres\$500.00
- ☐ 10. and Up\$1,000.00

Tentative Date: _____

Tentative Date: _____

• For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #: 01-9337-0010-0010-00
01-9337-0010-0010-00
01-9337-0010-0030-00

Project Address: 701 LAKESIDE BLVD.

Subdivision: LAKESIDE SUBDIVISION

Lot(s)/Block: LOTS ONE, 2 AND 3

Current Area Classification: A Proposed Area Classification: H Gross Acreage: .7480

Current Zoning: DWELLING Proposed Zoning: APARTMENT

Proposed Used: APARTMENT Overlay Districts: _____

* If property is not subdivided you will need to provide survey map and/or metes and bounds

* If the application is signed by the representative we need a notarized authorization letter from the owner.

Owner Information

Name: BASILIO GOMEZ JR
Address: 744 PALM BLVD.
City: BROWNSVILLE
State: TX Zip Code: 78520
Telephone: (956) 221-4077
Fax: _____
Email: GOMEZ DESIGNS@AOL.COM
Signature: BASILIO GOMEZ JR

Special Note: INCOMPLETE APPLICATION WILL NOT BE ACCEPTED

Representative/Agent Information

Name: BASILIO GOMEZ III
Address: 744 PALM BLVD
City: BROWNSVILLE
State: TX Zip Code: 78520
Telephone: 956-404-4241
Fax: _____
Email: _____
Signature: [Signature]

Office Use Only

Date Submitted: June 14, 2017 Code: 21530 Application Fee: \$500.00
Accepted By: Erika Espinosa Case Number 235- 2017-051

1034 E. LEVEE STREET 2ND FLOOR • CITY PLAZA • BROWNSVILLE, TEXAS 78520









PHONE (956) 548-6150 • FAX (956) 548-6144

Form-04-1003U



Use Districts

ZONING

	Dwelling (D)
	Dwelling/Retail (DR)
	Apartment (A)
	Professional Office (1C)
	Light Retail (2C)
	Medium Retail (3C)
	General Retail (4C)
	Light Commercial (5C)
	Medium Commercial (6C)
	Light Industrial (7C)
	Medium Industrial (8C)
	Heavy Industrial (9C)

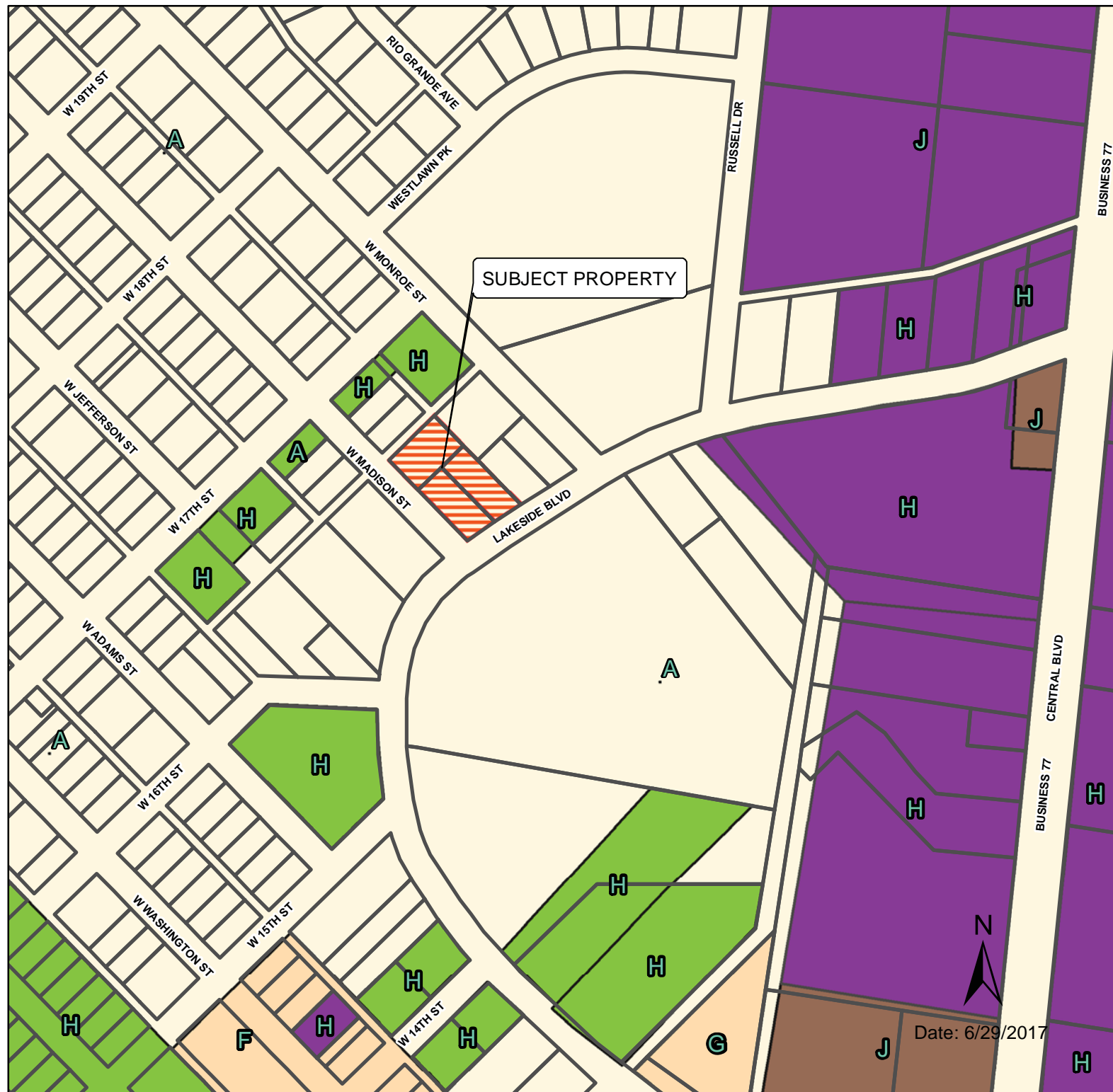
Rezoning Request:

Case # 235-2017-051
Basilio Gomez, Jr.

Current Zoning:
Dwelling "A" (DA)

Proposed Zoning:
Apartment "H" (AH)

Brownsville Electoral District #4





City of Brownsville

FUTURE
LAND USE PLAN

DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

CORRIDORS

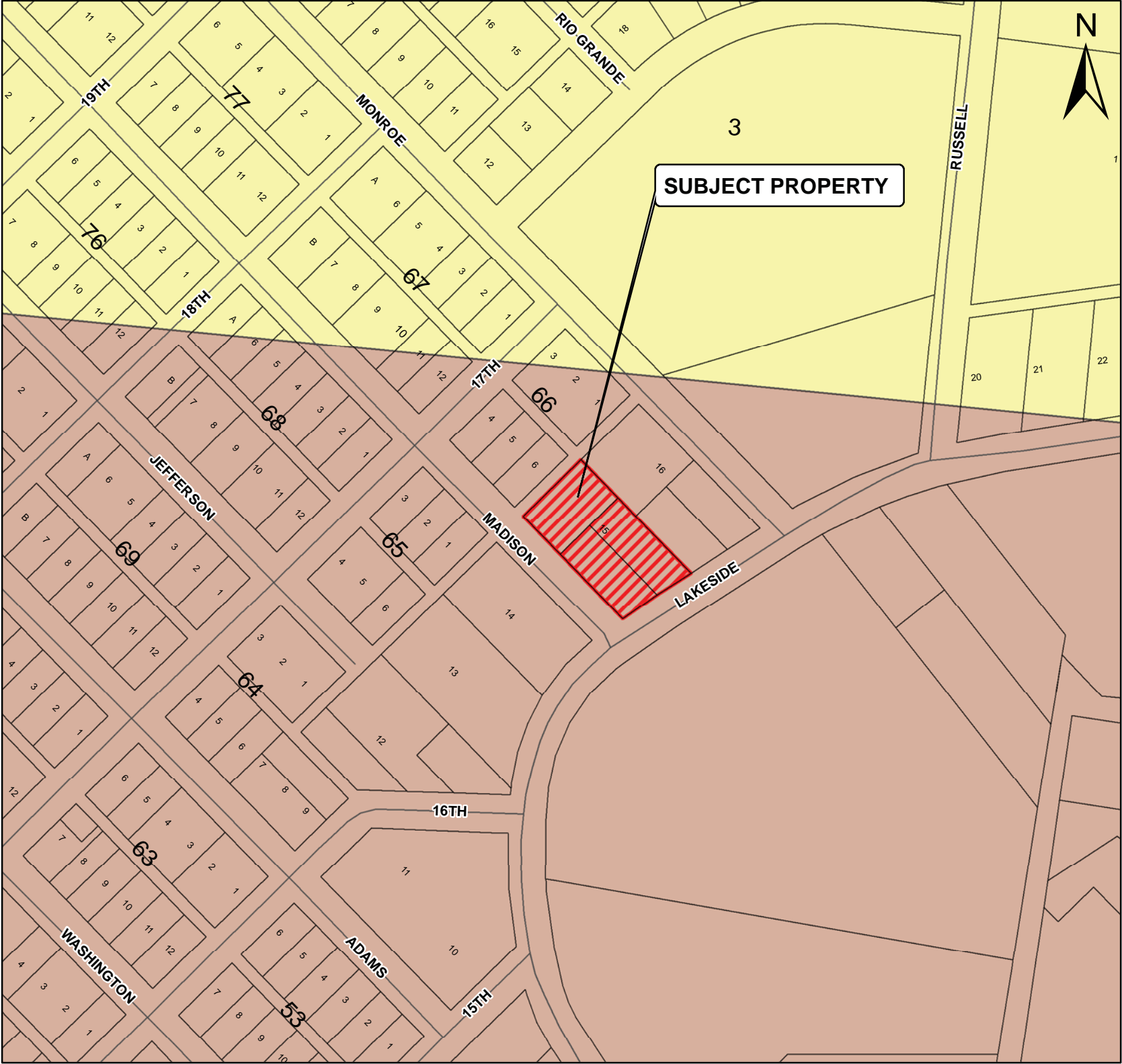
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No.
235-2017-051





Staff Report

A. Application Information

Applicant/Property Owner:	Basilio Gamez, Jr.
Property ID:	01-9337-0010-0010-00 / 01-9337-0010-0020-00 / 01-9337-0010-0030-00
Case Number:	235-2017-051
Application Type:	Rezoning
Proposed Use:	Apartment
Current Zoning District:	Dwelling "A"
Proposed Zoning District:	Apartment "H"
Date Application Submitted:	June 14, 2017
Planning & Zoning Commission Meeting Date:	July 13, 2017
City Commission Meeting Dates:	August 1, 2017 & August 15, 2017
City Commission District:	4
Annexation year:	1930-1964
Overlay in area:	O11

B. Application Type/Background

The applicant is requesting to rezone from "Dwelling A" to "Apartment H".

C. Subject Property

The subject property is located on Lots 1, 2, and 3, Block 1 of Lakeside Subdivision. This property is fronting Lakeside Blvd, a local roadway. Single family homes and apartments are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities (BPUB).

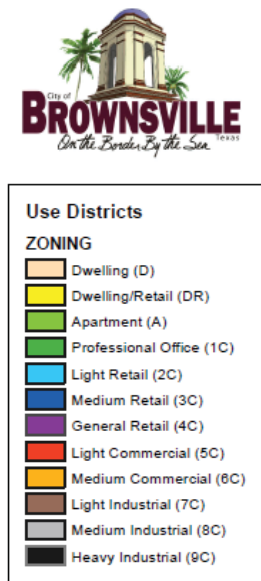
Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property are single family homes and apartments.
- East of the subject property are single family homes, apartments, and Russell Elementary.
- South of the subject property are apartments.
- West of the subject property are single family homes and a daycare.

Figure 1: Existing Zoning Map

The following map illustrates existing zoning of the subject property and properties within the immediate area.

- North: Dwelling and Apartment
- South: Dwelling
- East: Dwelling
- West: Dwelling and Apartment



Rezoning Request:

Case # 235-2007-051
Basilio Gomez, Jr.

Current Zoning:
Dwelling "A" (DA)

Proposed Zoning:
Apartment "H" (AH)

Brownsville Electoral District #4

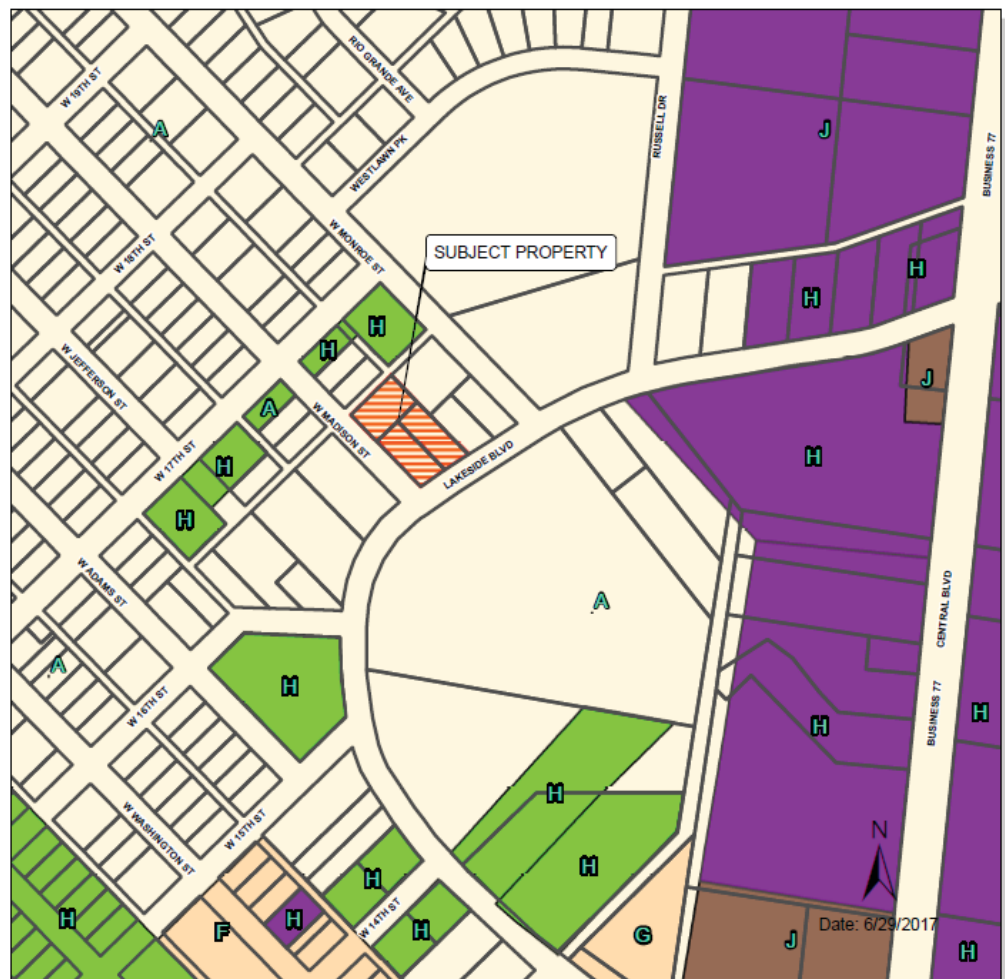


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property.

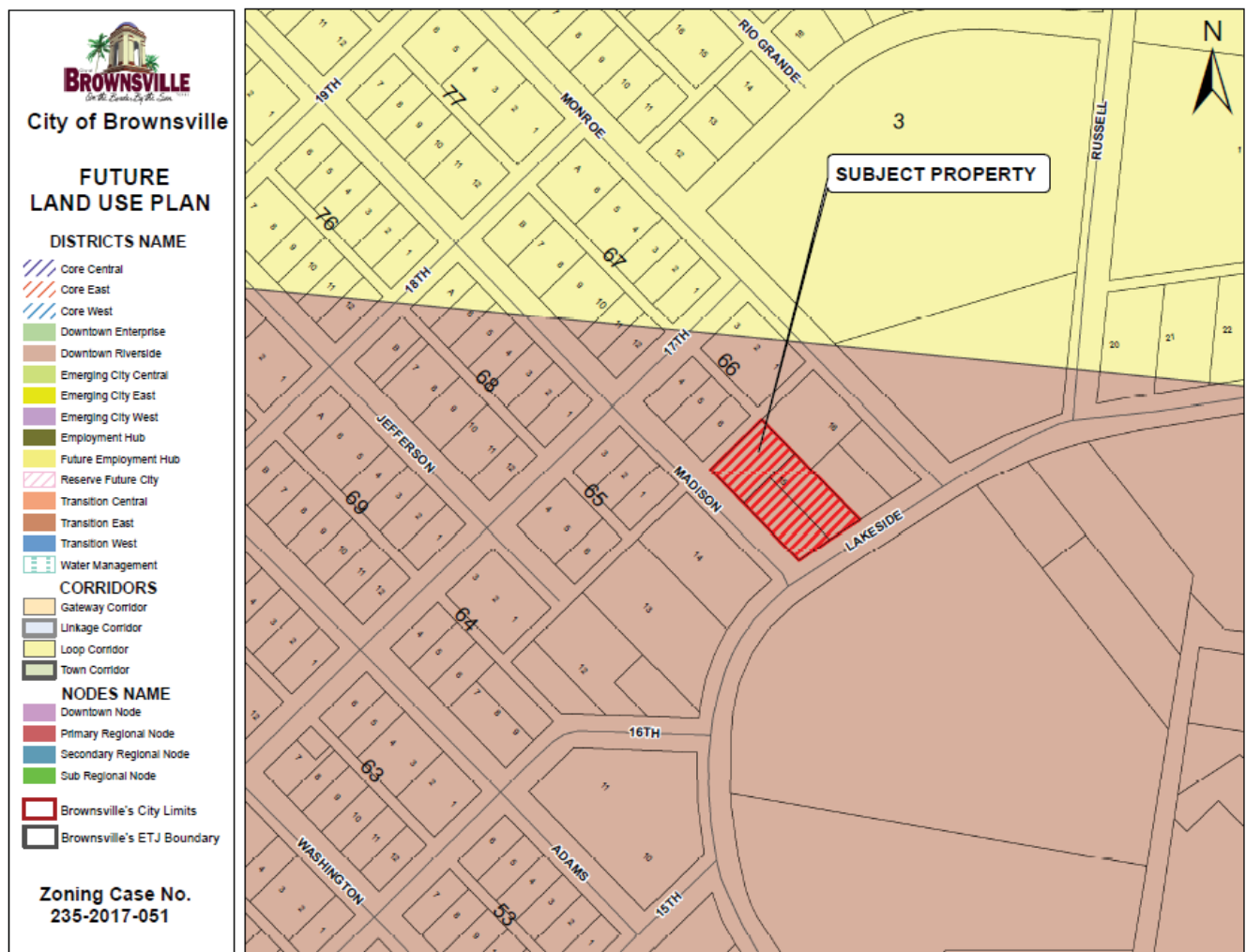


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Downtown Riverside District”. According to this plan, the land use in the Downtown Riverside District is a balanced mixture of residential, and commercial, with some institutional. Residential land uses should have an average density of 10 dwelling units per acre and should consist of single family houses, duplexes, triplexes, row houses, and some apartment buildings. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Downtown Riverside District)

The following map illustrates the Future Land Use Map. The subject property is within the Downtown Riverside District.



E. Review Criteria

Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?

The area surrounding the subject property is developed primarily of single family homes and apartments. It is the opinion of staff that the proposed zoning/use would generally be compatible.

Will the proposed amendment result in significant or burdensome demands on existing public facilities?

It is the opinion of staff that the proposed zoning/use would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?

It is the opinion of staff that the proposed zoning/use would generally complement existing development and it would not have adverse impacts on area property values.

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support the request to rezone from “Dwelling A” to “Apartment H”.



Submit

AGENDA REQUEST FORM

Item Number: **14.**

COMMISSION MEETING DATE: 8/1/17

DEPT: Planning

CONTACT Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input checked="" type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

PUBLIC HEARING and ACTION on FIRST READING on ORDINANCE NUMBER 235-2017-053: To rezone from Professional Office "A" (1CA) to General Retail "A" (4CA) for 3.15 acres for Lot 1, Block 1 of Cela Subdivision located at 827 N. Central Avenue, Brownsville, Texas 78520. (District 2)

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

On July 13, 2017 the Planning and Zoning Commission voted to recommend approval. Commissioners Ronald Mills, Derek Benavides, Francisco Orozco and Michael Reyes aye the motion. Commissioner Myles R. Garza nay the motion.

City Manager Approval

_____ Date: _____

ORDINANCE NUMBER 235-2017-053

AN ORDINANCE AMENDING THE “CITY ZONING ORDINANCE” BY AMENDING THE OFFICIAL ZONING ATLAS; AND DEALING WITH RELATED MATTERS INCLUDING \$2000 PENALTIES.

WHEREAS, this ordinance is in accordance with the City’s comprehensive plan; is consistent with the existing zoning surrounding the area to be rezoned; and bears a substantial relationship to the public health, safety, morals or general welfare; and all procedural requirements for the passage hereof have been met;

Be It Ordained by the City of Brownsville:

Section 1. That the City Commission of the City of Brownsville, Texas, hereby amends the “City Zoning Ordinance” by amending the Official Zoning Atlas so to rezone from Professional Office “A” (1CA) to General Retail “A” (4CA) for 3.15 acres for Lot 1, Block 1 of Cela Subdivision located at 827 N. Central Avenue, Brownsville, Texas 78520. (District 2); the area rezoned by this amendment being situated entirely within the corporate limits of Brownsville, Cameron County, Texas.

Section 2. That all provisions of Sections 180 through 221 of the City Zoning Ordinance are incorporated herein by reference and declared to be a part hereof; and that this ordinance shall become effective on the earliest date allowed by law.

INTRODUCED at a public hearing on **August 1, 2017**. Passed at First Reading on **August 1, 2017**. PASSED at Second and Final Reading and ADOPTED, APPROVED, and ENACTED on **August 15, 2017**.

(SEAL)

BY: _____
Antonio Martinez
Mayor

ATTEST: _____
Griselda Rosas
City Secretary



Zoning Application

Multi-Family/Office/Commercial/Retail/Industrial

- ☐ 0-1 Acres\$500.00
☒ 1-5. Acres\$750.00
☐ 5-10. Acres ...\$1,000.00
☐ 10. and Up\$1,500.00

- ☐ Planning and Zoning Commission
☐ City Commission

Single Family

- ☐ 0-1 Acres\$250.00
☐ 1-10. Acres\$500.00
☐ 10. and Up\$1,000.00

Tentative Date: _____

Tentative Date: _____

• For submittal requirements, see Appendix A. Zoning Processing Fees

Geographic ID #: 02/7929/0010/0010/00
Project Address: 827 N. Central Ave. Brownsville TX. 78521
Subdivision: Cela
Lot(s)/Block: Lot 1 Block 1
Current Area Classification: A Proposed Area Classification: A Gross Acreage: 3.158
Current Zoning: IC Proposed Zoning: 4C
Proposed Used: Retail Shopping Village Overlay Districts: none

* If property is not subdivided you will need to provide survey map and/or metes and bounds

* If the application is signed by the representative we need a notarized authorization letter from the owner.

Owner Information

Name: CTO Enterprises
Patrick D. Owen
Address: 1905 N. Illinois Ave.
City: Brownsville
State: TX Zip Code: 78521
Telephone: 956-639-2185
Fax: n/a
Email: VTSBrownsville@AOL.com
Signature: _____

Special Note: **INCOMPLETE APPLICATION WILL NOT BE ACCEPTED**

Representative/Agent Information

Name: Lou Gracia
Address: 1920 N. Vermillion Ave
City: Brownsville
State: TX Zip Code: 78521
Telephone: 956-909-0179
Fax: n/a
Email: VTSBrownsville@AOL.com
Signature: _____

Office Use Only

Date Submitted: June 16, 2017 Code: 2N30 Application Fee: \$750.00
Accepted By: Erika Espinoza Case Number 235- 2017-053

1034 E. LEVEE STREET 2ND FLOOR • CITY PLAZA • BROWNSVILLE, TEXAS 78520

PHONE (956) 548-6150 • FAX (956) 548-6144

Form-04-1003U



Use Districts

ZONING

- Dwelling (D)
- Dwelling/Retail (DR)
- Apartment (A)
- Professional Office (1C)
- Light Retail (2C)
- Medium Retail (3C)
- General Retail (4C)
- Light Commercial (5C)
- Medium Commercial (6C)
- Light Industrial (7C)
- Medium Industrial (8C)
- Heavy Industrial (9C)

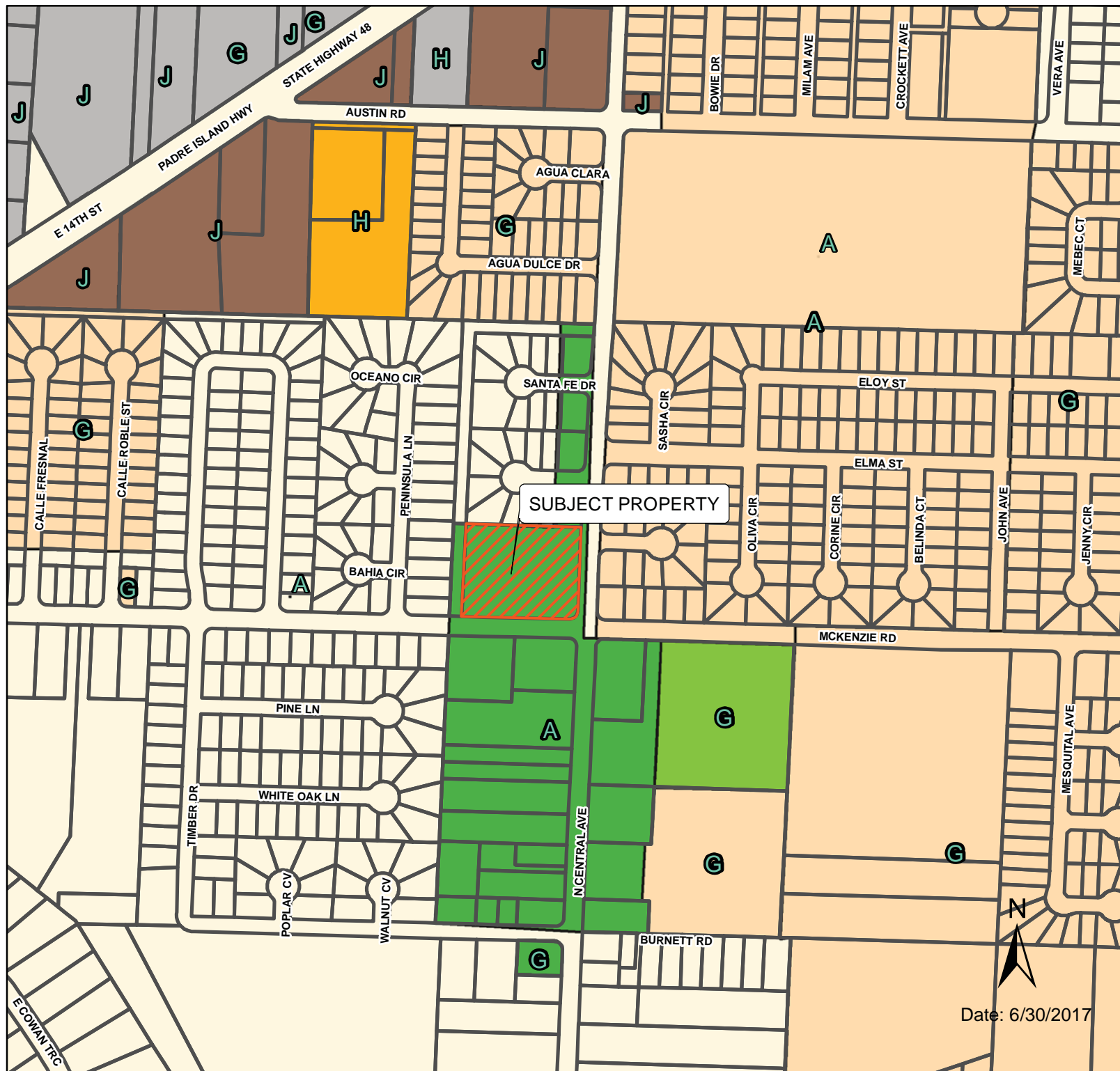
Rezoning Request:

Case # 235-2017-053

**CTO Enterprises/
Patrick D. Owen**

**Current Zoning:
Professional Office "A"
(1CA)**

**Proposed Zoning:
General Retail "A" (4CA)**





City of Brownsville

FUTURE LAND USE PLAN

DISTRICTS NAME

- Core Central
- Core East
- Core West
- Downtown Enterprise
- Downtown Riverside
- Emerging City Central
- Emerging City East
- Emerging City West
- Employment Hub
- Future Employment Hub
- Reserve Future City
- Transition Central
- Transition East
- Transition West
- Water Management

CORRIDORS

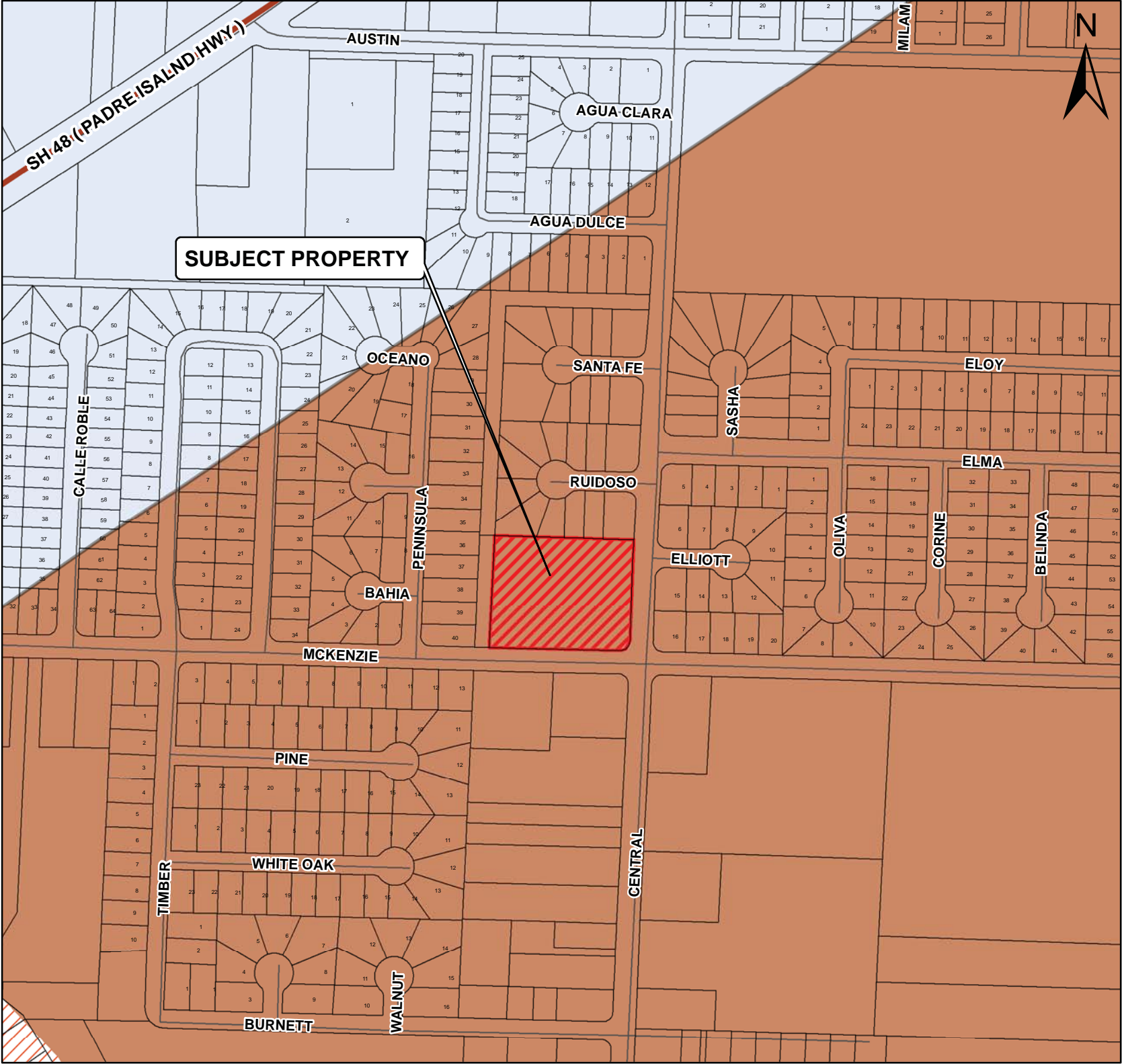
- Gateway Corridor
- Linkage Corridor
- Loop Corridor
- Town Corridor

NODES NAME

- Downtown Node
- Primary Regional Node
- Secondary Regional Node
- Sub Regional Node

- Brownsville's City Limits
- Brownsville's ETJ Boundary

Zoning Case No. 235-2017-053





Staff Report

A. Application Information

Applicant/Property Owner:	CTO Enterprises
Property ID:	02-7929-0010-0010-00
Case Number:	235-2017-053
Application Type:	Rezoning
Proposed Use:	Retail Shopping Village
Current Zoning District:	Professional Office "A"
Proposed Zoning District:	General Retail "A"
Date Application Submitted:	June 16, 2017
Planning & Zoning Commission Meeting Date:	July 13, 2017
City Commission Meeting Dates:	August 1, 2017 & August 15, 2017
City Commission District:	2
Annexation year:	1965-1984
Overlay in area:	N/A

B. Application Type/Background

The applicant is requesting to rezone from "Professional Office A" to "General Retail A".

C. Subject Property

The subject property is located on Lot 1, Block 1 of Cela Subdivision. This property is fronting N. Central Avenue, a secondary arterial. Single family homes are the predominant existing land uses within the subject property's immediate area. There are no major transportation improvements planned or programmed in the immediate area. The area is served with water and wastewater by the Brownsville Public Utilities (BPUB).

Existing land uses abutting the subject property are identified below and illustrated in Figure 2.

- North of the subject property are single family homes.
- East of the subject property are single family homes.
- South of the subject property is a day care, a Church, and single family homes.
- West of the subject property are single family homes.

Figure 1: Existing Zoning Map

The following map illustrates existing zoning of the subject property and properties within the immediate area.

- North: Dwelling
- South: Professional Office
- East: Dwelling
- West: Dwelling



Use Districts	
ZONING	
	Dwelling (D)
	Dwelling/Retail (DR)
	Apartment (A)
	Professional Office (1C)
	Light Retail (2C)
	Medium Retail (3C)
	General Retail (4C)
	Light Commercial (5C)
	Medium Commercial (6C)
	Light Industrial (7C)
	Medium Industrial (8C)
	Heavy Industrial (9C)

Rezoning Request:

Case # 235-2017-053
CTO Enterprises/
Patrick D. Owen

Current Zoning:
Professional Office "A"
(1CA)

Proposed Zoning:
General Retail "A" (4CA)

Brownsville Electoral District #2

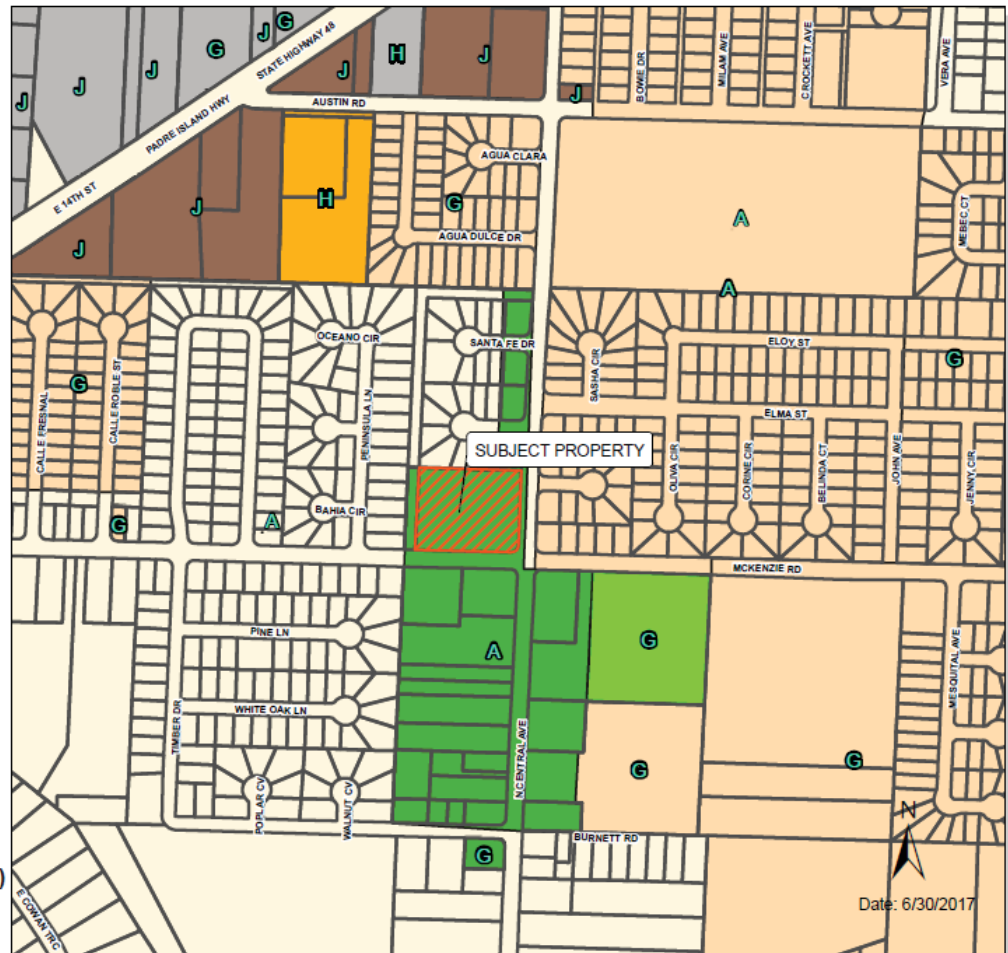
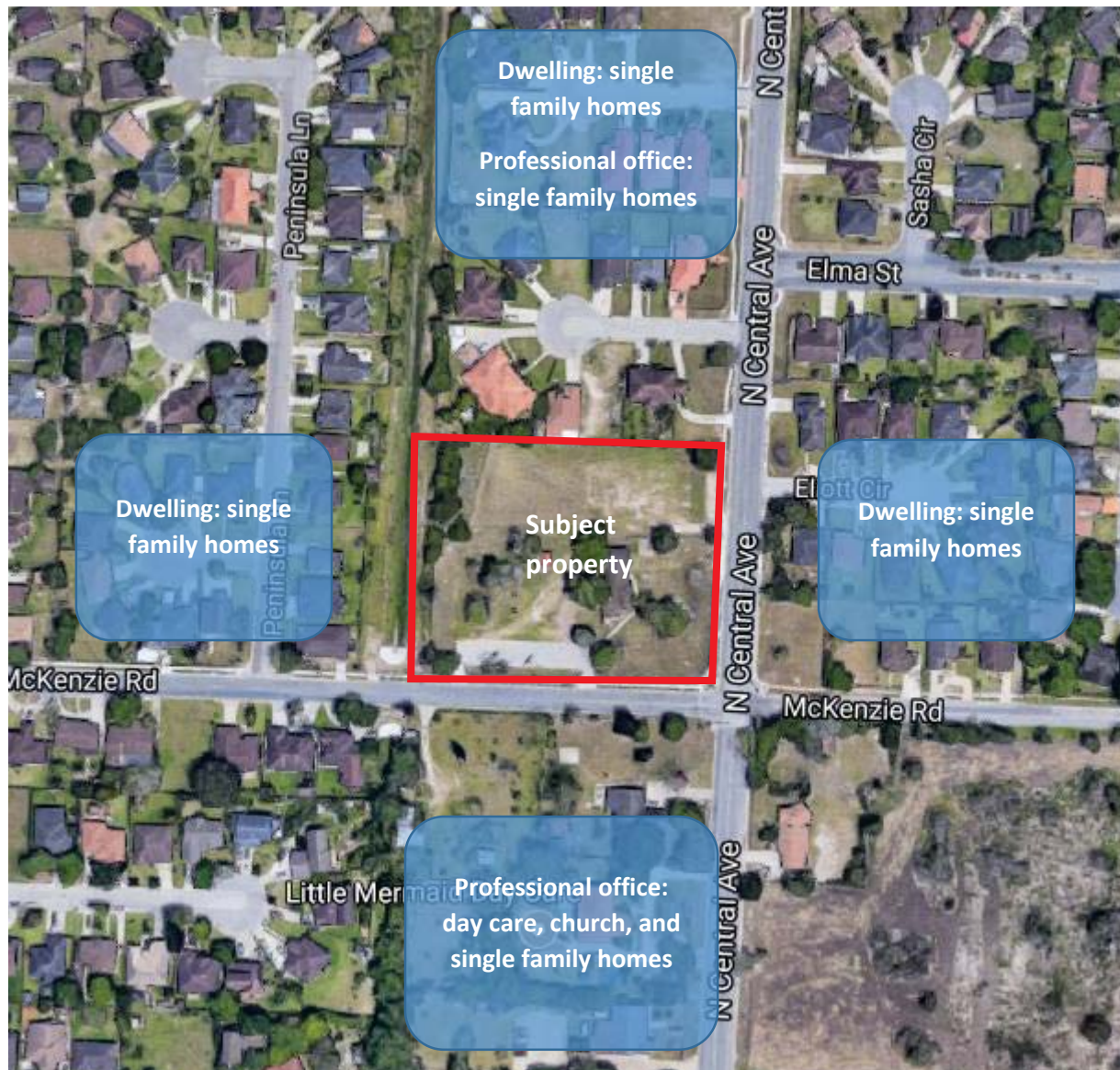


Figure 2: Existing Land Use Map

The following map illustrates existing land uses surrounding the subject property.

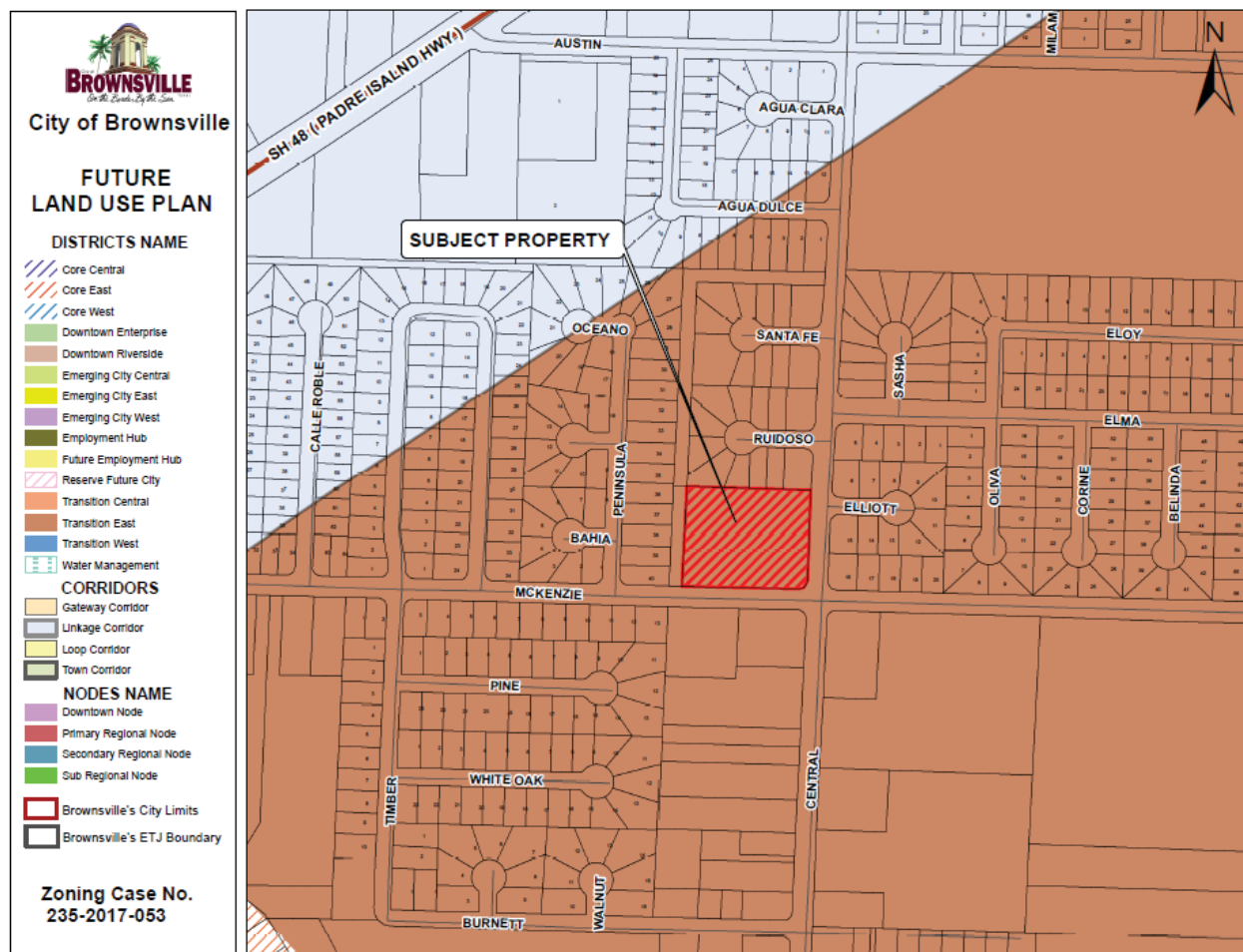


D. Future Land Plan Consistency

A review of the adopted City of Brownsville Comprehensive Plan and its Future Land Use Plan indicates that the subject property is located within the “Transition East District”. According to this plan, land use in the Transition East District should be approximately half residential, with the remaining uses a balanced of community facilities, commercial, institutional, and industrial land uses. The average FAR for these land uses should be 0.25 and represent a range from community and convenience retail to recreation centers to light manufacturing and storage facilities. Flexibility in this district is greatest for commercial and industrial land uses, allowing a transfer of value from the adjacent airport, Employment Hub District, and Linkage Corridor around FM 48. It is the opinion of staff that the request is consistent with the Comprehensive Plan and Future Land Use Plan.

Figure 3: Future Land Use Map (Transition East District)

The following map illustrates the Future Land Use Map. The subject property is within the Transition East District.



E. Review Criteria

Is the proposed amendment consistent with all applicable provisions of the Comprehensive Plan and Future Land Use Plan?

It is the opinion of staff that the request is consistent with the goals, objectives, and policies of the Comprehensive Plan and Future Land Use Plan.

Will the proposed district amendment be compatible with the character of the existing land uses in the adjacent and surrounding area and the peculiar suitability of the property for the proposed zoning use?

The area surrounding the subject property is developed primarily of single family homes. It is the opinion of staff that the proposed zoning/use would generally be compatible.

Will the proposed amendment result in significant or burdensome demands on existing public facilities?

It is the opinion of staff that the proposed zoning/use would not create significant or burdensome demands on public facilities such as water, wastewater, transportation, or schools.

Will the proposed amendment result in logical, timely and orderly development patterns that preserve the value of existing development?

It is the opinion of staff that the proposed zoning/use would generally complement existing development and it would not have adverse impacts on area property values.

F. Staff Recommendation

Based upon the analysis presented in this report and based on observations from the Planning Department staff, staff recommends to support the request to rezone from “Professional Office A” to “General Retail A”.



Submit

AGENDA REQUEST FORM

Item Number: **15.**

COMMISSION MEETING DATE: 8/1/17

DEPT: FINANCE

CONTACT LUPE GRANADO

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

Public Hearing to discuss the City's proposed Fiscal Year 2018 Budget.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

PURCHASING DEPARTMENT: **Date Reviewed:** _____ **By:** _____

Comments: _____

CITY ATTORNEY: **Date Reviewed:** _____ **By:** _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ **Date:** _____

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City of Brownsville PUBLIC COMMENT PERIOD

THE PUBLIC COMMENT PERIOD IS DESIGNATED FOR HEARING CONCERNS REGARDING CITY OF BROWNSVILLE PUBLIC POLICY OR CITY OF BROWNSVILLE BUSINESS THAT IS *NOT ON THE AGENDA*.

- DO NOT REQUEST A PUBLIC COMMENT FORM IF YOUR COMMENT DEALS WITH ANY **ITEM ON THE AGENDA OR A PUBLIC HEARING ITEM ON THE AGENDA.**
- THE "PUBLIC COMMENT FORM" IS DESIGNATED FOR SPEAKERS TO BE RECOGNIZED AND ADDRESS THE COMMISSION ON A SUBJECT THAT IS **NOT AN AGENDA ITEM OR A PUBLIC HEARING.**
- **ADDRESS THE COMMISSION AS A WHOLE – DO NOT DIRECT YOUR COMMENTS TO ANY INDIVIDUAL MEMBER OF THE COMMISSION.**
- **THE PUBLIC COMMENT PERIOD IS A TOTAL OF 15 MINUTES.**
- THERE IS A **THREE (3)-MINUTE TIME LIMIT** PER SPEAKER.
- NO **FORMAL** ACTION CAN BE TAKEN.
- FOR THE RECORD, THE SPEAKER **MUST IDENTIFY BY NAME** BEFORE SPEAKING.
- "PUBLIC COMMENT FORMS" ARE LOCATED ON THE SECOND FLOOR AT THE DESK OF CITY SECRETARY STAFF IN THE COMMISSION CHAMBERS (on the day of the meeting).
- **"PUBLIC COMMENT FORMS" ARE NOT RESERVED FOR ANYONE.**
- "PUBLIC COMMENT FORMS" Must be filled out and presented to THE CITY SECRETARY STAFF **NO LATER THAN 6:00 P.M.** TO BE RECOGNIZED.
- **"PUBLIC COMMENT FORMS" ARE NOT ACCEPTED AFTER 6:00 P.M.**
- **POWERPOINT PRESENTATIONS ARE NOT CONDUCTED DURING THE PUBLIC COMMENT PERIOD.** [For further information, contact The Office of the City Secretary at 548-6001]

PRESENTATIONS:

PERSONS/GROUPS SCHEDULED TO CONDUCT A PRESENTATION OR DISTRIBUTING HANDOUTS ASSOCIATED WITH A PRESENTATION TO THE COMMISSION MUST PROVIDE A COPY OF SAME TO THE CITY SECRETARY FOR THE RECORD.

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Submit

AGENDA REQUEST FORM

Item Number: **17.**

COMMISSION MEETING DATE: 8/1/17

City Secretary's
Office

DEPT: _____ CONTACT Griselda Rosas

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Consideration and ACTION to appoint two (2) City Commissioners to the Amigos Del Valle, Inc.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____

AMIGOS DEL VALLE, INC.

AUTHORITY FOR CREATION AND OPERATION:

The Amigos Del Valle, Inc. was established on August 1974 as a non-profit organization under Section 501 (c) (3) of the Internal Revenue Code to specifically continue provision of human services to the elders in the area. Amigos Del Valle, Inc. (ADV) was officially chartered on October 4, 1974 as a private non-profit organization under the State of Texas Non-Profit Corporation Act.

COMPOSITION:

The Board shall consist of Twenty-Three (23) members:

- Three (3) county members.
- Twelve (12) city governmental entities.
- One (1) banking/finance.
- Two (2) at-large members in the service area.
- Two (2) individual members in the service area.
- Members represent Cities and Counties in Cameron and Hidalgo and Willacy Counties.

METHOD OF APPOINTMENT:

The governmental entities appoint a member to Amigos del Valle.

TERMS OF OFFICE:

Each appointed member shall serve a term of one (1) year effective the beginning of the Fiscal Year October through September.

GENERAL POWERS AND DUTIES:

The purpose of the committee shall be to:

- A. Provide daily congregate meals to elder persons.
- B. Subsidized rental housing apartments to elder and disabled persons.
- C. Provide social services and social, recreational, educational, and health-related activities to such other elders in the service area.

The agency currently owns and manages elder and disabled multi-family rental housing apartment in the service area.

MEETING TIME AND PLACE:

Usual meeting location is in Mission, TX.

BOARD OF DIRECTORS FOR FISCAL YEAR OCTOBER 01, 2015 – SEPTEMBER 30, 2016

PRESENT MEMBERS & RESIDING DISTRICT:	ALTERNATE:	APPOINTED BY:
Comm. Richard Molina PRESIDENT		City of Edinburg
Comm. Gerardo Tafolla BOARD PRESIDENT		City of Weslaco
Mayor Pro-Tem Sonia Gallegos VICE PRESIDENT		City of Donna
Comm. Victor Leal BOAR SECRETARY		City of Harlingen
Emilio Vera, Jr. INTERMEDIATE PAST PRESIDENT		Willacy County At-Large
Comm. Deborah Portillo Appt. Tetreau(2) 1 st year (09/01/2016-09/01/2017)	Comm. Cesar de Leon Appt. Tetreau (2) 1 st year (09/01/2016-09/01/2017)	City of Brownsville
Comm. John L. Villarreal		City of Brownsville
Richard Garcia		City of Edinburg
Eleazar Guajardo		City of Pharr
Comm. Armando Lopez		City of Mercedes
Mayor Pro-Tem Norie Garza		City of Mission
Comm. Chris Tamez		City of Raymondville
Mayor Pro-Tem Antonio Gonzales		City of San Benito
Comm. Eduardo Gonzales		Willacy County
Basilio Sanchez		Cameron County
Jim Darling		City of Mcallen
Eleazar Guajardo		City of Pharr
San Juanita Sanchez		City of San Juan
Raul Gonzalez		Hidalgo County
Omar Quintanilla Finance Member		City of Mcallen
Alex Guerra		City Of Edinburg
Javier Villalobos Attorney		City of Mcallen

BANKING / FINANCE MEMBER:

Ms. Irma R. Garcia

MEMBER EMERITUS:

Mayor Norberto Salinas | City of Mission

CHAIRPERSON:

Mr. Emilio Vera, Jr., President | Willacy County At-Large

CITY STAFF CONTACT:

Charlie Cabler, City Manager | Office of the City Manager
 956/548-6007 (wk) | 956/546-4021 (fax) | E-mail: charlie@cob.us

RECORDING SECRETARY:

Anita Jenny
ajenny@advrgv.org / 956-581-9494

Amigos del Valle, Inc. | Program for Older Americans

Jose E. Garza, Executive Director 956/581-9494 x106 – Lydia Watson, Secretary | 956/581-9494 x110

1116 N. Conway Avenue | Mission, Texas 78572 | 956/581-9494 | Fax: 956/581-2210 or 584-5716

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Submit

AGENDA REQUEST FORM

Item Number: **18.**

COMMISSION MEETING DATE: 8/1/17

City Secretary's
Office

DEPT: _____ CONTACT Griselda Rosas

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

Consideration and ACTION to appoint a City Commissioner to the Brownsville Convention Visitors Bureau.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

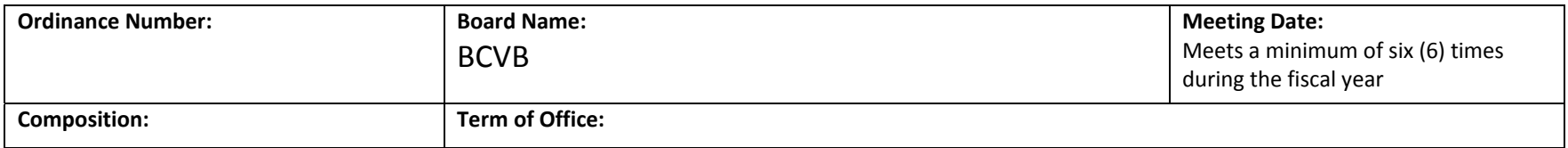
CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____



APPLICATIONS ON FILE - PROSPECTIVE BOARD MEMBERS - CANNOT SERVE ON MORE THAN 2 BOARDS

[illegible]



Submit

AGENDA REQUEST FORM

Item Number: **19.**

COMMISSION MEETING DATE: 08/01/2015

DEPT: Planning & Development

CONTACT: Constanza Miner

AGENDA

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: 5 _____	Agenda ___ Public Hearing ___ Contract ___ Grant <input checked="" type="checkbox"/> Action ___ Consent	Ordinance ___ First Reading ___ Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------

Brief Description of Agenda Item:

Consideration and ACTION to appoint (1) member and two (2) City staff members to the Main Street Advisory Board.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____

[illegible]



Main Street Advisory Board Appointments



Planning + Development Services Department

Board Member Requirements

- ▶ The Main Street Advisory Board shall consist of nine (9) members
- ▶ Seven (7) community members who are:
 - ▶ Downtown property/business owners
 - ▶ Supporters of downtown redevelopment
 - ▶ Knowledgeable about economic development, historic preservation, architecture, or other special disciplines important to the overall purpose of the Board
- ▶ Two (2) City employees
 - ▶ Planning Division
 - ▶ Office of Grant Management and Community Development



Board Members

- ▶ Edmund Cyganiewicz
- ▶ Ana Hernandez
- ▶ Larry Holtzman
- ▶ Larry Jokl
- ▶ Marco Ochoa
- ▶ Avi K. Schwarcz
- ▶ Luis Urquieta

Applicants

- Armando Ibarra



City Employee

Recommendation:

- ▶ Sylvia Ordeman, Grant Manager – Office of Grant Management and Community Development
- ▶ Francesca Linder, Planner – Planning and Development Services Department





Submit

AGENDA REQUEST FORM

Item Number: **20.**

COMMISSION MEETING DATE: 8/1/2017

Commission
DEPT: _____ CONTACT: Gowen/De Leon

AGENDA

Select One:

Executive Session (City Attorney Only)	Workshop	Presentation	Agenda	Ordinance
Time needed: _____ Action Item: _____	Time Needed: _____	Time Needed: _____	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading

Brief Description of Agenda Item:

Consideration and Action on Resolution 2017-044 EXPRESSING OPPOSITION TO CONSTRUCTION OF BORDER WALL IN OUR COMMUNITY AND THE ENTIRE BORDER REGION

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

Date: _____

RESOLUTION 2017-044

A RESOLUTION OF THE CITY COMMISSION OF BROWNSVILLE EXPRESSING OPPOSITION TO CONSTRUCTION OF BORDER WALL IN OUR COMMUNITY AND THE ENTIRE BORDER REGION

Whereas, the overwhelming majority of Brownsville residents adamantly oppose the border wall because the Brownsville community values all of its residents no matter their legal status, language, education, gender, race, class, sexuality, income, age, or physical ability;

Whereas, Brownsville residents have endured the construction of the current wall and can attest that it has not improved security;

Whereas, the billions of dollars that have been requested for new border walls can be invested in new infrastructure, job development and security, child care, after school programs, quality education, comprehensive health care systems, and any other needs for the Brownsville community;

Whereas, the current border wall has not increased safety for Brownsville residents but instead has negatively impacted our beautiful land and ecosystem as well as taken its toll on landowners by decreasing property values and locking them out of their country;

Whereas, the wall would cut off large swaths of land and divide residents' property and further break the core of our communities while destroys the strong relationships between neighbors that keep us safe;

Whereas, the additional wall will decrease the economic security of Brownsville by running directly through our business corridors, reducing tourism, and hindering our trade relationship with our Mexican neighbors who substantially contribute to the economy;

Whereas, current and proposed border wall have left hundreds of thousands of acres on in the United States and on the other side of the wall thereby severely impacting the highest and best use for the property.

Whereas, the eco-tourism industry brings over 500 million dollars annually and many of the sites attracting these tourists have or will be impacted by the border wall. Sabal Palm Sanctuary, Nature Conservancy Brownsville Preserve, Santa Ana Wildlife Refuge, and the National Butterfly Center are the anchors to the ecotourism industry but also some of the most pristine habitat for endangered species in the United States;

Whereas, the additional wall will increase the presence of ICE putting our neighbors at a higher risk of deportation, loss of job, and destruction of families by separating parents from children;

Whereas, this wall will add more barriers for young people trying to access quality education, food, healthcare and contribute to the social, political, and economic success of Brownsville;

Whereas, Brownsville is among the safest cities in Texas and the greater United States because we value community no matter our differences;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BROWNSVILLE:

THAT the City Commission for the City of Brownsville, and Brownsville residents, express strong opposition to any border walls built in our city and the border region because they would not make us safer but would detract from the economic well-being of the city and from the quality of life of our residents.

PASSED AND APPROVED this the _____ day of August, 2017.

CITY OF BROWNSVILLE, TEXAS

Antonio Martinez
Mayor

Attest:

Griselda Rosas
City Secretary

Approved as to Form and Legality:
This _____ day of _____,
2017

Mark E. Sossi
City Attorney

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Submit

AGENDA REQUEST FORM

Item Number: **21.**

COMMISSION MEETING DATE: 8/1/17

Finance

DEPT: CONTACT Lupe Grando

AGENDA

Lupe

Digitally signed by Lupe
DN: cn=Lupe, o=City of
Brownsville, ou=Finance Dept.,
email=lupe@cob.us, c=US
Date: 2017.07.26 18:27:09
-05'00'

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

Consideration and action to acknowledge the Cameron Appraisal District Chief Appraiser's certification of the City of Brownsville's 2017 tax roll.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____

CAMERON APPRAISAL DISTRICT

Richard Molina, Chief Appraiser
P.O. Box 10102021 Amistad Dr.
San Benito, Texas 78586-1010
www.cameroncad.org
956-399-9322
956-541-3365
956-428-8020
Fax: 956-399-6969



MEMBERS OF THE BOARD
Vicente Mendez, Chairman
David Garza, Vice-Chairman
David Argabright - Secretary
Gloria Casas
Cesar Lopez
J. Ruben Montemayor
Ricardo Morado
Bharat Patel
Jesse Villarreal
Tony Yzaguirre, Jr.

CERTIFICATION OF APPRAISAL ROLL TO ASSESSOR

2017

RE: SECTION §26.01 PROPERTY TAX CODE

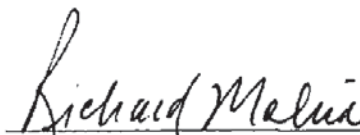
I, Richard Molina, Chief Appraiser for the Cameron Appraisal District,
certify that the Appraisal Review Board approved the appraisal records on July 14, 2017
and the part of those records as presented herein constitute the 2017 appraisal roll
for **CITY OF BROWNSVILLE**
Taxing Unit

ARB Approved Market Value: **\$7,248,769,055**

ARB Approved Net Taxable Value: **\$6,466,309,561**

Market Value Under ARB Review: **\$7,204,880**

*Value under ARB Review has a potential loss capacity of 2% - 4%.


Richard Molina, Chief Appraiser

July 17, 2017
Date

2017 CERTIFIED TOTALS

Property Count: 70,086

CBR - CITY OF BROWNSVILLE

ARB Approved Totals

7/13/2017

7:10:52PM

Land		Value			
Homesite:		727,499,753			
Non Homesite:		1,249,375,028			
Ag Market:		89,993,052			
Timber Market:		0	Total Land	(+)	2,066,867,833
Improvement		Value			
Homesite:		2,417,056,703			
Non Homesite:		1,875,019,858	Total Improvements	(+)	4,292,076,561
Non Real		Count	Value		
Personal Property:	5,848		889,824,661		
Mineral Property:	0		0		
Autos:	0		0	Total Non Real	(+)
				Market Value	=
					889,824,661
					7,248,769,055
Ag	Non Exempt		Exempt		
Total Productivity Market:	89,993,052		0		
Ag Use:	4,321,460		0	Productivity Loss	(-)
Timber Use:	0		0	Appraised Value	=
Productivity Loss:	85,671,592		0		7,163,097,463
				Homestead Cap	(-)
				Assessed Value	=
				Total Exemptions Amount	(-)
				(Breakdown on Next Page)	14,969,047
					7,148,128,416
					681,818,855
				Net Taxable	=
					6,466,309,561

Freeze	Assessed	Taxable	Actual Tax	Ceiling	Count			
DP	63,477,951	61,491,694	383,310.64	403,594.09	966			
DPS	665,870	665,870	4,239.94	4,406.35	10			
OV65	640,773,156	568,686,597	3,460,968.24	3,605,855.14	8,416			
Total	704,916,977	630,844,161	3,848,518.82	4,013,855.58	9,392	Freeze Taxable	(-)	630,844,161
Tax Rate	0.700613							
Transfer	Assessed	Taxable	Post % Taxable	Adjustment	Count			
DP	31,283	31,283	29,903	1,380	1			
OV65	1,952,798	1,716,962	1,633,971	82,991	15			
Total	1,984,081	1,748,245	1,663,874	84,371	16	Transfer Adjustment	(-)	84,371
						Freeze Adjusted Taxable	=	5,835,381,029

APPROXIMATE LEVY = (FREEZE ADJUSTED TAXABLE * (TAX RATE / 100)) + ACTUAL TAX
 44,731,956.91 = 5,835,381,029 * (0.700613 / 100) + 3,848,518.82

Tax Increment Finance Value: 0
 Tax Increment Finance Levy: 0.00

2017 CERTIFIED TOTALS

Property Count: 70,086

CBR - CITY OF BROWNSVILLE

ARB Approved Totals

7/13/2017

7:12:50PM

Exemption Breakdown

Exemption	Count	Local	State	Total
CH	24	18,311,819	0	18,311,819
CHODO	4	7,271,052	0	7,271,052
CHODO (Partial)	2	792,969	0	792,969
DP	990	0	0	0
DPS	10	0	0	0
DV1	168	0	1,458,000	1,458,000
DV1S	22	0	110,000	110,000
DV2	100	0	846,273	846,273
DV2S	6	0	45,000	45,000
DV3	135	0	1,400,461	1,400,461
DV3S	7	0	63,426	63,426
DV4	317	0	2,696,632	2,696,632
DV4S	46	0	473,000	473,000
DVHS	350	0	35,384,968	35,384,968
DVHSS	28	0	2,273,891	2,273,891
EX	3,094	0	388,855,686	388,855,686
EX (Prorated)	145	0	1,965,756	1,965,756
EX-XU	1	0	94,712	94,712
EX-XV	69	0	23,542,403	23,542,403
EX-XV (Prorated)	4	0	113,487	113,487
EX366	54	0	13,534	13,534
FR	68	132,955,401	0	132,955,401
HT	83	10,928,309	0	10,928,309
OV65	8,987	51,578,309	0	51,578,309
OV65S	30	102,000	0	102,000
PC	1	59,386	0	59,386
PPV	19	482,381	0	482,381
Totals		222,481,626	459,337,229	681,818,855

2017 CERTIFIED TOTALS

Property Count: 29

CBR - CITY OF BROWNSVILLE
Under ARB Review Totals

7/13/2017

7:10:52PM

Land		Value			
Homesite:		423,910			
Non Homesite:		1,234,089			
Ag Market:		0			
Timber Market:		0	Total Land	(+)	1,657,999
Improvement		Value			
Homesite:		1,021,480			
Non Homesite:		2,129,199	Total Improvements	(+)	3,150,679
Non Real		Count	Value		
Personal Property:	6		2,396,202		
Mineral Property:	0		0		
Autos:	0		0	Total Non Real	(+)
				Market Value	=
					2,396,202
					7,204,880
Ag	Non Exempt		Exempt		
Total Productivity Market:	0		0		
Ag Use:	0		0	Productivity Loss	(-)
Timber Use:	0		0	Appraised Value	=
Productivity Loss:	0		0		7,204,880
				Homestead Cap	(-)
				Assessed Value	=
				Total Exemptions Amount	(-)
				(Breakdown on Next Page)	1,115,205
				Net Taxable	=
					6,027,656

Freeze	Assessed	Taxable	Actual Tax	Ceiling	Count			
OV65	726,111	696,111	4,570.85	4,695.52	5			
Total	726,111	696,111	4,570.85	4,695.52	5	Freeze Taxable	(-)	696,111
Tax Rate	0.700613							
						Freeze Adjusted Taxable	=	5,331,545

APPROXIMATE LEVY = (FREEZE ADJUSTED TAXABLE * (TAX RATE / 100)) + ACTUAL TAX

41,924.35 = 5,331,545 * (0.700613 / 100) + 4,570.85

Tax Increment Finance Value:

0

Tax Increment Finance Levy:

0.00

2017 CERTIFIED TOTALS

Property Count: 29

CBR - CITY OF BROWNSVILLE
Under ARB Review Totals

7/13/2017

7:12:50PM

Exemption Breakdown

Exemption	Count	Local	State	Total
FR	1	1,085,205	0	1,085,205
OV65	5	30,000	0	30,000
Totals		1,115,205	0	1,115,205

2017 CERTIFIED TOTALS

Property Count: 70,115

CBR - CITY OF BROWNSVILLE

Grand Totals

7/13/2017

7:10:52PM

Land		Value			
Homesite:		727,923,663			
Non Homesite:		1,250,609,117			
Ag Market:		89,993,052			
Timber Market:		0	Total Land	(+)	2,068,525,832
Improvement		Value			
Homesite:		2,418,078,183			
Non Homesite:		1,877,149,057	Total Improvements	(+)	4,295,227,240
Non Real		Count	Value		
Personal Property:	5,854		892,220,863		
Mineral Property:	0		0		
Autos:	0		0	Total Non Real	(+)
				Market Value	=
					892,220,863
					7,255,973,935
Ag	Non Exempt		Exempt		
Total Productivity Market:	89,993,052		0		
Ag Use:	4,321,460		0	Productivity Loss	(-)
Timber Use:	0		0	Appraised Value	=
Productivity Loss:	85,671,592		0		85,671,592
				Homestead Cap	(-)
				Assessed Value	=
					15,031,066
				Total Exemptions Amount (Breakdown on Next Page)	(-)
					682,934,060
				Net Taxable	=
					6,472,337,217

Freeze	Assessed	Taxable	Actual Tax	Ceiling	Count		
DP	63,477,951	61,491,694	383,310.64	403,594.09	966		
DPS	665,870	665,870	4,239.94	4,406.35	10		
OV65	641,499,267	569,382,708	3,465,539.09	3,610,550.66	8,421		
Total	705,643,088	631,540,272	3,853,089.67	4,018,551.10	9,397	Freeze Taxable	(-)
Tax Rate	0.700613						631,540,272
Transfer	Assessed	Taxable	Post % Taxable	Adjustment	Count		
DP	31,283	31,283	29,903	1,380	1		
OV65	1,952,798	1,716,962	1,633,971	82,991	15		
Total	1,984,081	1,748,245	1,663,874	84,371	16	Transfer Adjustment	(-)
						Freeze Adjusted Taxable	=
							5,840,712,574

APPROXIMATE LEVY = (FREEZE ADJUSTED TAXABLE * (TAX RATE / 100)) + ACTUAL TAX
 44,773,881.26 = 5,840,712,574 * (0.700613 / 100) + 3,853,089.67

Tax Increment Finance Value: 0
 Tax Increment Finance Levy: 0.00

2017 CERTIFIED TOTALS

Property Count: 70,115

CBR - CITY OF BROWNSVILLE

Grand Totals

7/13/2017

7:12:50PM

Exemption Breakdown

Exemption	Count	Local	State	Total
CH	24	18,311,819	0	18,311,819
CHODO	4	7,271,052	0	7,271,052
CHODO (Partial)	2	792,969	0	792,969
DP	990	0	0	0
DPS	10	0	0	0
DV1	168	0	1,458,000	1,458,000
DV1S	22	0	110,000	110,000
DV2	100	0	846,273	846,273
DV2S	6	0	45,000	45,000
DV3	135	0	1,400,461	1,400,461
DV3S	7	0	63,426	63,426
DV4	317	0	2,696,632	2,696,632
DV4S	46	0	473,000	473,000
DVHS	350	0	35,384,968	35,384,968
DVHSS	28	0	2,273,891	2,273,891
EX	3,094	0	388,855,686	388,855,686
EX (Prorated)	145	0	1,965,756	1,965,756
EX-XU	1	0	94,712	94,712
EX-XV	69	0	23,542,403	23,542,403
EX-XV (Prorated)	4	0	113,487	113,487
EX366	54	0	13,534	13,534
FR	69	134,040,606	0	134,040,606
HT	83	10,928,309	0	10,928,309
OV65	8,992	51,608,309	0	51,608,309
OV65S	30	102,000	0	102,000
PC	1	59,386	0	59,386
PPV	19	482,381	0	482,381
Totals		223,596,831	459,337,229	682,934,060

2017 CERTIFIED TOTALS

Property Count: 70,086

CBR - CITY OF BROWNSVILLE
ARB Approved Totals

7/13/2017

7:12:50PM

State Category Breakdown

State Code	Description	Count	Acres	New Value Market	Market Value
A	SINGLE FAMILY RESIDENCE	45,564		\$58,333,339	\$3,772,900,309
B	MULTIFAMILY RESIDENCE	2,241		\$9,343,988	\$295,961,290
C1	VACANT LOTS AND LAND TRACTS	8,416		\$41,105	\$260,667,296
D1	QUALIFIED OPEN-SPACE LAND	462	18,613.9569	\$0	\$89,993,052
D2	IMPROVEMENTS ON QUALIFIED OPEN SP	4		\$0	\$258,782
E	RURAL LAND, NON QUALIFIED OPEN SPA	276	3,370.7278	\$26,384	\$28,280,483
F1	COMMERCIAL REAL PROPERTY	3,623		\$16,215,147	\$1,389,283,278
F2	INDUSTRIAL AND MANUFACTURING REAL	54		\$759,121	\$58,525,552
J2	GAS DISTRIBUTION SYSTEM	9		\$0	\$6,693,012
J3	ELECTRIC COMPANY (INCLUDING CO-OP)	34		\$0	\$17,143,366
J4	TELEPHONE COMPANY (INCLUDING CO-O	15		\$0	\$10,161,766
J5	RAILROAD	25		\$0	\$8,592,666
J6	PIPELAND COMPANY	6		\$0	\$1,504,004
J7	CABLE TELEVISION COMPANY	1		\$0	\$3,042,330
J8	OTHER TYPE OF UTILITY	134		\$0	\$16,059,020
L1	COMMERCIAL PERSONAL PROPERTY	5,290		\$2,211,278	\$491,880,308
L2	INDUSTRIAL AND MANUFACTURING PERS	160		\$0	\$302,239,513
M1	TANGIBLE OTHER PERSONAL, MOBILE H	1,451		\$1,861,485	\$11,834,679
O	RESIDENTIAL INVENTORY	431		\$321,021	\$7,494,809
S	SPECIAL INVENTORY TAX	174		\$0	\$34,809,741
X	TOTALLY EXEMPT PROPERTY	3,415		\$2,024,072	\$441,443,799
	Totals		21,984.6847	\$91,136,940	\$7,248,769,055

2017 CERTIFIED TOTALS

Property Count: 29

CBR - CITY OF BROWNSVILLE
Under ARB Review Totals

7/13/2017

7:12:50PM

State Category Breakdown

State Code	Description	Count	Acres	New Value Market	Market Value
A	SINGLE FAMILY RESIDENCE	14		\$697	\$1,794,436
B	MULTIFAMILY RESIDENCE	1		\$725,416	\$738,396
C1	VACANT LOTS AND LAND TRACTS	4		\$0	\$115,368
F1	COMMERCIAL REAL PROPERTY	4		\$0	\$2,160,478
L1	COMMERCIAL PERSONAL PROPERTY	5		\$1,105,164	\$1,282,867
L2	INDUSTRIAL AND MANUFACTURING PERS	1		\$0	\$1,113,335
	Totals		0.0000	\$1,831,277	\$7,204,880

2017 CERTIFIED TOTALS

Property Count: 70,115

CBR - CITY OF BROWNSVILLE

Grand Totals

7/13/2017

7:12:50PM

State Category Breakdown

State Code	Description	Count	Acres	New Value Market	Market Value
A	SINGLE FAMILY RESIDENCE	45,578		\$58,334,036	\$3,774,694,745
B	MULTIFAMILY RESIDENCE	2,242		\$10,069,404	\$296,699,686
C1	VACANT LOTS AND LAND TRACTS	8,420		\$41,105	\$260,782,664
D1	QUALIFIED OPEN-SPACE LAND	462	18,613.9569	\$0	\$89,993,052
D2	IMPROVEMENTS ON QUALIFIED OPEN SP	4		\$0	\$258,782
E	RURAL LAND, NON QUALIFIED OPEN SPA	276	3,370.7278	\$26,384	\$28,280,483
F1	COMMERCIAL REAL PROPERTY	3,627		\$16,215,147	\$1,391,443,756
F2	INDUSTRIAL AND MANUFACTURING REAL	54		\$759,121	\$58,525,552
J2	GAS DISTRIBUTION SYSTEM	9		\$0	\$6,693,012
J3	ELECTRIC COMPANY (INCLUDING CO-OP)	34		\$0	\$17,143,366
J4	TELEPHONE COMPANY (INCLUDING CO-O	15		\$0	\$10,161,766
J5	RAILROAD	25		\$0	\$8,592,666
J6	PIPELAND COMPANY	6		\$0	\$1,504,004
J7	CABLE TELEVISION COMPANY	1		\$0	\$3,042,330
J8	OTHER TYPE OF UTILITY	134		\$0	\$16,059,020
L1	COMMERCIAL PERSONAL PROPERTY	5,295		\$3,316,442	\$493,163,175
L2	INDUSTRIAL AND MANUFACTURING PERS	161		\$0	\$303,352,848
M1	TANGIBLE OTHER PERSONAL, MOBILE H	1,451		\$1,861,485	\$11,834,679
O	RESIDENTIAL INVENTORY	431		\$321,021	\$7,494,809
S	SPECIAL INVENTORY TAX	174		\$0	\$34,809,741
X	TOTALLY EXEMPT PROPERTY	3,415		\$2,024,072	\$441,443,799
	Totals		21,984.6847	\$92,968,217	\$7,255,973,935

2017 CERTIFIED TOTALS

Property Count: 70,115

CBR - CITY OF BROWNSVILLE

Effective Rate Assumption

7/13/2017

7:12:50PM

New Value

TOTAL NEW VALUE MARKET:	\$92,968,217
TOTAL NEW VALUE TAXABLE:	\$90,368,685

New Exemptions

Exemption	Description	Count		
EX	Exempt	54	2016 Market Value	\$3,161,358
EX-XV	Other Exemptions (including public property, re	24	2016 Market Value	\$1,813,934
EX366	HB366 Exempt	22	2016 Market Value	\$130,261
ABSOLUTE EXEMPTIONS VALUE LOSS				\$5,105,553

Exemption	Description	Count	Exemption Amount
DP	Disability	36	\$0
DPS	DISABLED Surviving Spouse	2	\$0
DV1	Disabled Veterans 10% - 29%	31	\$246,000
DV1S	Disabled Veterans Surviving Spouse 10% - 29%	3	\$15,000
DV2	Disabled Veterans 30% - 49%	19	\$165,000
DV2S	Disabled Veterans Surviving Spouse 30% - 49%	1	\$7,500
DV3	Disabled Veterans 50% - 69%	22	\$236,000
DV4	Disabled Veterans 70% - 100%	52	\$473,966
DV4S	Disabled Veterans Surviving Spouse 70% - 100%	6	\$59,000
DVHS	Disabled Veteran Homestead	45	\$4,325,906
DVHSS	Disabled Veteran Homestead Surviving Spouse	1	\$146,603
OV65	Over 65	686	\$3,912,430
OV65S	OV65 Surviving Spouse	7	\$18,000
PARTIAL EXEMPTIONS VALUE LOSS		911	\$9,605,405
NEW EXEMPTIONS VALUE LOSS			\$14,710,958

Increased Exemptions

Exemption	Description	Count	Increased Exemption Amount
INCREASED EXEMPTIONS VALUE LOSS			
TOTAL EXEMPTIONS VALUE LOSS			\$14,710,958

New Ag / Timber Exemptions**New Annexations****New Deannexations**

Count	Market Value	Taxable Value
286	\$20,534,677	\$19,367,205

Average Homestead Value**Category A and E**

Count of HS Residences	Average Market	Average HS Exemption	Average Taxable
24,440	\$90,839	\$604	\$90,235
Category A Only			

Count of HS Residences	Average Market	Average HS Exemption	Average Taxable
24,410	\$90,811	\$605	\$90,206

2017 CERTIFIED TOTALS**CBR - CITY OF BROWNSVILLE
Lower Value Used**

Count of Protested Properties	Total Market Value	Total Value Used
29	\$7,204,880.00	\$5,324,547

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Submit

AGENDA REQUEST FORM

Item Number: **22.**

COMMISSION MEETING DATE: 8/1/17

Finance

DEPT: _____

CONTACT Lupe Grando

AGENDA

Lupe
Digitally signed by Lupe
DN: cn=Lupe, o=City of
Brownsville, ou=Finance Dept.,
email=lupegc@brownsville.tx.us
Date: 2017.07.26 18:36:20 -0500

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

Consideration and action to acknowledge the Finance Director's certification of the estimated ad valorem tax debt collection rate for the tax year 2017 and the excess debt tax collections for tax year 2016.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____

**CITY OF BROWNSVILLE, TEXAS
OFFICE OF THE FINANCE DIRECTOR
PHONE: 956-548-6019
FAX: 956-546-1763 OR
956-546-2270
email: lupe@cob.us
MEMORANDUM**

TO: CHARLIE CABLER, CITY MANAGER

FROM: LUPE GRANADO III, FINANCE DIRECTOR

DATE: JULY 26, 2017

**SUBJECT: ESTIMATED DEBT COLLECTION RATE FOR TAX YEAR
2017 AND EXCESS DEBT COLLECTIONS FOR TAX YEAR
2016**

Truth-in-taxation laws, as written in the Property Tax Code, state that a taxing unit that levies a debt tax must consider anticipated collections in calculating the debt component of its rollback tax rate. The collector for such a unit must certify two items to the governing body:

1. The estimated debt collection rate for tax year 2017, and
2. Excess debt tax collections for tax year 2016.

I, as the designated tax collector for the city, certify that the estimated debt collection rate for tax year 2017 will be 100%. The 100% collection ratio has also been certified by Mr. Tony Yzaguirre, Cameron County Tax Collector. Even though we will not know the precise amount until the period (next year) is over, truth-in-taxation laws require an estimate.

We also certify that the excess debt tax collections for tax year 2016 were \$0. Attached is a schedule showing this computation.

CITY OF BROWNSVILLE, TEXAS
2017 ROLLBACK TAX RATE WORKSHEET

Debt Collections From July 1, 2016 Through June 30, 2017 (Amount provided by the Cameron County Tax Office)	15,472,696.47
2016 Rollback Worksheet Line #34 Adjusted 2016 Debt	<u>(14,256,133.00)</u>
Excess Debt Collection - The City Collected More Than 100%	<u>1,216,563</u>
2017 Rollback Worksheet Line #33 Certified 2016 Excess Certified 2016 Excess Debt Collections Is Zero	<u><u>0</u></u>

Note: Last year the collector or the chief financial officer projected a 2016 collection rate of 100% and since the City collected more than 100%, the collector or the chief financial officer certifies excess debt collections of "\$0".

The chief financial officer is again projecting an anticipated 2017 collection rate of 100%.

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Submit

AGENDA REQUEST FORM

Item Number: **23.**

COMMISSION MEETING DATE: 8/1/17

Finance
DEPT: _____

CONTACT Lupe Grando

AGENDA

Lupe

Digitally signed by Lupe
DN: cn=Lupe, o=City of
Brownsville, ou=Finance Dept.,
email=lupe@cob.us, c=US
Date: 2017.07.26 18:40:44 -05'00'

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

Consideration and action to acknowledge the Finance Director's calculation of the City's effective and rollback ad valorem tax rates for tax year 2017 or Fiscal Year 2018.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

Date: _____

	A	B	C	D	E	F	G	H	I
1					CITY OF BROWNSVILLE, TEXAS				
2					2017 Effective Tax Rate Worksheet,				
3					2017 Rollback Tax Rate Worksheet, and				
4					Additional Sales Tax Rate Worksheet				
5									
6					2017 Effective Tax Rate Worksheet				
7									
8	1.				2016 taxable value (provided by appraisal district				
9					on certified tax roll schedule) - amount supplied by CAD supplement 26				6,292,705,044
10					or page 1 of 210				
11									
12	2.				2016 tax ceilings. Cities enter 2016 total taxable value of homesteads				
13					with tax ceilings. These include the homesteads of homeowners age				
14					65 or older or disabled.- amount supplied by CAD; page 1 of 210				623,599,047
15					or page 1 of 1 rate assumption				
16									
17	3.				Preliminary 2016 adjusted taxable value				5,669,105,997
18					(subtract line 2 from line 1)				
19									
20	4.				2016 tax rate (per \$100)				0.700613
21									
22	5.				2016 taxable value lost because court appeals of				
23					ARB reduced 2016 appraised value:				
24	A.				Original 2016 ARB Values: amount supplied by CAD, settled lawsuits.		7,857,504		
25	B.				2016 values resulting from final				
26					court decisions - amount supplied by CAD		4,204,123		
27	C.				2016 values lost. Subtract B from A				3,653,381
28									
29	6.				2016 taxable value, adjusted for court-ordered				
30					reductions. Add line 3 and line 5C.				5,672,759,378
31									
32	7.				2016 taxable value of property in territory the unit				
33					deannexed after January 1, 2016 - supplied by CAD				19,367,205
34									
35	8.				2016 taxable value lost because property first qualified				
36					for an exemption in 2017				
37	A.				Absolute exemptions. Use 2016 market value - amount supplied by CAD		5,105,553		
38	B.				Partial exemptions. 2016 exemption amount, or				
39					2017 percentage exemption times 2016 value - amount supplied by CAD		9,605,405		
40	C.				Value loss. Total of A and B.				14,710,958
41									
42	9				2016 taxable value lost because property first qualified for				
43					agricultural appraisal (1-d-1), timber appraisal, recreational/				
44					scenic appraisal, or public access airport special appraisal, in 2016.				
45	A.				2016 market value - Amount supplied by CAD		0		
46	B.				2017 productivity or special appraised value: supplied by CAD		0		
47	C.				Value loss. Subtract B from A:				0
48									
49	10.				Total adjustments for lost value. Add lines 7, 8C, and 9C.				34,078,163
50									
51	11.				2016 adjusted taxable value. Subtract line 10 from line 6.				5,638,681,215

	A	B	C	D	E	F	G	H	I
1					CITY OF BROWNSVILLE, TEXAS				
2					2017 Effective Tax Rate Worksheet,				
3					2017 Rollback Tax Rate Worksheet, and				
4					Additional Sales Tax Rate Worksheet				
5									
52									
53	12.	Adjusted 2016 taxes. Multiply line 4 times line 11 and divide by 100.							39,505,333
54									
55	13.	Taxes refunded for years preceding tax year 2016: amount supplied by CCTO							38,272
56									
57	14.	Taxes in tax increment financing (TIF) for tax year 2016: CAD/county.							67,298
58									
59	15.	Adjusted 2016 taxes with refunds. Add lines 12 and 13, subtract							
60		line 14.							39,476,307
61									
62	16.	Total 2017 taxable value on the 2017 certified appraisal roll today.							
63	A.	Certified values only: - amount supplied by CAD					6,466,309,561		
64	B.	Counties: Include railroad rolling stock values certified by the							
65		State Comptroller:					0		
66	C.	Pollution control exemption: Deduct the value of property							
67		exempted for the current tax year for the first time as pollution							
68		control property (use this line based on attorney's advice):					0		
69	D.	Tax increment financing: Supplied by CAD/county					19,451,302		
70	E.	Total 2017 value. Add A and B, subtract C and D:							6,446,858,259
71									
72	17.	Total value of properties under protest or not included on certified							
73		appraisal roll.							
74	A.	2017 taxable value of properties under protest.- amount supplied by CAD					5,324,547		
75	B.	2017 value of properties not under protest or not included on							
76		certified appraisal roll.					0		
77	C.	Total value under protest or not certified. Add A and B:							5,324,547
78									
79	18.	2017 Tax Ceilings. Enter 2017 taxable value of homesteads with							
80		tax ceilings. These include the homesteads of homeowners age 65							
81		or older or disabled.- amount supplied by CAD							630,928,532
82									
83	19.	2017 total taxable value. Add lines 16E and 17C. Subtract line 18.							5,821,254,274
84									
85	20.	Total 2017 taxable value of properties in territory annexed after							
86		January 1, 2017.- Supplied by CAD							0
87									
88	21.	Total 2017 taxable value of new improvements and new personal							
89		property located in new improvements.- amount supplied by CAD, page 21 of 428							90,368,685
90									
91	22.	Total adjustments to the 2017 taxable value. Add lines 20 and 21.							90,368,685
92									
93	23.	2017 adjusted taxable value. Subtract line 22 from line 19.							5,730,885,589
94									
95	24.	2017 effective tax rate. Divide line 15 by line 23 and multiply by 100.							0.688834
96									
97	25.	Counties only.							0

	A	B	C	D	E	F	G	H	I
1					CITY OF BROWNSVILLE, TEXAS				
2					2017 Effective Tax Rate Worksheet,				
3					2017 Rollback Tax Rate Worksheet, and				
4					Additional Sales Tax Rate Worksheet				
5									
98									
99									
100			2016 Rollback Tax Rate Worksheet						
101									
102	26.		2016 maintenance and operations tax rate.						0.449303
103									
104	27.		2016 adjusted taxable value. Enter the amount from line 11.						5,638,681,215
105	28.		2016 maintenance and operations taxes.						
106	A.		Multiply line 26 by line 27 and divide by 100:				25,334,763		
107	B.		Plus Cities, counties, and hospital districts with additional sales tax:						
108			Amount of additional sales tax collected and spent on maintenance						
109			and operations in 2016 - finance department calculations				9,320,711		
110	C.		Plus Counties				0		
111	D.		Plus Transferring function:				0		
112	E.		Plus Taxes refunded for years preceding tax year 2016: Amt. supplied by CC				24,754		
113	F.		Plus Enhanced indigent health care expenditures:				0		
114	G.		Minus Taxes in tax increment financing (TIF) CAD/county.				43,158		
115	H.		Adjusted M&O Taxes. Add A, B, C, E, and F						34,637,070
116									
117	29.		2017 Adjusted taxable value.						
118	A.		Enter line 23 from the effective tax rate worksheet.				5,730,885,589		5,730,885,589
119									
120	30.		2017 calculated maintenance and operations rate.						
121			Divide line 28H by line 29 and multiply by 100.						0.604393
122									
123	31.		2017 rollback maintenance and operation rate.						
124			Counties, cities, and others: Multiply line 30 by 1.08.						0.652744
125									
126	32.		Total 2017 debt to be paid with property taxes and additional sales						
127			tax revenue.						14,611,287
128									
129	33.		Certified 2016 excess debt collections. Enter the amount certified						
130			by the collector.						0
131									
132	34.		Adjusted 2017 debt. Subtract line 33 from line 32.						14,611,287
133									
134	35.		Certified 2017 anticipated collection rate. Enter the rate certified						
135			by the collector. If the rate is 100 percent or greater, enter 100 percent						100.00%
136									
137	36.		2017 debt adjusted for collections. Divide line 34 by line 35.						14,611,287
138									
139	37.		2017 total taxable value. Enter the amount on line 19.						5,821,254,274
140									
141	38.		2017 debt tax rate. Divide line 36 by line 37 and multiply by 100.						0.250998
142									
143	39.		2017 rollback tax rate. Add lines 31 and 38.						0.903742

	A	B	C	D	E	F	G	H	I
1					CITY OF BROWNSVILLE, TEXAS				
2					2017 Effective Tax Rate Worksheet,				
3					2017 Rollback Tax Rate Worksheet, and				
4					Additional Sales Tax Rate Worksheet				
5									
144									
145	40.	Counties Only.							0
146									
147		Additional Sales Tax Rate Worksheet							
148									
149	41.	Units that adopted the sales tax in August or November 2016 or May 2017.							0
150									
151	42.	Estimated sales tax revenue.							
152		Units that adopted the sales tax before November 2016. Enter the							
153		sales tax revenue for the previous four quarters. Do not multiply .95							
154		amount supplied by the finance department						9,148,610	
155									
156	43.	2017 total taxable value. Enter the amount from line 37 of the rollback							
157		tax rate worksheet.						5,821,254,274	
158									
159	44.	Sales tax adjustment rate. Divide line 42 by line 43 and multiply by 100.						0.157159	
160									
161	45.	2017 effective tax rate, unadjusted for sales tax. Enter the rate from							
162		line 24 or 25, as applicable, on the effective tax rate worksheet.						0.688834	
163									
164	46.	2017 effective tax rate, adjusted for sales tax.							
165		Units that adopted the sales tax before August 2002. Enter line 45.						0.688834	
166		Do not subtract.							
167									
168	47.	2017 rollback tax rate, unadjusted for sales tax. Enter the rate from							
169		line 39 or 40, as applicable, of the rollback tax rate worksheet.						0.903741	
170									
171	48.	2017 rollback tax rate, adjusted for sales tax. Subtract line 44 from							
172		line 47.						0.746583	
173									
174		Additional Rollback Protection for Pollution Control							
175									
176	49.	Certified expense from TC EQ.						0	
177									
178	50.	2017 total taxable value. Enter the amount from line 37 of the rollback							
179		rate worksheet.						5,821,254,274	
180									
181	51.	Additional rate for pollution control. Divide line 49 by line 50 and							
182		multiply by 100.						0	
183									
184	52.	2017 rollback tax rate, adjusted for pollution control. Add line 51 to							
185		one of the following lines (as applicable): line 39, line 40 (counties)							
186		or line 48 (units with the additional sales tax).						0.746583	

2017 Property Tax Rates in City of Brownsville

This notice concerns the 2017 property tax rates for City of Brownsville. It presents information about three tax rates. Last year's tax rate is the actual tax rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

Last year's tax rate:

Last year's operating taxes	\$25,512,421
Last year's debt taxes	\$14,269,940
Last year's total taxes	\$39,782,361
Last year's tax base	\$5,678,221,929
Last year's total tax rate	\$0.700613/\$100

This year's effective tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$39,476,307
÷ This year's adjusted tax base (after subtracting value of new property)	\$5,730,885,589
=This year's effective tax rate	\$0.688834/\$100

(Maximum rate unless unit publishes notices and holds hearings.)

This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent healthcare expenditures)	\$34,637,070
÷ This year's adjusted tax base	\$5,730,885,589
=This year's effective operating rate	\$0.604393/\$100
x 1.08 =this year's maximum operating rate	\$0.652744/\$100
+ This year's debt rate	\$0.250998/\$100
= This year's total rollback rate	\$0.903742/\$100
-Sales tax adjustment rate	\$0.157159/\$100
=Rollback tax rate	\$0.746583/\$100

Statement of Increase/Decrease

If City of Brownsville adopts a 2017 tax rate equal to the effective tax rate of \$0.688834 per \$100 of value, taxes would increase compared to 2016 taxes by \$316,418.

Schedule A - Unencumbered Fund Balance

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Property Tax Fund	Balance
Debt Service Fund	1,000,000

Schedule B - 2017 Debt Service

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
2008 G.O.	1,925,000	142,308	400	2,067,708
2008A C.O.	1,075,000	218,210	400	1,293,610
2008B (AMT) C.O.	440,000	143,500	400	583,900
2010 G.O.	0	369,088	400	369,488
2011-A Tax Note	100,000	1,590	400	101,990
2011 C.O.	115,000	181,948	400	297,348
2011 G.O.	0	136,100	400	136,500
2011A G.O.	1,450,000	419,340	400	1,869,740
2012A C.O.	170,000	388,750	400	559,150

2012B C.O.	50,000	33,365	400	83,765
2013 G.O.	180,000	4,901	400	185,301
2013A C.O.	340,000	254,030	400	594,430
2013B AMT C.O.	105,000	14,990	400	120,390
2013B G.O. Refunding	1,685,000	560,450	400	2,245,850
2014 G.O. Refunding	2,490,000	876,050	400	3,366,450
2015 C.O.	315,000	324,225	400	639,625
2016 C.O.	400,000	424,663	400	825,063
2016 G.O. Refunding	0	430,950	400	431,350
2016A G.O. Refunding	670,000	387,650	400	1,058,050
BND Note Payable	337,061	80,499		417,560

Total required for 2017 debt service	\$17,247,268
- Amount (if any) paid from Schedule A	\$0
- Amount (if any) paid from other resources	\$2,635,981
- Excess collections last year	\$0
= Total to be paid from taxes in 2017	\$14,611,287
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2017	\$0
= Total debt levy	\$14,611,287

Schedule C - Expected Revenue from Additional Sales Tax

In calculating its effective and rollback tax rates, the unit estimated that it will receive \$9,148,610 in additional sales and use tax revenues.

This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at .

Name of person preparing this notice: Guadalupe Granado III

Title: Finance Director

Date Prepared: 07/26/2017

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Submit

AGENDA REQUEST FORM

Item Number: **24.**

COMMISSION MEETING DATE: 8/1/17

Finance

DEPT: _____ CONTACT Lupe Grando

AGENDA

Lupe
Digitally signed by Lupe
DN: cn=Lupe, o=City of Brownsville,
ou=Finance Dept.,
email=lupegando@cityofbrownsville.us, c=US
Date: 2017.07.26 18:50:48 -05'00'

Select One:

Executive Session (City Attorney Only) Time needed: _____ Action Item: _____	Workshop Time Needed: _____	Presentation Time Needed: _____	Agenda <input type="checkbox"/> Public Hearing <input type="checkbox"/> Contract <input type="checkbox"/> Grant <input checked="" type="checkbox"/> Action <input type="checkbox"/> Consent	Ordinance <input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading
--------------------------------------------------------------------------------------------------	-------------------------------------------	-----------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------

Brief Description of Agenda Item:

Consideration and action to acknowledge the Finance Director's calculation of a tax increase if the proposed tax rate will exceed the lower of the rollback tax rate or the effective tax rate.

FINANCIAL: Budgeted Y / N Matching Funds Required Y / N If yes, how much _____

REVIEWING DEPARTMENTS ONLY

FINANCE DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

PURCHASING DEPARTMENT: Date Reviewed: _____ By: _____

Comments: _____

CITY ATTORNEY: Date Reviewed: _____ By: _____

Comments: _____

ADDITIONAL COMMENTS: (Write in advisory board or committee name and recommendation if applicable)

City Manager Approval

_____ Date: _____

**CITY OF BROWNSVILLE, TEXAS
GENERAL & DEBT SERVICE FUNDS
AD VALOREM TAX RATE DISTRIBUTION
FISCAL YEAR 2018**

Increase Over Effective Tax Rate		
Effective 2017 Tax Year Rate	Proposed 2017 Tax Year Rate	% Tax Increase
\$0.688834	\$0.700613	1.71%

Tax Rate		
Adopted 2016 Tax Year Rate	Proposed 2017 Tax Year Rate	% Above 2016 Tax Rate Increase (Decrease)
\$0.700613	\$0.700613	0.00%

Rollback Tax Rate Distribution		
Fund	Tax Rate Distribution	Percentage Distribution
General (M&O)	(A) \$0.495585	66.38%
Debt Service	\$0.250998	33.62%
Adjusted Rollback Tax Rate	<u>\$0.746583</u>	<u>100.00%</u>

Proposed Tax Rate Distribution		
Fund	Tax Rate Distribution	Percentage Distribution
General (M&O)	\$0.449615	64.174516%
Debt Service	\$0.250998	35.825484%
Adopted Tax Rate	<u>\$0.700613</u>	<u>100.00%</u>

Maintenance & Operation (M&O) Rate, Line 30 of Rollback Tax Rate Truth-in-Taxation (TNT) Worksheet	\$0.604393
Laws Allow An 8% Increase in Maintenance and Operation (M&O) Rate Without Triggering A Rollback, Line 31 of TNT Worksheet	\$0.652744
Less Sales Tax Adjustment	
Worksheet	<u>-\$0.157159</u>
Equals M&O Sales Tax Adjusted Rollback Rate (A)	<u>\$0.495585</u>

Ad Valorem Property Tax Rates for the Last Ten Fiscal Years	
Fiscal Year	Tax Rate
2009	0.650517
2010	0.654189
2011	0.657556
2012	0.700613
2013	0.700613
2014	0.700613
2015	0.700613
2016	0.700613
2017	0.700613
2018	0.700613

\$0.700613	Property Tax Rate
0.250998	Debt Service Tax Rate
\$0.449615	M&O Tax Rate