

1. 7:00 P.M. 01-12-2016 Council Regular Meeting Agenda Packet

Documents: [01-12-2016 REGULAR MEETING - COMPLETE.PDF](#)

**January 12, 2016**  
**City Council Regular Meeting**  
**7:00 p.m.**



Julie Masters, Mayor  
Charles Suderman  
Bruce Henderson  
Walter Wilson

**AGENDA**  
City of Dickinson  
**CITY COUNCIL**  
**REGULAR MEETING**

Wally Deats, Mayor Pro Tem  
Louis Decker  
William H. King III  
Julie M. Robinson, City  
Administrator

**January 12, 2016**

**NOTICE** is hereby given of a **REGULAR MEETING** of the City Council for the City of Dickinson, County of Galveston, State of Texas, to be held on **TUESDAY, January 12, 2016, at 7:00 p.m.** at: 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items. The City Council of the City of Dickinson, Texas, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM:**  
Invocation and Pledge of Allegiance.

**ITEM 2.) PROCLAMATIONS AND COUNCIL COMMENTS:**  
A.

**ITEM 3.) PUBLIC COMMENTS:** At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, The City Council may not deliberate. **Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.**

A. Swearing in of New Police Officer Haven Smith

**ITEM 4.) CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION:**  
The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Council member requests, in which event, the item will be removed from the consent agenda and discussed after the consent agenda.

A. Approval of the Minutes of the Workshop Council Meeting of December 8, 2015.

B. Approval of the Minutes of the Regular Council Meeting of December 8, 2015.

C. Resolution Number XXX-2016 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RATIFYING THE ACTIONS OF THE CITY ADMINISTRATOR IN EXECUTING A LETTER AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND JOHNSON TRAFFIC DESIGN FOR AN IMPACT ANALYSIS OF THE RAMP REVERSALS TO INTERSTATE 45 AT FM 517;**

**PROVIDING FOR INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.**

D. Resolution Number XXX-2016 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF ALVIN, TEXAS, AND THE CITIES OF CLEAR LAKE SHORE, DICKINSON, AND SANTA FE, TEXAS, FOR USE OF ALVIN ANIMAL ADOPTION CENTER; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE INTERLOCAL AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.

E. Resolution Number XXX-2016 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPOINTING AND DESIGNATING AN ANIMAL CONTROL OFFICER AND AN OFFICER TO ACT AS THE LOCAL RABIES CONTROL AUTHORITY FOR THE CITY OF DICKINSON; AND PROVIDING FOR OTHER REQUIREMENTS RELATED TO SUCH APPOINTMENTS.

**OLD BUSINESS**

**ITEM 5.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Update on Activities of Houston-Galveston Area Council December 15, 2015.

**ITEM 6.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Update on Activities of Dickinson Bayou Watershed Steering Committee Meeting (both December 2015 and January 2016 meetings)

**ITEM 7.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Update On Solid Waste Transition.

**ITEM 8.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Update of Public Works Projects

A. Eastside Drainage Project (Disaster Recovery CDBG Round 2.2: 26th Street, 29th Street, Briar Glen Subdivision Drainage)

B. Bayou Chantilly Drainage Project (Disaster Recovery CDBG Round 2.2: Bayou Chantilly Subdivision - Live Oak Drive from Old Bayou Drive to Camp Allen Road; Meadowlark Street from Old Bayou Drive to Camp Allen Road; Old Castle Lane from Old Bayou Drive to Camp Allen Road; Green Willow Lane from Old Bayou Drive to Camp Allen Road; Blue Water Lane from Old Bayou Drive to Camp Allen Road)

C. Dakota Street Reconstruction Project (Street Maintenance Sales Tax Project)

- ITEM 9.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number XXX-2016 - **AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF DICKINSON, TEXAS, TO EMBRACE AND INCLUDE ALL OF THE TERRITORY WITHIN CERTAIN LIMITS AND BOUNDARIES AND ANNEXING TO THE CITY OF DICKINSON, TEXAS, ALL OF THE TERRITORY WITHIN SUCH BOUNDARIES; APPROVING A SERVICE PLAN FOR ALL OF THE AREA WITHIN SUCH TERRITORY; MAKING FINDINGS; AND CONTAINING OTHER PROVISIONS RELATED TO THE SUBJECT; AND PROVIDING AN EFFECTIVE DATE.**  
(Third of Three Readings)
- ITEM 10.) DISCUSSION AND DIRECTION CONCERNING:** Additional Services Proposal To Perform Professional Services Submitted By IDS Engineering Group For The FY 2016 Street Maintenance Sales Tax Streets [35<sup>th</sup> Street (East of Kansas Avenue), Nebraska Street, Hollywood Street, Gill Road, Johnson Street, Mariner's Way, and Pine Oak Circle].

#### NEW BUSINESS

- ITEM 11.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number XXX-2016 - **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RATIFYING THE ACTIONS OF THE MAYOR IN EXECUTING AN AGREEMENT FOR PAYMENT OF PAYROLL AND TRANSFER OF VEHICLE TITLE ASSOCIATED WITH ANIMAL CONTROL AND SHELTERING SERVICES; PROVIDING FOR INCORPORATION OF PREMABLE; AND PROVIDING AN EFFECTIVE DATE.**
- ITEM 12.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number XXX-2016 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RATIFYING THE ACTIONS OF THE CITY ADMINISTRATOR IN EXECUTING A LEASE AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND PATRICK RESTIVO FOR THE PROPERTY LOCATED AT 3811 DICKINSON AVENUE, DICKINSON, TEXAS; PROVIDING FOR INCORPORATION OF PREMABLE; AND PROVIDING AN EFFECTIVE DATE.**
- ITEM 13.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number XXX-2016 – **AN ORDINANCE OF THE CITY OF DICKINSON, TEXAS, ADOPTING CHAPTER 3, ECONOMIC DEVELOPMENT, OF THE COMPREHENSIVE PLAN; PROVIDING FOR THE INCORPORATION OF PREMABLE; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, A SAVINGS CLAUSE, AND AN EFFECTIVE DATE.** (First of Three Readings)

- ITEM 14.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number XXX-2016 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS APPOINTING PRIMARY AND ALTERNATE REPRESENTATIVES TO THE GALVESTON COUNTY TRANSIT DISTRICT BOARD OF DIRECTORS FOR THE FY 2016 – FY 2017 PERIOD; AND PROVIDING AN EFFECTIVE DATE.
- ITEM 15.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Appointments/Reappointments to Boards and Commissions.
- ITEM 16.) EXECUTIVE SESSION:** The City Council will now hold a closed executive meeting pursuant to the provision of Chapter 551, Government Code, Vernon's Texas Codes annotated, in accordance with the authority contained in:
- A. Section 551.071 – Consultation with Attorney regarding pending or contemplated litigation or a matter in which the duty of the City Attorney requires to be discussed in closed meeting.
  - B. Section 551.072 – Deliberation Regarding Real Property – Discussion Regarding the Purchase, Exchange, Lease or Value of Real Property
- ITEM 17.) RECONVENE**
- ITEM 18.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Matters Discussed in Executive Session
- ITEM 19.) ADJOURN**

### CERTIFICATION

This is to certify that a copy of the Notice of the Regular City Council meeting for **TUESDAY, January 12, 2016**, was posted on the bulletin board at City Hall, 4403 Highway 3, Texas, on this the 7th day of January, 2016, prior to 6:00 p.m.

  
 Carolyn E. Anderson, City Secretary



In compliance with the Americans with Disabilities Act, the City of Dickinson will provide reasonable accommodations for disabled persons attending City Council Meetings. Requests should be received at least 24 hours prior to the scheduled meeting, by contacting the City Secretary's office at 281-337-6217, or by FAX at 281-337-6190.

**CITY OF DICKINSON, TEXAS  
CITY COUNCIL MEETING  
ATTENDANCE LIST**

**MEETING DATE: January 12, 2016  
Regular Meeting**

<u>MAYOR/COUNCIL</u>	<u>PRESENT</u>	<u>ABSENT</u>
MAYOR JULIE MASTERS	_____	_____
POS. 1: COUNCILMEMBER CHARLES SUDERMAN	_____	_____
POS. 2: COUNCILMEMBER BRUCE HENDERSON	_____	_____
POS. 3: COUNCILMEMBER WALTER WILSON	_____	_____
POS. 4: COUNCILMEMBER WALLY DEATS	_____	_____
POS. 5: COUNCILMEMBER LOUIS DECKER	_____	_____
POS. 6: COUNCILMEMBER WILLIAM KING	_____	_____
<b><u>ALSO IN ATTENDANCE:</u></b>		
CITY ATTORNEY David Olson	_____	_____
CITY ADMINISTRATOR Julie M. Robinson	_____	_____
Administrative Services Manager Stephanie Russell	_____	_____
Director of Community Dev. Zach Meadows	_____	_____
Public Works Director Kellis George	_____	_____
Library Director Vicki McAllister	_____	_____
Fire Marshal Lee Darrow	_____	_____
Management Assistant Alun Thomas	_____	_____
Police Chief Ron Morales	_____	_____
EMS Director Derek Hunt	_____	_____





Julie Masters, Mayor  
Charles Suderman  
Bruce Henderson  
Walter Wilson

**MINUTES**  
City of Dickinson  
**CITY COUNCIL**  
**SPECIAL WORKSHOP**  
**MEETING**

Wally Deats, Mayor Pro-Tem  
Louis Decker  
William H. King III  
Julie M. Robinson, City  
Administrator

**December 8, 2015**

**NOTICE** is hereby given of a **SPECIAL WORKSHOP MEETING** of the City Council for the City of Dickinson, County of Galveston, State of Texas, to be held on **TUESDAY, December 8, 2015**, at **5:30 p.m.** at: 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items. The City Council of the City of Dickinson, Texas, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM**

Mayor Masters called the meeting to order at 5:35 p.m. City Secretary Carolyn Anderson called roll and certified a quorum. Council Members present were as follows: Mayor Julie Masters, Mayor Pro-Tem Wally Deats, Council Members Charles Suderman, Bruce Henderson, Walter Wilson, Louis Decker and William H. King. Also present were Administrative Services Manager Stephanie Russell, Director of Community Development Zach Meadows, Management Assistant Alun Thomas, and John Cooper, Associate Professor of Practice, and Jaimie Masterson with Texas Target Communities at Texas A&M.

**ITEM 2.) BRIEFING, DISCUSSION AND DIRECTION CONCERNING:** Status of Development of Comprehensive Plan and Review of Draft Introduction, Housing and Economic Development Chapters.

City Administrator Julie Robinson provided an introduction, stating that the purpose of the workshop is to review the first three chapters of the Comprehensive Plan to come forward. Mrs. Robinson referenced the background provided in the Agenda Item Data Sheet and the revisions included by Dickinson Economic Development Corporation. Mrs. Robinson recommended beginning with the review with the Economic Development chapter since the Council had previously seen and discussed that Chapter.

Draft Economic Development Chapter

A discussion followed regarding a variety of issues contained in the proposed Economic Development Chapter, including the proposed Action Items that refer to support for the Boat Ramp and other parks and recreation and quality of life issues. Mrs. Robinson clarified that parks and recreation as well as other quality of life issues will be discussed by the Council in the Community Facilities and Services Chapter that will come forward in a couple of months.

It was the consensus of the Council to include the following revisions to the proposed Economic Development Chapter:

- 5<sup>th</sup> Bullet Point on Page 24: Include language indicating that the Street Maintenance Sales Tax was reapproved in 2015.
- 6<sup>th</sup> Bullet Point on Page 28: Change the word “improving” to “maintaining.”
- Top of Page 30: Delete the phrase “without major extensions of infrastructure and services” from the end of the sentence.
- Action Item 3.1.1.1: Replace the term “Preferred Plan” with the phrase “approved Land Use Plan.”
- Action Item 3.1.4.6: Add the phrase “in accordance with the approved Community Facilities and Services Chapter of the Comprehensive Plan” to the end of the sentence.
- Action Item 3.1.5.1: Include the phrase “from 22% to” reflect the City’s current commercial property tax base amount.

There was a discussion concerning how the Comprehensive Plan would be used by staff and how staff would be held accountable for implementing the various goals, objectives and action items. Mrs. Robinson explained how the Comprehensive Plan would be used constantly by staff to guide activities, including the review of all City regulations to ensure that the regulations match what is ultimately approved by Council in the Comprehensive Plan. A discussion followed regarding the timeline for completion of the Comprehensive Plan and periodic review and revision to the Comprehensive Plan once it is completed. Mrs. Robinson stated that a calendar for future work sessions is provided in the agenda data sheet to ensure that completion of the Comprehensive Plan occurs this Spring.

Mayor Masters asked that any additional comments or recommendations concerning the Economic Development Chapter be sent to Mrs. Robinson as quickly as possible to allow Mrs. Robinson time to incorporate the revisions and put the final version on the January 12, 2016 agenda for approval by the Council.

#### Draft Introduction Chapter

After a brief overview of the Introduction Chapter, a discussion followed regarding how much historical information to include, sources for the data used to determine the population estimates, how much information to include about Dickinson Independent School District, and how current the data used in the Chapter is. After discussion, it was the consensus of the Council to:

- Delete the word “affordable” throughout the Chapter

- Revise the History section of the Chapter, and Mayor Masters volunteered to undertake this task
- Remove the paragraph entitled “Historic Population Trends” on Page 2
- Update the population projections to include the area in the extraterritorial jurisdiction that is currently being annexed by the City of Dickinson
- Remove Figure 1.1, Population Growth Rate from 1950 to 2030 from Page 3
- Include additional information about Dickinson Independent School District (ie., size of District, growth in student population, etc.) in the Educational Attainment section on Page 5
- Revise the sentence concerning the percentage of the population that has obtained a high school degree more positively
- Change the word “hopes” to “plans” in the first line at the top of Page 7
- Revise the driving forces section on Page 7
- Include 2014 in the paragraph about the Open House on Page 8
- Change month for the Plan Completion date in Table 1.1 Participatory Planning Schedule on Page 8
- Delete the vision statement from Page 8
- Compare the Goals for the various chapters on Pages 9 and 10 to the Chapters as they are being revised.

Housing Chapter

Due to the length of time spent on the Economic Development and Introduction Chapters, there was little discussion about the draft Housing Chapter. Mrs. Robinson advised that she would review and revise the Housing Chapter and send a revised version out to the Council for their review prior to the next Council meeting.

**ITEM 3.) ADJOURN**

Council Member Henderson made a motion to adjourn the meeting at 7:00 p.m., and Council Member Wilson seconded the motion

**VOTE:**

6 AYES (Suderman, Henderson, Wilson, Deats, Decker and King)

0 NAYS

**PASSED, APPROVED AND ADOPTED** this the 12th day of January, 2016.

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Julie Masters, Mayor

**ATTEST:**

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Carolyn E. Anderson, City Secretary

Julie Masters, Mayor  
Charles Suderman  
Bruce Henderson  
Walter Wilson

**MINUTES**  
City of Dickinson  
**CITY COUNCIL**  
**REGULAR MEETING**

Wally Deats, Mayor Pro Tem  
Louis Decker  
William H. King III  
Julie M. Robinson, City  
Administrator

**December 8, 2015**

**NOTICE** is hereby given of a **REGULAR MEETING** of the City Council for the City of Dickinson, County of Galveston, State of Texas, to be held on **TUESDAY, December 8, 2015, at 7:00 p.m.** at: 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items. The City Council of the City of Dickinson, Texas, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM:**

Invocation and Pledge of Allegiance.

Mayor Masters called the meeting to order at 7:15 p.m. Pastor Lorraine Brown with Faith United Methodist Church gave the invocation, and Council Member Wally Deats led the Pledge of Allegiance. City Secretary Carolyn Anderson called roll and certified a quorum. Council Members present were as follows: Mayor Julie Masters, Mayor Pro-Tem Wally Deats, and Council Members Charles Suderman, Walter Wilson, Bruce Henderson, Wally Deats, Louis Decker and William H. King, III. Also present were City Administrator Julie Robinson, Administrative Services Manager Stephanie Russell, Management Assistant Alun Thomas, Director of Community Development Zach Meadows, Public Works Director Kellis George, Chief Ron Morales, Fire Marshal Lee Darrow, and EMS Director Derek Hunt.

**ITEM 2.) PROCLAMATIONS AND COUNCIL COMMENTS:**

- Welcome to everyone present
- Merry Christmas and Happy New Year to everyone
- Record attendance at Festival of Lights
- Public invited to the Rotary Christmas Parade Thursday, December 10 that starts at True Cross Church and reception following parade at City Hall
- Thanks to Dickinson Independent School District for the buses for Festival of Lights
- Hats off to Dickinson Gators and a successful football season
- Best wishes to City employee Lucy Winterfield
- Thanks to City Administrator and staff in all City departments for a great year
- Thanks to staff for the annual Thanksgiving dinner
- H-GAC Home Rule City Caucus meeting on December 12<sup>th</sup>

**ITEM 3.) PUBLIC COMMENTS:** At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, The City Council may not deliberate. **Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.**

Joan Malmrose – 218 FM 517, Dickinson, Texas - 8<sup>th</sup> Annual Train Show and Toy Show at Depot December 12<sup>th</sup> from 10 – 4 at the Historic Railroad Center.

Mayor Julie Masters – Pilot Club Christmas Home Tour – Sunday, December 13<sup>th</sup> from 1:00 pm to 5:00 pm

**ITEM 4.) CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION:**

The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Council member requests, in which event, the item will be removed from the consent agenda and discussed after the consent agenda.

A. Approval of the Minutes of the Regular Council Meeting of November 10, 2015.

B. Resolution Number XXX-2015 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AN ADDENDUM FOR AMBULANCE SUPPLEMENTAL PAYMENT PROGRAM TO THE AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND EMERGICON LLC (d/b/a ADPI-EMERGICON) FOR RESCUE AMBULANCE BILLING AND RELATED PROFESSIONAL SERVICES; AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH ADDENDUM; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.**

Council Member Henderson made a motion to approve the Consent Agenda. Council Member Deats seconded the motion. There being no discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Wilson, Henderson, Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**OLD BUSINESS**

**ITEM 5.) BRIEFING AND DISCUSSION CONCERNING:** Update of Public Works Projects

- A. Eastside Drainage Project (Disaster Recovery CDBG Round 2.2: 26th Street, 29th Street, Briar Glen Subdivision Drainage)

Public Works Director Kellis George updated Council on the Eastside Drainage Project and stated that he has met with Metro City. He stated that project meetings have been held and a detailed work schedule for the project has been established. City Administrator Julie Robinson requested that Mr. George provide her with a copy of the work schedule so she may distribute it to Council.

- B. Dakota Street Reconstruction Project (Street Maintenance Sales Tax Project)

Mr. George updated the Council on the status of the Dakota Street Reconstruction Project.

- C. Drainage Projects at 931 Shady Oak Drive, 1630 Oakridge, and on Kansas from 37<sup>th</sup> to 38<sup>th</sup> Street

Mr. George provided the proposed work schedule for the 931 Shady Oak Drive, 1630 Oakridge and Kansas from 37<sup>th</sup> to 38<sup>th</sup> Street projects and addressed the questions of Council.

- D. Casa Grande Drainage Project

Mr. George advised Council of this requested project and stated that he had met with Ms. Kathy Palmer concerning the need to have a drainage easement dedicated to the City by all of the property owners in order to undertake drainage work that has been requested by the residents.

**ITEM 6.) CONSIDERATION AND POSSIBLE ACTION REGARDING:** Ordinance Number 831-2015 - **AN ORDINANCE OF THE CITY OF DICKINSON, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY, ORDINANCE NUMBER 420-2001, AS HERETOFORE AMENDED, TO GRANT SPECIFIC USE PERMIT NUMBER SUP-15-1233, SO AS TO ALLOW THE USE OF AUTOMOTIVE SALES ON ± .971 ACRES LEGALLY DESCRIBED AS ABSTRACT 19 PERRY & AUSTIN SURVEY RESERVE A (0-1), J B KING SUBDIVISION REPLAT NUMBER 1, AND ± 1.744 ACRES LEGALLY DESCRIBED AS ABSTRACT 19 PERRY & AUSTIN SURVEY RESERVE B (0-2), J B KING SUBDIVISION REPLAT NUMBER 1, MORE COMMONLY KNOWN AS 2801 GULF FRWY, GENERALLY LOCATED EAST OF GULF FRWY AND SOUTH OF SUNSET DRIVE IN THE CITY OF DICKINSON, GALVESTON COUNTY, TEXAS, PRESENTLY ZONED GENERAL COMMERCIAL (“GC”); PROVIDING FOR THE INCORPORATION OF PREAMBLE; DIRECTING A CHANGE ACCORDINGLY IN THE OFFICIAL ZONING MAP OF THE**

**CITY; PROVIDING A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION HEREOF; AND PROVIDING A REPEALER CLAUSE, A SAVINGS CLAUSE, A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE. (Second of Three Readings)**

Mayor Masters read the ordinance by caption only. Council Member Henderson made a motion to approve the ordinance in two readings, and Council Member King seconded the motion. Mayor Masters asked that Mr. David Austin approach the podium.

David Austin – 2806 Frostwood Circle, Dickinson, Texas: Mr. Austin introduced himself to Council and stated that he has been a long-time resident of Dickinson. He provided the history of the street flooding and the flooding that has occurred in his home. Mr. Austin stated that he and his neighbors are concerned about the property behind his home located at 2801 Gulf Freeway and the flooding that would possibly occur from the paving of the Gulf Freeway property. He advised Council that previous Councils have stated in the past that the flooding problem would be addressed. He asked that proper engineering be conducted to provide proper drainage to prevent possible flooding of his neighborhood. Mr. Austin stated that he is also concerned about the commercial lighting that would be directed to the neighborhood and the 20-foot easement. Mr. Austin addressed the questions of Council and City Administrator Julie Robinson clarified concerns regarding the easement and the requirement of a detention pond. Mrs. Robinson advised that the City will address the drainage issue.

Joan Malmrose – 2817 Frostwood Circle, Dickinson, Texas: Ms. Malmrose expressed her concerns on the commercial property and the effects on the neighborhood behind the proposed location.

Roby Miller - 2721 Frostwood Circle, Dickinson, Texas: Mr. Miller reiterated the concerns expressed by Mr. Austin and Ms. Malmrose. He also asked that Council consider whether auto sales would be the best use of the property from the perspective of sales tax revenue. He stated that he believes it would be more beneficial to have a commercial business on the property.

Mayor Masters asked City Attorney David Olson how the specific use permit could be limited to Gay Family Auto. Mr. Olson stated that the motion would need to be amended and the ordinance modified to include the limitation.

Council Member Henderson amended the motion to approve in two readings with the addition of language limiting the Specific Use Permit to Gay Family Auto. Council Member King seconded the amended motion. There being no further discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Wilson, Henderson, Deats, Decker and King)

0 NAY

**MOTION PASSED**

- ITEM 7.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Update on Activities of Dickinson Bayou Watershed Steering Committee of November 16, 2015

Council Member Decker provided an update on the Dickinson Bayou Watershed Steering Committee meeting of November 16, 2015. Mr. Decker expressed Dickinson Bayou Watershed's concerns regarding the impact of Clean Harbors and San Leon, Inc., a waste recycling and storage facility, releasing 350 gallons per day of treated water into Dickinson Bayou. Mr. Decker then addressed the questions of Council. He stated that he will keep City Council updated.

- ITEM 8.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number XXX-2015 - **AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF DICKINSON, TEXAS, TO EMBRACE AND INCLUDE ALL OF THE TERRITORY WITHIN CERTAIN LIMITS AND BOUNDARIES AND ANNEXING TO THE CITY OF DICKINSON, TEXAS, ALL OF THE TERRITORY WITHIN SUCH BOUNDARIES; APPROVING A SERVICE PLAN FOR ALL OF THE AREA WITHIN SUCH TERRITORY; MAKING FINDINGS; AND CONTAINING OTHER PROVISIONS RELATED TO THE SUBJECT; AND PROVIDING AN EFFECTIVE DATE.** (Second of Three Readings)

Mayor Masters read the ordinance by caption only. Council Member King made a motion to approve the ordinance in two readings, and Council Member Henderson seconded the motion.

Joe Daughtry – President of Texas Fireworks Association – Mr. Daughtry expressed his concerns on behalf of the Texas Fireworks Association regarding the letter sent by Fire Marshal Lee Darrow regarding the annexation of property where firework stands are located and the impact of such annexation on the continued operation of the firework stands.

There was a discussion concerning the laws affecting the sale of fireworks, and Mr. Daughtry requested that Council meet with him and representatives of the firework stands to discuss their concerns. City Attorney David Olson addressed questions posed by Mr. Daughtry, and stated that Council could discuss some of the specifics of this issue in Executive Session if desired. There was discussion concerning proceeding with the annexation on second and final reading at this meeting and allowing the firework stands to continue sales through the end of the year and what the potential impact of that action would be. Fire Marshal Lee Darrow expressed his concerns

about Council allowing the continued operation of the firework stands following the annexation of the property.

Johnny Johnson - owner of Poor Man's Pyro – Mr. Johnson expressed his concerns regarding the impact of the annexation on his business including a reduction in staff and the loss of his investment in inventory for New Year's Eve.

There was additional discussion concerning the possible impact of finalization of the annexation on the companies' ability to operate their businesses on New Year's Eve and whether it would be better for the Council to conduct only the second reading of the Ordinance at this meeting and move the Ordinance forward to the next Council meeting for third and final reading.

After lengthy discussion, Council Member King agreed to three readings of the ordinance and withdrew his motion to approve in two readings, and Council Member Henderson withdrew his second to approve in two readings and modified his second to approve the ordinance on second reading.

**VOTE:**

6 AYES (Suderman, Wilson, Henderson, Deats, Decker and King)

0 NAY

**MOTION PASSED**

**NEW BUSINESS**

**ITEM 9.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Quarterly Financial & Investment Report For Period Ending September 30, 2015.

Administrative Services Manager Stephanie Russell presented Council with the Quarterly Financial and Investment Report for the Quarter Ending September 30, 2015, and addressed the questions of Council.

**ITEM 10.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 1491-2015 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, CASTING VOTES IN THE ELECTION OF MEMBERS OF THE BOARD OF DIRECTORS OF THE GALVESTON CENTRAL APPRAISAL DISTRICT FOR 2016-2017; PROVIDING FOR INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.**

Mayor Masters read the resolution by caption only. Council Member Wilson made a motion to cast all 28 votes for Roney McCrary and to approve Resolution Number 1491-2015. Council Member King seconded the motion. There being no discussion, Mayor Masters called for the vote.

**VOTE:**

6 AYES (Suderman, Henderson, Wilson, Deats, Decker and King)

0 NAYS

Mayor Masters recessed the regular meeting at 8:31 p.m.

**ITEM 11.) EXECUTIVE SESSION:** The City Council will now hold a closed executive meeting pursuant to the provision of Chapter 551, Government Code, Vernon's Texas Codes annotated, in accordance with the authority contained in:

A. Section 551.071 – Consultation with Attorney regarding pending or contemplated litigation or a matter in which the duty of the City Attorney requires to be discussed in closed meeting.

B. Section 551.072 – Deliberation Regarding Real Property – Discussion Regarding the Purchase, Exchange, Lease or Value of Real Property

**ITEM 12.) RECONVENE**

Mayor Masters reconvened the regular meeting at 9:26 p.m.

**ITEM 13.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Matters discussed in Executive Session.

None.

**ITEM 14.) ADJOURN**

Council Member Wilson made a motion to adjourn the meeting at 9:27 p.m. and Council Member Henderson seconded the motion.

**VOTE:**

6 AYES (Suderman, Wilson, Henderson Deats, Decker and King)

0 NAYS

**MOTION PASSED**

**PASSED, APPROVED AND ADOPTED** this the 12<sup>th</sup> day of January, 2016.

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Julie Masters, Mayor

**ATTEST:**

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Carolyn E. Anderson, City Secretary

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**            January 12, 2016

<b>TOPIC:</b>	Resolution Number XXX-2016
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**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RATIFYING THE ACTIONS OF THE CITY ADMINISTRATOR IN EXECUTING A LETTER AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND JOHNSON TRAFFIC DESIGN FOR AN IMPACT ANALYSIS OF THE RAMP REVERSALS TO INTERSTATE 45 AT FM 517; PROVIDING FOR INCORPORATION OF PREMABLE; AND PROVIDING AN EFFECTIVE DATE.**

<b>BACKGROUND:</b>	<p>Over the last several years, the City of Dickinson has expressed its concerns about the ramp reversals to Interstate 45 at FM 517 planned by the Texas Department of Transportation (“TxDOT”). However, despite repeated meetings and correspondence with TxDOT on this issue in an attempt by the City of Dickinson to obtain revisions to the ramp reversals, TxDOT is now proceeding with the construction design for the ramp reversals as part of the widening of Interstate 45 from FM 518 to FM 517, and the project is anticipated to be let for construction by TxDOT in September/October of 2016. Therefore, time is of the essence in terms of obtaining any revisions to the proposed ramp reversals.</p> <p>After meeting with Representative Greg Bonnen in November of 2015, it became apparent that the City of Dickinson needed additional data to support its concerns about the ramp reversals. On December 14, 2015, after meeting to discuss the City’s concerns and the best information to provide Representative Bonnen in order to speak on behalf of the City of Dickinson, the City Administrator executed a Letter Agreement with Johnson Traffic Design (“JTD”) to undertake an impact analysis of the ramp reversals to Interstate 45 at FM 517. JTD actually began collecting needed data on Friday, December 11, 2015.</p> <p>The analysis will determine the potential impacts of the propose I-45 ramp reversals both north and south of FM 517. The study will specifically focus on the northbound and southbound queue lengths developed under the current traffic volumes and those for a 25-year horizon. The study will also focus on the cost to the average road user in terms of additional fuel used, opportunity cost of time on the road and the additional emissions from the road users’ time on the road. It will also focus on the potential impact to future and existing economic development activities</p>
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**ACTIONS TAKEN**

<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>
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**Dickinson City Council  
Agenda Item Data Sheet**

and initiatives. The total cost of the analysis will be \$17,500.00, and the findings report is anticipated to be delivered to the City by mid-January 2016. After receiving the report, the City will determine the revisions to the current design that it would like discussed by Representative Bonnen with TxDOT.

This Resolution will ratify the City Administrator's actions in executing the Letter Agreement.

**RECOMMENDATION:** Staff recommends approval of the Resolution.

**ATTACHMENTS:**      • Resolution Number XXX-2016

**FUNDING ISSUES**

Not applicable

Not budgeted - The funds for this project will be included in the first Budget Amendment for FY 2015-2016.

Full Amount already budgeted.

Funds to be transferred from Acct.#                      -                      -

<b>SUBMITTING STAFF MEMBER</b>	<b>CITY ADMINISTRATOR APPROVAL</b>
Julie M. Robinson, City Administrator	

<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**RESOLUTION NUMBER XXX-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RATIFYING THE ACTIONS OF THE CITY ADMINISTRATOR IN EXECUTING A LETTER AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND JOHNSON TRAFFIC DESIGN FOR AN IMPACT ANALYSIS OF THE RAMP REVERSALS TO INTERSTATE 45 AT FM 517; PROVIDING FOR INCORPORATION OF PREMABLE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on December 14, 2015, the City Administrator determined that it was necessary and in the best interests of the City of Dickinson and its citizens to execute a Letter Agreement by and between the City of Dickinson, Texas and Johnson Traffic Design (“Agreement”), a copy of which is attached hereto as Exhibit “A,” in order to proceed expeditiously in undertaking an impact analysis of the ramp reversals to Interstate 45 at FM 517 proposed by and currently in design with the Texas Department of Transportation, and the City Administrator executed such Agreement; and

**WHEREAS**, upon review and consideration of all matters attendant and related thereto, the City Council hereby finds and determines that: (1) it is in the best interests of the City of Dickinson and its citizens to execute the Agreement; and (2) that the actions of the City Administrator in executing the Agreement should be ratified in all respects.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

Section 1. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The actions of the City Administrator taken for and on behalf of the City in executing the Agreement as were in the judgment of the City Administrator appropriate in order to proceed expeditiously in undertaking an impact analysis of the ramp reversals to Interstate 45 at FM 517 are ratified in all respects.

Section 3. This Resolution shall become effective immediately upon its passage.

**DULY PASSED AND APPROVED** on this the \_\_\_\_\_ day of January, 2016.

\_\_\_\_\_  
Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

APPROVED AS TO FORM AND CONTENT:

\_\_\_\_\_  
Carolyn E. Anderson, City Secretary  
City of Dickinson, Texas

\_\_\_\_\_  
David W. Olson, City Attorney  
City of Dickinson, Texas

**EXHIBIT “A”**

**TO**

**RESOLUTION XXX-2016**

# JDESIGN

2323 CLEAR LAKE CITY BOULEVARD, SUITE 180-208 HOUSTON, TEXAS 77062 281-282-0022

JOHNSONTRAFFIC.COM

December 11, 2015

Ms. Julie Robinson  
City Administrator  
City of Dickinson  
4403 Highway 3  
Dickinson, Texas 77539  
JRobinson@ci.dickinson.tx.us

Dear Ms. Robinson:

In response to your request, we are pleased to present this proposal for the impact analysis of the ramp reversals to Interstate 45 at FM 517 for the City of Dickinson (CLIENT).

The purpose of this study is to determine the potential impacts of the proposed IH-45 ramp reversals north and south of FM 517. The study will specifically focus on the northbound and southbound queue lengths developed under the current traffic volumes and those for a 25-year horizon. The study will also focus on the cost to the average road user in terms of additional fuel used, opportunity cost of time on the road and the additional emissions from the road users' time on the road. The final focus of the study will be the potential impact to future and existing economic development activities and initiatives.

## SCOPE OF SERVICES

Johnson Traffic Design, Inc. (JTD) will perform the following professional services in connection with the development of the analysis:

## TASKS

1. Data Collection
  - a. Collect 24-Hour Turning Movement Counts (TMC) at the intersection of the northbound I-45 frontage road with FM 517 for five (5) working days.
  - b. Collect 24-Hour Turning Movement Counts (TMC) at the intersection of the southbound I-45 frontage road with FM 517 for five (5) working days.
2. Report Preparation
  - a. Analysis
    - i. Use the data collected under Task 1 to:
      1. prepare a time of day comparison of traffic volumes
      2. normalize the data to AADT
    - ii. Prepare Synchro and SimTraffic Models, using data collected under Task 1, to determine
      1. the amount of road user delay under existing and proposed conditions for the highest traffic volume levels
      2. the 95<sup>th</sup> percentile, maximum, and average queue lengths for each leg of the approaches to the intersections
  - b. Prepare a report that develops and summarizes the following topics:

- i. Safety need for ramp reversals
- ii. Road user cost comparison of ramp reversals versus no change
- iii. Potential impact to future commercial tax base

**DELIVERABLES**

As part of the study’s analysis a formal report of findings will be prepared and three (3) hardcopy ( 2 bound and 1 loose) versions and one (1) digital copy of the report will be delivered.

**TIME OF COMPLETION**

Upon authorization of this contract, JTD will order traffic counts to begin. JTD agrees to deliver the draft report within two weeks of receiving traffic counts.

**RESPONSIBILITIES OF CLIENT**

CLIENT shall perform the following in a timely manner so as not to delay the services of JTD:

- 1. Designate in writing a person to act as CLIENT’s representative with respect to the services to be rendered under the Agreement. Said person shall have contract authority to transmit instructions, receive information, interpret and define CLIENT’s policies and decisions with respect to JTD’s services for the Project.
- 2. Provide all criteria and full information as to CLIENT’s requirement for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability and any budgetary limitations.
- 3. Assist JTD by placing at JTD’s disposal all available information pertinent to the Project including previous reports and any other data relative to the Project.

**DESIGNATED REPRESENTATIVES**

JTD and CLIENT designate the following representatives:

CLIENT’s Designated Representative

Ms. Julie Robinson  
 City Administrator  
 City of Dickinson  
 4403 Highway 3  
 Dickinson, Texas 77539  
 281-337-6204  
 JRobinson@ci.dickinson.tx.us

CLIENT’s Accounting Representative

Name: Stephanie Russell  
 Address: 4403 Highway 3  
Dickinson, TX 77539  
 Phone: 281 337 2489  
 Email: franceca.dickinson.tx.us

JTD’s Designated Representative

Matthew Johnson, PE, PTOE, PTP, F.ITE, RAS  
 2323 Clear Lake City Blvd  
 Suite 180-208  
 Houston, Texas 77062  
 281-282-0022  
 mjohnson@johnsontraffic.com

COMPENSATION

Compensation to JTD for the services defined in the scope of services shall be as follows:

Task			
1.	Data Collection	.....	\$ 7,500
2a.	Draft Report	.....	\$ 7,000
2b.	Final Report	.....	\$ 3,000
	<b>Total</b>		<b>\$ 17,500</b>

The total fee for the scope of services described above shall be the lump sum fee of **Seventeen Thousand and Five Hundred Dollars (\$17,500)**. If JTD sees the Scope of Services changing so that additional services are needed, JTD will notify CLIENT and request CLIENT approval before proceeding. Additional services shall be negotiated at the time they are requested.

Payment of the services shall be due and payable upon submission of a statement for services. Statements for services shall not be submitted more frequently than monthly.  
Sincerely,

Johnson Traffic Design, Inc.

City of Dickinson



Matthew Johnson, PE, PTOE, PTP, F. ITE, RAS  
President  
December 11, 2015



Approved by



Printed or Typed Name



Title



Date

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**      January 12, 2016

**TOPIC:**      Resolution Number XXX-2016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF ALVIN, TEXAS, AND THE CITIES OF CLEAR LAKE SHORE, DICKINSON, AND SANTA FE, TEXAS, FOR USE OF ALVIN ANIMAL ADOPTION CENTER; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE INTERLOCAL AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.**

**BACKGROUND:**      As part of providing animal services, the Cities of Dickinson, Santa Fe, and Clear Lake Shores have approached a couple of area cities about utilizing space in their animal shelters in the event that additional space is needed. This Resolution approves an Interlocal Agreement between the City of Alvin, Texas and the Cities of Clear Lake Shores, Dickinson, and Santa Fe, Texas ("Tri-Cities") for the Use of the Alvin Animal Adoption Center for backup animal sheltering on an as-needed basis.

Under the Interlocal Agreement, Alvin would provide space for up to 20 dogs and 15 cats on a monthly basis at the Alvin Animal Adoption Center, and the Tri-Cities would pay \$100 per animal for any animals that impounded at the Alvin Animal Adoption Center. It is unknown at this time exactly how many animals the Tri-Cities will need to impound at the Alvin Animal Adoption Center each month; however, the Tri-Cities hope to keep the number to a minimum. Each of the cities will have to approve the Interlocal Agreement, and it is anticipated that such approvals will be completed in January 2016.

**RECOMMENDATION:**      Staff recommends approval of the Resolution.

**ATTACHMENTS:**      • Resolution Number XXX-2016

**FUNDING ISSUES**

Not applicable  
 Not budgeted  
 Full Amount already budgeted. Any fees associated with this Interlocal Agreement will be taken out of the funds already budgeted for animal control and sheltering services. Additionally, a portion of the costs associated with the Interlocal Agreement will be funded by the Cities of Santa Fe and Clear Lake Shores.

<b>SUBMITTING STAFF MEMBER</b>	<b>CITY ADMINISTRATOR APPROVAL</b>
Julie M. Robinson, City Administrator	

<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b>	<b>READINGS PASSED</b>	<b>OTHER</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	

## RESOLUTION NUMBER XXX-2016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF ALVIN, TEXAS, AND THE CITIES OF CLEAR LAKE SHORE, DICKINSON, AND SANTA FE, TEXAS, FOR USE OF ALVIN ANIMAL ADOPTION CENTER; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE INTERLOCAL AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, authorizes governmental entities to contract with each other to perform government functions and services under the terms thereof; and

**WHEREAS**, the City Council has before it a proposed Interlocal Agreement between the City of Alvin, Texas and the Cities of Clear Lake Shores, Dickinson and Santa Fe, Texas, for Use of Alvin Animal Adoption Center (“the Agreement”), a copy of which is attached hereto as Exhibit “A” and incorporated herein by reference; and

**WHEREAS**, upon full review and consideration of the Agreement and all related matters, the City Council finds that the City of Dickinson’s best interests are served, desires to approve the terms and conditions of the Agreement and to authorize the Mayor to execute the Agreement on behalf of the City of Dickinson.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

Section 1. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The City Council, after review of the terms and conditions thereof, hereby approves the attached Interlocal Agreement between the City of Alvin, Texas and the Cities of Clear Lake Shores, Dickinson and Santa Fe, Texas, for Use of Alvin Animal Adoption Center.

Section 3. The City Council also authorizes the Mayor to execute the Agreement on behalf of the City of Dickinson and all other documents in connection therewith.

Section 4. This Resolution shall become effective immediately upon its passage.

**DULY PASSED AND APPROVED** this the \_\_\_ day of \_\_\_\_\_, 2016.

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Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

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Carolyn E. Anderson, City Secretary  
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

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David W. Olson, City Attorney  
City of Dickinson, Texas

**EXHIBIT “A”**

**TO**

**RESOLUTION XXX-2016**



## I. PURPOSE

1.01 In accordance with and pursuant to the terms and conditions hereof, Alvin shall permit the Tri-Cities the right to use the Animal Shelter to house animals impounded by the Tri-Cities in the enforcement of their animal control regulations. For the purposes of this Agreement, “animal” shall mean a dog, cat or other small (not exceeding one hundred fifty [150] pounds) warm-blooded animal capable of contracting rabies.

## II. CITY OF ALVIN’S OBLIGATIONS

2.01 Alvin shall:

(a) provide the Tri-Cities with space at the Animal Shelter for a maximum of twenty (20) dogs and fifteen (15) cats per month on an as-needed basis subject to available space as determined by Alvin;

(b) provide the Tri-Cities’ authorized representatives with access to the Animal Shelter at all times of the day or night for delivery of impounded animals;

(c) submit to the Tri-Cities on a monthly basis an “Impoundment Receipt” for each animal received from any of the Tri-Cities;

(d) care for all seriously sick or injured animals as soon after arrival as possible;

(e) give food, water and other reasonable care needed for all animals impounded;

(f) maintain proper pen facilities and care for animals brought in by the Tri-Cities’ authorized representatives for a minimum of ninety-six (96) hours, except as otherwise provided herein;

(g) hold all animals that have an ID or Microchip brought in by the Tri-Cities’ authorized representatives for a minimum of ten (10) business days in order to allow the Tri-Cities’ authorized representatives to locate and contact the owner;

(h) maintain Certified Quarantine Cages for animals suspected of having rabies and hold such animals for the time specified by the Brazoria County Health District;

(i) have the right to determine when an animal is to be euthanized. All euthanizations shall be conducted by humane methods and in accordance with guidelines of the State Health District Director;

(j) have the right to refuse delivery of animals for impoundment by the Tri-Cities’ authorized representatives in the event that Alvin determines that it does not have sufficient space available at the Animal Shelter for such animals;

(k) have the right to collect fees, as provided for in the City of Alvin Code of Ordinances from the owner of an animal reclaiming same;

(l) will invoice the Tri-Cities through the City of Dickinson on a monthly basis with net 30 terms for impounded animals delivered to the Animal Shelter;

(m) shall keep records and statistics of all facilities used at the Animal Shelter. These records shall be submitted monthly as backup to the monthly invoice;

(n) agrees that authorized representatives of the Tri-Cities may inspect the Animal Shelter during regular business hours to determine disposition and status of animals impounded by the Tri-Cities; and

(o) understands and agrees that this Agreement does not include animal control functions or enforcement for the Tri-Cities.

2.02 In cases where an animal is suspected of rabies, Alvin shall hold the rabies suspect in a Certified Quarantine Cage for a period of ten (10) days, or euthanize the rabies suspect, based on the condition of the animal, and submit the remains to the Health Department for examination. When a rabies suspect succumbs during the ten (10) day quarantine period, Alvin shall immediately notify the Health Department of such death and cause the remains to be refrigerated until it can be submitted to the State Health Department Laboratory for laboratory examination for rabies. If after the ten (10) day quarantine period the animal is examined by a licensed veterinarian or certified Animal Control Officer and declared not to have rabies, the animal shall be handled as any other animal not suspected of rabies. Any costs incurred for required veterinary services shall be borne by Alvin.

### **III. TRI-CITIES' OBLIGATIONS**

3.01 All deliveries of stray or unwanted animals to the Animal Shelter shall be permitted through the Tri-Cities' authorized representatives. It is understood that all transportation of impounded animals to the Animal Shelter shall be the responsibility of the Tri-Cities.

3.02 The Tri-Cities shall undertake a 3-day intake process for and vaccinate any animal that will be impounded at the Animal Shelter prior to transporting such animals to the Animal Shelter.

3.03 In the event that the Tri-Cities need to transport an animal to the Animal Shelter directly from the street (hereinafter referred to as a "raw intake"), the Tri-Cities shall be limited to no more than 2 such raw intakes per each day during the term of this Agreement.

3.04 The Tri-Cities shall provide Alvin with documentation for each animal delivered to the Animal Shelter, including the name of the owner, if known, the approximate time and location where the animal was picked up, the dates on which the animal went through the intake process, vaccinations given to the animal, and other pertinent information such as needs for medical care or special attention.

3.05 The Tri-Cities authorized representatives shall coordinate with a designated representative from the Alvin Police Department for after-hours delivery of animals to the Animal Shelter.

3.06 As consideration for the services provided herein, the Tri-Cities agree to pay Alvin a fee of \$100.00 per animal delivered to the Animal Shelter.

3.07 As additional consideration and upon request from Alvin, the Tri-Cities shall provide staff to assist Alvin with providing services to animals impounded by the Tri-Cities at the Animal Shelter.

3.08 The Tri-Cities shall allow Alvin to keep all fees for care permitted by the Codes of Ordinances of each of the Tri-Cities that are collected from owners pursuant to Section 2.01(k) above. Such payments shall be recorded and shall be considered additional consideration to the City of Alvin for services rendered to the Tri-Cities.

3.09 The Tri-Cities understand and agree that this Agreement does not include animal control functions or enforcement by Alvin on behalf of the Tri-Cities.

#### **IV. Limitations**

4.01 Alvin reserves the right to refuse to accept for processing or quarantine any impounded animal, pursuant to this Agreement, when in its judgment it is unable to perform hereunder due to temporary overcrowding of the Animal Shelter.

#### **V. Term; Cancellation**

5.01 This Agreement shall be in full force and effect for a period of one (1) year from the date of its execution and will automatically be extended for additional one (1) year terms; provided, however, that any party to this Agreement shall have the right to cancellation of this Agreement by giving written notice to the other party not less than thirty (30) days prior to the effective date of said cancellation. Notice under this article shall be provided to:

For Alvin:                      City Manager  
   City of Alvin  
   16 West Sealy Street  
   Alvin, Texas 77511

For CLS:                        City Administrator  
   City of Clear Lake Shores  
   1006 S. Shore Drive  
   Clear Lake Shores, Texas 77565

For Dickinson:                City Administrator  
   City of Dickinson  
   4403 Highway 3  
   Dickinson, Texas 77539

For Santa Fe:                 City Manager  
   City of Santa Fe  
   12002 State Hwy. 6  
   Santa Fe, Texas 77510

## VI. GENERAL TERMS

- 6.01 Solutions to problems encountered shall follow each respective City's chain of command.
- 6.02 To the extent allowed by law, the Tri-Cities agree to hold Alvin harmless from and against any and all claims or suits brought or made for or on account of any injuries or damages received or sustained by any person, persons, or property arising out of, or occasioned by, the acts or omissions of any of the Tri-Cities individually or their officers or employees relating to the Tri-Cities' use of the Animal Shelter pursuant to this Agreement.
- 6.03 All expenditures herein shall be made from current revenues.
- 6.04 Entire Agreement. This Agreement expresses the entire agreement between the parties hereto regarding the subject matter contained herein and may not be modified or amended except by written agreement duly executed by the parties hereto.
- 6.05 Authority to Execute. This Agreement has been duly and properly approved by each party's governing body and constitutes a binding obligation on each party.
- 6.06 Venue. This Agreement shall be construed in accordance with the laws of the State of Texas and venue for all purposes hereunder shall be in Brazoria County, Texas.
- 6.07 Severability. If any provisions hereof are determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable, such provision shall be fully severable here from and this Agreement shall be construed and enforced as if such invalid, illegal, or unenforceable provision never comprised a part hereof; and the remaining provisions shall continue in full force and effect.
- 6.08 Waiver. This Agreement is not intended to extend the liability of the parties beyond that provided by law. None of the parties hereto waives any immunity or defense that would otherwise be available to it against claims by third parties.
- 6.09 Default. In addition to any and all other rights a party may have available according to law or this Agreement, if a party defaults by failing to substantially perform any provision, term or condition of this Agreement (including without limitation the failure to make a monetary payment when due), the other party may terminate the Agreement by providing ten (10) days written notice to the defaulting party. This notice shall describe with sufficient detail the nature of the default. The party receiving such notice shall have ten (10) days from the effective date of such notice to cure the default(s). Unless waived by a party providing notice, the failure to cure the default(s) within such time period shall result in the termination of this Agreement.
- 6.10 Force Majeure. If performance of this Agreement or any obligation under this Agreement is prevented, restricted, or interfered with by causes beyond either party's reasonable control ("Force Majeure"), and if the party unable to carry out its obligations gives the other party written notice of such event, then the obligations of the party invoking this provision shall be suspended to the extent necessary by such event. The term Force Majeure shall include, without limitation, acts of God, fire, explosion, vandalism, storm or other similar occurrence, orders or acts of military or civil authority, or by national emergencies, insurrections, riots, or wars or strikes, lock-outs, work stoppages, or other labor disputes, or supplier failures. The excused party shall use reasonable

efforts under the circumstances to avoid or remove such causes of non-performance and shall proceed to perform with reasonable dispatch whenever such cause are removed or ceased. An act or omission shall be deemed within the reasonable control of a party if committed, omitted or caused by such party or its employees, officers, agents or affiliates.

EXECUTED on this the \_\_\_\_ day of \_\_\_\_\_, 2016, by City of Alvin.

**City of Alvin, Texas**

By: \_\_\_\_\_  
Paul Horn, Mayor

**ATTEST:**

\_\_\_\_\_  
Dixie Roberts, City Clerk

EXECUTED on this the \_\_\_\_ day of \_\_\_\_\_, 2016, by City of Clear Lake Shores.

**City of Clear Lake Shores, Texas**

By: \_\_\_\_\_  
Vern Johnson, Mayor

**ATTEST:**

\_\_\_\_\_  
Christy Stroup, City Secretary

EXECUTED on this the \_\_\_\_ day of \_\_\_\_\_, 2016, by City of Dickinson.

**City of Dickinson, Texas**

By: \_\_\_\_\_  
Julie Masters, Mayor

**ATTEST:**

\_\_\_\_\_  
Carolyn Anderson, City Secretary

EXECUTED on this the \_\_\_\_ day of \_\_\_\_\_, 2016, by City of Santa Fe.

**City of Santa Fe, Texas**

By: \_\_\_\_\_  
Jeff Tambrella, Mayor

**ATTEST:**

\_\_\_\_\_  
Janet Davis, City Secretary

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**            January 12, 2016

<b>TOPIC:</b>	Resolution Number XXX-2016
<b>A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPOINTING AND DESIGNATING AN ANIMAL CONTROL OFFICER AND AN OFFICER TO ACT AS THE LOCAL RABIES CONTROL AUTHORITY FOR THE CITY OF DICKINSON; AND PROVIDING FOR OTHER REQUIREMENTS RELATED TO SUCH APPOINTMENTS</b>	

<b>BACKGROUND:</b>	Previously, Council had designated Texas Animal Control Solutions as the Animal Control Officer and Local Rabies Control Authority for the City of Dickinson. As part of the transfer of services, the Council needs to designate Melvin Trover or his designee assigned to act in such capacity, as both the Animal Control Officer and Local Rabies Control Authority for the City of Dickinson. This Resolution effects the needed designations.
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<b>RECOMMENDATION:</b>	Staff recommends approval of the Resolution.
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<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"> <li>• Resolution Number XXX-2016</li> <li>• Texas Department of State Health Services Rabies Form</li> </ul>
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<b>FUNDING ISSUES</b>	<input checked="" type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input type="checkbox"/> Full Amount already budgeted. <input type="checkbox"/> Funds to be transferred from Acct.#            -            -
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<b>SUBMITTING STAFF MEMBER</b>	<b>CITY ADMINISTRATOR APPROVAL</b>
Julie M. Robinson, City Administrator	

<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**RESOLUTION NUMBER XXX-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPOINTING AND DESIGNATING AN ANIMAL CONTROL OFFICER AND AN OFFICER TO ACT AS THE LOCAL RABIES CONTROL AUTHORITY FOR THE CITY OF DICKINSON; AND PROVIDING FOR OTHER REQUIREMENTS RELATED TO SUCH APPOINTMENTS.**

\* \* \* \* \*

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

**Section 1.** The City Council of the City of Dickinson, Texas (the "City"), hereby appoints Melvin Trover or his designee assigned to act in such capacity, as the Animal Control Officer for the City of Dickinson. The designated Animal Control Officer shall comply with all training and other requirements provided for in Chapter 829 of the Texas Health & Safety Code.

**Section 2.** The City hereby further designates Melvin Trover or his designee assigned to act in such capacity, as the officer to act as the Local Rabies Control Authority for the City of Dickinson. The designated Local Rabies Control Authority officer shall comply with all training and other requirements provided for in Chapter 826 of the Texas Health & Safety Code.

**DULY PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

\_\_\_\_\_  
Carolyn E. Anderson, City Secretary  
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

\_\_\_\_\_  
David W. Olson, City Attorney  
City of Dickinson, Texas

**DIVIDER PAGE**



# TEXAS DEPARTMENT OF STATE HEALTH SERVICES

DAVID L. LAKEY, M.D.  
COMMISSIONER

5425 Polk St. • Houston, Texas 77023  
1-800-270-3128 • <http://www.dshs.state.tx.us>  
TDD: 512-458-7708

The City Council of the City of Dickinson  
(governing body) (city or county)

designates Melvin Trover of Animal Services as the  
person's name (print) (i.e. animal control, police, or sheriff's dept., etc)

Rabies Control Authority for the purpose of the **RABIES CONTROL ACT OF 1981.**

This appointment became effective: \_\_\_\_\_  
(date)

Authorizing person's name: Julie Masters, Mayor  
(print)

Authorizing person's Signature: \_\_\_\_\_  
Circle One: **Mayor** (if municipality); **County Judge** (if county)

In reference to the person named as Rabies Control Authority, please indicate (print) their mailing address and telephone number.

The Rabies Control Authority for this community is:

Name: Melvin Trover

Mailing Address: 3811 Dickinson Ave

Dickinson, TX 77539

Telephone: 281-337-3117

Fax: 281-337-6190

Email Address: mtrover@ci.dickinson.tx.us









**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**      January 12, 2016

**TOPIC:**                    **ORDINANCE NUMBER XXX-2016**

**AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF DICKINSON, TEXAS, TO EMBRACE AND INCLUDE ALL OF THE TERRITORY WITHIN CERTAIN LIMITS AND BOUNDARIES AND ANNEXING TO THE CITY OF DICKINSON, TEXAS, ALL OF THE TERRITORY WITHIN SUCH BOUNDARIES; APPROVING A SERVICE PLAN FOR ALL OF THE AREA WITHIN SUCH TERRITORY; MAKING FINDINGS; AND CONTAINING OTHER PROVISIONS RELATED TO THE SUBJECT; AND PROVIDING AN EFFECTIVE DATE.**

**BACKGROUND:**      (This is the third of three readings.)

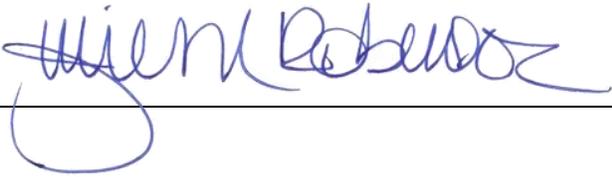
On Tuesday, August 25, 2015, City Council approved Resolution 1467-2015, declaring its intent to annex territory in the City of Dickinson's Extraterritorial Jurisdiction. Resolution Number 1467-2015 established the dates for two public hearings on the proposed annexation and the dates for the readings of the Ordinance declaring the territory as annexed.

The public hearings were held on October 1 and 13, 2015. First reading of the Ordinance was on November 10, 2015, and the second reading was on December 8, 2015. This is the third and final reading of the Ordinance that will accomplish the annexation.

**RECOMMENDATION:**   None

**ATTACHMENTS:**      • Ordinance XXX-2016

**FUNDING ISSUES**       Not applicable  
 Not budgeted  
 Full Amount already budgeted.  
 Funds to be transferred from Acct.#                    -                    -

<b>SUBMITTING STAFF MEMBER</b>	<b>CITY ADMINISTRATOR APPROVAL</b>
Zachary Meadows, Director of Community Development	

<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b>	<b>READINGS PASSED</b>	<b>OTHER</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	

**ORDINANCE NUMBER XXX-2016**

**AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF DICKINSON, TEXAS, TO EMBRACE AND INCLUDE ALL OF THE TERRITORY WITHIN CERTAIN LIMITS AND BOUNDARIES AND ANNEXING TO THE CITY OF DICKINSON, TEXAS, ALL OF THE TERRITORY WITHIN SUCH BOUNDARIES; APPROVING A SERVICE PLAN FOR ALL OF THE AREA WITHIN SUCH TERRITORY; MAKING FINDINGS; AND CONTAINING OTHER PROVISIONS RELATED TO THE SUBJECT; AND PROVIDING AN EFFECTIVE DATE.**

\* \* \* \* \*

**WHEREAS**, the City Council of the City of Dickinson, Texas (the "City") finds, determines and declares that the territory hereinafter described in Exhibit "A," attached hereto and made a part hereof, (the "Territory") is adjacent and contiguous to the present city limits of the City; that said Territory lies within the exclusive extraterritorial jurisdiction of the City; and that the annexation of said Territory to the City will promote the general health, safety and welfare of persons residing within the City and within said Territory, if any; and

**WHEREAS**, the City Council of the City has heretofore, on August 25, 2015, directed the staff to prepare a Service Plan that provides for the extension of municipal services to the area within the Territory; and

**WHEREAS**, two public hearings were held on October 1, 2015 and October 13, 2015, in the City Council Chambers, City Hall, 4403 Hwy 3, Dickinson, Texas, at which public hearings all interested parties were given an opportunity to be heard and the proposed Service Plan was made available for public inspection. Notice of such public hearings was given by publication in the *Galveston Daily News* on September 18, 2015 and October 1, 2015, said newspaper having general circulation within the City and within the Territory. Such notices and hearings were all in conformity with the Municipal Annexation Act, codified as Chapter 43, Texas Local Government Code, as amended

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

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

Section 2. The boundary limits of the City of Dickinson, Texas, are hereby extended to embrace and include all of the Territory more particularly described by metes and bounds in Exhibit "A" attached hereto, and such Territory is hereby annexed to and made a part of the City for general purposes.

Section 3. The plan for extension of municipal services into the Territory annexed to the City by the provisions of this Ordinance is set forth in the "Municipal

Service Plan” attached hereto as Exhibit “B” and made a part hereof for all purposes. Such Municipal Service Plan is hereby approved.

Section 4. The City Council officially finds, determines, recites, and declares that a sufficient written notice of the date, hour, place, and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City for the time required by law preceding this meeting, as required by Chapter 551, Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this Ordinance and the subject matter hereof has been discussed, considered, and formally acted upon. The City Council further ratifies, approves, and confirms such written notice and the contents and posting thereof.

Section 5. If any section or part of this Ordinance be held unconstitutional, illegal, or invalid, or the application thereof ineffective or inapplicable as to any territory, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no wise affect, impair, or invalidate the remaining portion or portions thereof, but as to such remaining portion or portions, the same shall be and remain in full force and effect; and should this Ordinance for any reason be ineffective as to any part of the Territory hereby annexed to the City of Dickinson, such ineffectiveness of this Ordinance as to any such part or parts of any such Territory shall not affect the effectiveness of this Ordinance as to all of the remainder of such Territory or area, and the City Council hereby declares it to be its purpose to annex to the City of Dickinson every part of the Territory described in Section 2 of this Ordinance, regardless of whether any other part of such described Territory is hereby effectively annexed to the City. Provided, further, if there is included in the general description of the Territory set out in Section 2 of this Ordinance to be hereby annexed to the City of Dickinson any territory which is already a part of and included within the general limits of the City of Dickinson, or which is presently part of and included in the limits or extraterritorial jurisdiction of any other city, town, or village, or which is not within the City of Dickinson’s jurisdiction to annex, the same is hereby excluded and excepted from the Territory to be annexed hereby as fully as if such excluded and excepted territory were especially and specifically described herein.

**DULY PASSED AND APPROVED** on first reading this the 10th day of November, 2015.

**DULY PASSED AND APPROVED** on second reading this 8th day of December, 2015.

**DULY PASSED, APPROVED, AND ADOPTED** on third and final reading this \_\_\_\_ day of \_\_\_\_\_, 2016.

---

Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

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Carolyn E. Anderson, City Secretary  
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

---

David W. Olson, City Attorney  
City of Dickinson, Texas

**EXHIBIT "A"**  
**DESCRIPTION OF TERRITORY**

**CITY OF DICKINSON**  
**ETJ ANNEXATION**

ALL that certain property being Blocks 193, 194, 195, 196, 201, 202, 203, 204, 209, 210, 211, 212, 217, 218, 225 and 226 together with selected intervening and adjoining parts of Dickinson Avenue, Montana Avenue, Kansas Avenue, Galveston Avenue, Texas Avenue, East 25<sup>th</sup> Street, East 26<sup>th</sup> Street, East 27<sup>th</sup> Street and East 28<sup>th</sup> Street, all being out of and a part of the **NICHOLSTONE ADDITION TO THE TOWN OF DICKINSON**, a Subdivision out of the **PERRY & AUSTIN LOWER LEAGUE**, Abstract No 19, Galveston County, Texas, according to the map or plat thereof recorded at Map Record 93, Plat Number 3, and;

ALL of RESERVE 'A', a part of RESERVE 'B', together with Lot 43, Block 1, and selected intervening and adjoining parts of Edgewood Drive, all being out of and a part of **EDGEWOOD** Subdivision, a Subdivision out of the **ROBERT HALL SURVEY**, Abstract 78, Galveston County, Texas, according to the map or plat thereof recorded at Map Record 15, Plat Number 144, and;

A part of Block 24 together with selected intervening and adjoining public streets or drives being a part of Richards Drive and all of Balzer Drive all being out of the **NICHOL'S ADDITION**, a Subdivision out of the **PERRY & AUSTIN LOWER LEAGUE**, Abstract No 19, Galveston County, Texas, according to the map or plat thereof recorded at Map Record 93, Plat Number 3;

All being of record in the Office of the County Clerk of said Galveston County, Texas, said property being more particularly described as follows, to wit:

**BEGINNING** at a point for corner being the Southeast corner of said Block 212, **NICHOLSTONE ADDITION**, said point further being the intersection of the West line of Texas Avenue, a 100 foot wide public roadway right-of-way, with the North line of East 28<sup>th</sup> Street, a 70 foot wide public roadway right-of-way;

**THENCE** in a Westerly direction along and with the North line of said East 28<sup>th</sup> Street, at 670.0 feet, more or less, pass the Southwest corner of Block 211, **NICHOLSTONE ADDITION**, the same being the East line of Kansas Avenue, a 70 foot wide public roadway right-of-way, and continuing for a total distance of 740.0 feet, more or less, to a point for corner being at the West line of the aforesaid Kansas Avenue;

**THENCE** in a Southerly direction along and with the West line of said Kansas Avenue, a distance of 660.0 feet, more or less, to a point for corner being the Southeast corner of said Block 226, **NICHOLSTONE ADDITION**, said point further being the point of intersection of the North line of 30<sup>th</sup> Street with the West line of said Kansas Avenue;

**THENCE** in a Westerly direction along and with the North line of said 30<sup>th</sup> Street, at 670.0 feet, more or less, pass the Southwest corner of Block 225, NICHOLSTONE ADDITION, the same being the point of intersection of the North line of said 30<sup>th</sup> Street with the East line of Dickinson (aka Texas State F.M. Highway 1266, a 100 foot public roadway right-of-way) and continuing for a total distance of 770.0 feet, more or less, to a point for corner being at the West line of said F.M. 1266, the same being the East line of the aforesaid RESERVE 'B', EDGEWOOD Subdivision;

**THENCE** in a Southerly direction along and with said common line, a distance of 165.0 feet, more or less, to a point for corner;

**THENCE** in a Westerly direction, perpendicular to the West line of said F.M. 1266, a distance of 151.3 feet, more or less, to a point for corner being at the West line of the aforesaid RESERVE 'B', EDGEWOOD Subdivision;

**THENCE** in a Northerly direction, parallel with the West line of said F.M. 1266 and along and with the West line of said RESERVE 'B', a distance of 241.8 feet, more or less, to a point for corner being the most Northwesterly corner of said RESERVE 'B', the same being the most Northerly corner of Lot 48, Block 2, EDGEWOOD Subdivision, said point further being at the Southeasterly line of Edgewood Drive, a 60 foot wide public roadway right-of-way;

**THENCE** in a Southwesterly direction along the Northwesterly line said Lot 48 and with the Southeasterly line of said Edgewood Drive, a distance of 33.0 feet, more or less, to a point for corner;

**THENCE** in a Northwesterly direction crossing perpendicularly the aforesaid Edgewood Drive, at 60 feet passing the Southeasterly common corner of Lots 42 and 43, Block 1, EDGEWOOD Subdivision, and continuing for a total distance of 175.0 feet, more or less, said point being the common Northwesterly corner of the aforesaid Lots 42 and 43, EDGEWOOD Subdivision, and being at the Southeasterly line of the aforesaid Block 24 of the NICHOL'S ADDITION;

**THENCE** in a Southwesterly direction along and with the Southeasterly line of said Block 24, NICHOL'S ADDITION, the same being the Northwesterly line of the aforesaid EDGEWOOD Subdivision, a distance of 12.9 feet, more or less, to a point for corner;

**THENCE** in a Northwesterly direction, perpendicular to the Southeasterly line of said Block 24, NICHOL'S ADDITION, a distance of 110.0 feet, more or less, to a point for corner, said point being at the Southeasterly line of Richard Drive, a called 60 foot wide roadway right-of-way;

**THENCE** in a Northeasterly direction along the Southeasterly line of said Richard Drive and parallel with the Northwesterly line of the aforesaid EDGEWOOD Subdivision, a distance of 50.4 feet, more or less, to a point for corner;

**THENCE** in a Northwesterly direction, perpendicular to the Northwesterly line of the aforesaid EDGEWOOD Subdivision, at 549.6 feet, more or less, pass the Southeasterly line of Deats Road, a 70 foot wide public roadway right-of-way, and continuing for a total distance of 619.6 feet, more or less, to a point for corner being at the Northwesterly line of said Deats Road;

**THENCE** in a Northeasterly direction along and with the Northwesterly line of said Deats Road, a distance of 880.8 feet, more or less, to a point for corner, said point being the point of intersection of the Northwest line of said Deats Road with the Westerly line of the aforesaid Dickinson Avenue (Texas State F.M. Highway 1266);

**THENCE** in a Northerly direction along and with the Westerly line of said F.M. 1266, a distance of 322.2 feet to a point for corner;

**THENCE** Easterly, crossing said F.M. 1266, at 70.0 feet, more or less, pass the Southwest corner of Block 185, **NICHOLSTONE ADDITION TO THE TOWN OF DICKINSON**, same being the point of intersection of the East line of said F.M. 1266 with the North line of East 25<sup>th</sup> Street; at 1480.0 feet, more or less, pass the point of intersection of the North line of said East 25<sup>th</sup> Street with the West line of Texas Avenue, a 100.0 foot wide public roadway right-of-way and continuing along and with the North line of said East 25<sup>th</sup> Street, for a total distance of 1580.0 feet, more or less, to a point for corner being the point of intersection of the North line of said East 25<sup>th</sup> Street with the West line of the aforesaid Texas Avenue;

**THENCE** in a Southerly direction along and with the East line of Texas Avenue, a distance of 330.0 feet, more or less, to a point for corner being the point of intersection of said East line with the North line of East 26<sup>th</sup> Street;

**THENCE** in a Westerly direction, crossing said Texas Avenue a distance of 100.0 feet, more or less, to a point for corner, said point being the Southeast corner of Block 196, **NICHOLSTONE ADDITION TO THE TOWN OF DICKINSON**, and further being the point of intersection of North line of 26<sup>th</sup> Street with the West line of Texas Avenue;

**THENCE** in a Southerly direction along the West line of said Texas Avenue and with the East line of Blocks 204 and 212 of **NICHOLSTONE ADDITION TO THE TOWN OF DICKINSON**, a distance of 660.0 feet, more or less, to the **POINT OF BEGINNING** and containing an approximate calculated area of +/-0.09 Square Miles of area.

NOTE: THIS DOCUMENT HAS BEEN PREPARED UNDER 22 TAC § 663.23; DOES NOT REFLECT THE RESULTS OF AN ON THE GROUND SURVEY, AND; IS NOT TO BE USED TO CONVEY OR ESTABLISH INTERESTS IN REAL PROPERTY EXCEPT THOSE RIGHTS AND INTERESTS IMPLIED OR ESTABLISHED BY THE CREATION OR RECONFIGURTION OF THE BOUNDARY OF THE POLITICAL SUBDIVISION FOR WHICH IT HAS BEEN PREPARED.

PREPARED  
SEPTEMBER 28, 2015

**DALE L. HARDY / GEOSURV,LLC**  
**REGISTERED PROFESSIONAL LAND SURVEYORS**  
P.O. BOX 246, LEAGUE CITY, TEXAS 77574  
PH 281-554-7739 FAX 281-554-6928 E-MAIL: dhardy@geosurvllc.com

DICKINSON ETJ 2015

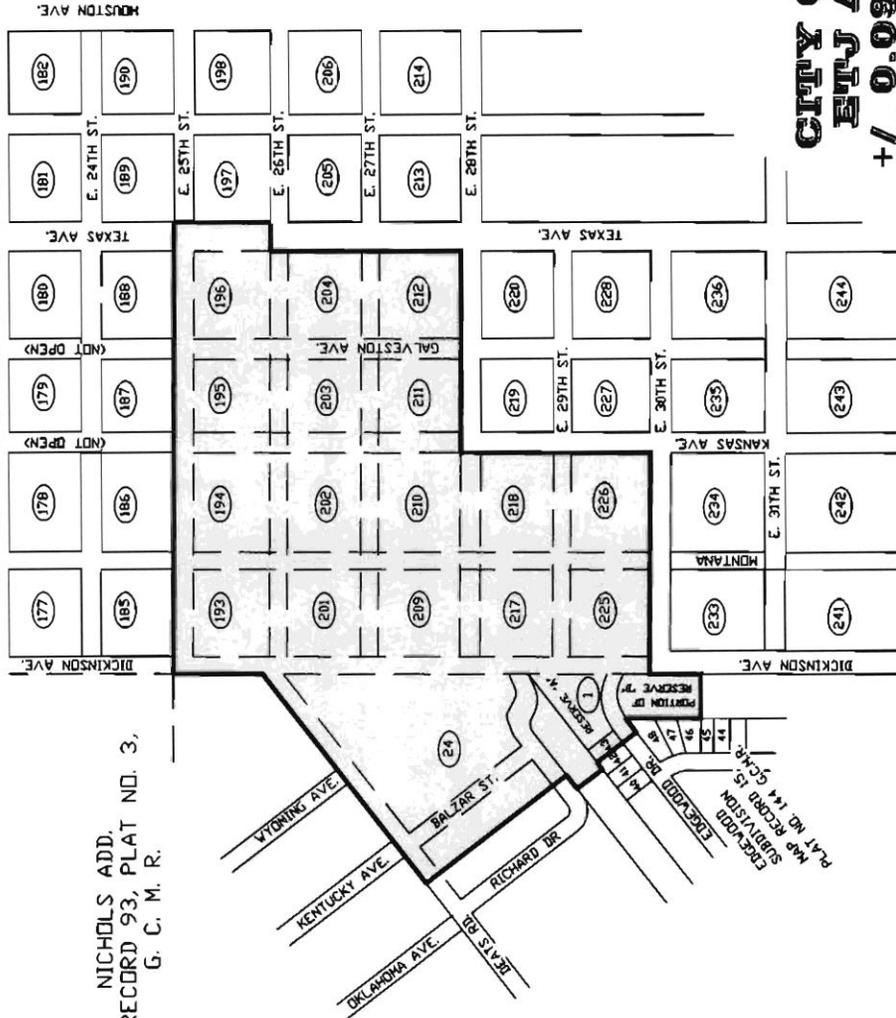
PAGE 3 OF 4



SCALE: 1"=500'

NICHOLSTONE ADDITION  
MAP RECORD 93, PLAT NO. 3, G. C. M. R.

NICHOLS ADD.  
MAP RECORD 93, PLAT NO. 3,  
G. C. M. R.



**CITY OF DICKINSON  
EITJ ANNEXATION  
+/- 0.09 SQUARE MILE  
SEPT. 2015**



P.O. Box 246, Langue City, Texas 77574  
281-954-7738 409-785-6030 Fax: 281-554-6828

**EXHIBIT 'A'**

PAGE 4 OF 4

F:\DWG\2015\15-0207.DWG

**EXHIBIT “B”  
MUNICIPAL SERVICE PLAN**

**FIRE**

*Existing Services:* Dickinson Volunteer Fire Department

*Services to be Provided:* Fire suppression will be available to the area upon annexation. Primary fire response will be provided by Fire Station No. 1, located at 4500 FM 517 Rd E, Dickinson, TX 77539. Adequate fire suppression activities can be afforded to the annexed area within current budget appropriation. Fire prevention activities will be provided by the Fire Marshall’s office as needed.

**EMS**

*Existing Services:* County Emergency Services

*Services to be Provided:* Currently, the area is under the jurisdiction of the Galveston County Emergency Services Office, in conjunction with an interlocal agreement with the City of Dickinson. However, upon annexation, the City of Dickinson’s Emergency Medical Services (EMS) Department will provide service to the area. This service can be provided within the current budget appropriation.

**POLICE**

*Existing Services:* County Sheriff’s Office

*Services to be Provided:* Currently, the area is under the jurisdiction of the Galveston County Sheriff’s Office. However, upon annexation, the City of Dickinson Police Department will extend regular and routine patrols to the area. It is anticipated that the implementation of police patrol activities can be effectively accommodated within the current budget and staff appropriation.

**BUILDING INSPECTION**

*Existing Services:* None

*Services to be Provided:* The Building Inspection Department will provide Code Enforcement Services upon annexation. This includes issuing building, electrical and plumbing permits for any new construction and remodeling, and enforcing all other applicable codes which regulated building construction within the City of Dickinson.

**PLANNING AND ZONING**

*Existing Services:* None

*Services to be Provided:* The Community Development Department's responsibility for regulating development and land use through the administration of the City of Dickinson Zoning Ordinance will extend to this area on the effective date of the annexation. The property will also continue to be regulated under the requirements of the City of Dickinson's Subdivision Ordinance. These services can be provided within the department's current budget.

## **HEALTH DEPARTMENT- HEALTH CODE ENFORCEMENT SERVICE**

*Existing Services:* County Health Department

*Services to be Provided:* The Galveston County Health Department will implement the enforcement of the City of Dickinson's health ordinances and regulations on the effective date of the annexation. In addition the City of Dickinson Community Development Department will implement other code enforcement services that are regulated by the City's ordinances. Such services can be provided with current Health Department Personnel and within the current budget appropriation. In addition, animal control services, provided by Texas Animal Control Solutions, will be provided to the area as needed.

## **STREETS**

*Existing Services:* County Street Maintenance

*Services to be Provided:* Maintenance to the street facilities will be provided by the City upon the effective date of the annexation. This service can be provided within the current budget appropriation.

## **STORM WATER MANAGEMENT**

*Existing Services:* None

*Services to be Provided:* Developers will provide storm water drainage at their own expense and will be inspected by the City Public Works and Community Development Departments at time of completion. The City will then maintain the drainage upon approval.

## **STREET LIGHTING**

*Existing Services:* None

*Services to be Provided:* The City of Dickinson will coordinate any request for improved street lighting with the local electric provider in accordance with standard policy.

## **WATER SERVICE**

*Existing Services:* WCID#1

*Services to be Provided:* Water service will continue to remain in the jurisdiction of WCID#1, with which the City of Dickinson has an interlocal to provide water services to the customers in the area.

### **SANITARY SEWER SERVICE**

*Existing Services:* WCID#1

*Services to be Provided:* Sanitary sewer service to the area of proposed annexation will continue to remain in the jurisdiction of WCID#1, with which the City of Dickinson has an interlocal to provide water services to the customers in the area.

### **SOLID WASTE SERVICES**

*Existing Services:* Republic Services through WCID#1 Contract

*Services to be Provided:* Solid Waste Collection shall be provided to the area of annexation in accordance with the present ordinance. Service shall comply with existing City policies, beginning with occupancy of structures.

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**      January 12, 2016

**TOPIC:**                      Discussion And Direction Concerning Additional Services Proposal To Perform Professional Services Submitted By Ids Engineering Group For The FY 2016 Street Maintenance Sales Tax Streets [35<sup>th</sup> Street (East of Kansas Avenue), Nebraska Street, Hollywood Street, Gill Road, Johnson Street, Mariner’s Way, and Pine Oak Circle]

**BACKGROUND:**            On September 8, 2015, by Resolution Number 1469-2015, the City Council approved an Agreement with IDS Engineering Group for engineering and surveying services for the FY 2016 Street Maintenance Street Projects [35<sup>th</sup> Street (East of Kansas Avenue), Nebraska Street, Hollywood Street, Gill Road, Johnson Street, Mariner’s Way, and Pine Oak Circle]. The total for the services under the Agreement was \$227,800.00. At that time, Public Works crews were going to do the subgrade preparation and the concrete work would be bid out. Both the proposal submitted by and Agreement approved with IDS Engineering anticipated that process.

Since Council has directed staff to fully bid out these projects in an effort to get them moving quicker, staff requested that IDS Engineering submit an additional proposal for fully bidding out these projects and performing the construction observation. IDS Engineering has already revised the construction design for these streets and the first bid package was published on Wednesday, January 6, 2016. The second bid package will be published on Wednesday, January 13, 2016. Therefore, at a minimum, the proposal for the Total Additional Services of \$23,300.00 should be approved. Staff requests Council’s feedback on whether to approve the Construction Observation Services as proposed at no more than \$32,000.00.

After receiving Council’s direction concerning the Construction Observation Services, staff will bring forward a Revised Agreement for Engineering and Surveying Services with IDS Engineering to include the Total Additional Services and the Construction Observation Services if approved.

**RECOMMENDATION:**    Staff requests direction regarding the Construction Observation Services.

**ATTACHMENTS:**            • Copy of Additional Services Proposal to Perform Professional Engineering Services from IDS Engineering Group Dated January 4, 2016

   • Copy of Resolution Number 1469-2015 Approving Agreement

**ACTIONS TAKEN**

<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>
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**Dickinson City Council  
Agenda Item Data Sheet**

for Engineering and Surveying Services with IDS Engineering Group

<b>FUNDING ISSUES</b>	<input type="checkbox"/> Not applicable
	<input checked="" type="checkbox"/> Not budgeted – This proposal would be funded out of the Street Maintenance Sales Tax Fund
	<input type="checkbox"/> Full Amount already budgeted.
	<input type="checkbox"/> Funds to be transferred from Acct.#                    -                    -

<b>SUBMITTING STAFF MEMBER</b>	<b>CITY ADMINISTRATOR APPROVAL</b>
Julie M. Robinson, City Administrator	



<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>



January 04, 2016

Ms. Julie Robinson  
City Administrator  
City of Dickinson  
4403 Highway 3  
Dickinson, Texas 77539

Reference: Additional Services Proposal to Perform Professional Engineering Services for the Reconstruction of Segments of Nebraska Street, Hollywood Street, Johnson Street, Mariner Way and Pine Oak Circle for the City of Dickinson;  
IDS Project No. 1841-010-00

Dear Ms. Robinson:

As requested by the City of Dickinson (City), IDS Engineering Group, Inc. is pleased to present this proposal to perform additional professional engineering services for the preparation of construction documents for the above referenced project. As discussed, the seven streets will be divided into two bid packages.

The first bid package will consist of the following streets:

- 35<sup>th</sup> Street (East of Kansas) – 2,245 LF, proposed improvements are from Kansas Ave to California Ave, full intersection replacement up to the radius returns at Kansas Ave., Texas Ave., Houston Ave., Colorado Ave., Missouri Ave. and California Ave. is included.
- Nebraska Street – 1,175 LF, full intersection replacement to the radius returns at 46<sup>th</sup> Street and 48<sup>th</sup> Street as well as the intersection of 48<sup>th</sup> Street and Benson Street is included. The proposed improvements dead end at the entrance to the wastewater treatment plant on the South end.
- Johnson Street – 820 LF, proposed improvements are from the dead end (no cul-de-sac) on the South end to the dead end (no cul-de-sac) on the North end, full intersection replacement to the radius returns at Lobenstein Street is included.

The second bid package will consist of the following streets:

- Gill Road (Rodeo to Bess) – 1,385 LF, proposed improvements are from Rodeo Bend Drive to the South side of Bess Road, full intersection replacement to the radius return at Rodeo Bend is included.
- Hollywood Street– 1,390 LF, Timber Drive to SH 3, proposed improvements are from the radius returns of Timber Drive to the radius returns of SH 3, these intersections are not included, full intersection replacement to the radius returns at Vermont Street, Venzi Street and Imite Street is included.
- Mariner Way – 790 LF, proposed improvements are from Commodore Street to Bayou Drive, full intersection replacement to the radius returns at Harbor Light Drive is included.

- Pine Oak Circle – 560 LF, proposed improvements are from the radius returns at Pine Oak Drive to the dead end on the South end.

The Scope of Services for this project is as follows.

**Additional Services – Roadway Design Phase:**

1. Prepare additional design for replacement of the driveways adjoining the following roadways: Nebraska Street, Hollywood Street, Johnson Street, Mariner Way, and Pine Oak Circle. Design will include preparation of a Driveway Table for each roadway defining the limits of driveway removal and replacement. Design effort to define the limits of driveway replacement was not included in the original proposal as replacement of the roadway pavement was the only item being bid.

**Additional Services – Bid/Construction Phase**

2. Incorporate the additional bid quantities prepared as a part of the design effort noted above into the two bid documents.
3. Provide additional construction phase services for the two projects due to the increased project duration. Additional services to include review of pay estimates and contractor coordination for an additional 5 month duration.

**Compensation**

IDS proposes to perform the above described Additional Services for the fees indicated below.

**Additional Services**

Roadway Design Phase (5 roadways at \$3,500/ea.)	\$ 17,500.00 Lump Sum
Bid/Construction Phase	\$ 5,800.00 Lump Sum
<b>Total Additional Services</b>	<b>\$ 23,300.00 Lump Sum</b>

**Optional Services**

1. Provide limited on-site construction observation to ensure project is being constructed in conformance with the construction plans. Observation is based upon ten (10) hours per week for an estimated 8 month, thirty-two (32) week time period.

**Optional Services**

Item 1: Construction Observation \$32,000 (Hourly)

Services which are specifically excluded from this Scope of Services are the following:

1. Geotechnical investigation results and pavement recommendation will be provided to IDS by the City.
2. Preparation of a Traffic Control Plan for the proposed roadway improvements.

Ms. Julie Robinson  
City of Dickinson  
January 04, 2016  
Page 3

3. Preparation of cross sections for the proposed roadway.
4. Preparation for and participation in public meetings.

All lump sum fee services will be invoiced monthly based on a percentage of work complete. The total estimated fee for the additional services included in this proposal is \$55,300.00. IDS will not perform the optional services without prior, written authorization from the City.

We appreciate the opportunity to present this proposal to the City of Dickinson. If you need additional information in support of this proposal, please contact me at 713.462.3178.

Respectfully submitted,



Travis S. Sellers, P.E.  
Vice President

X:\1800\184101000 City of Dickinson 2016 Street Improvements\PM\00 Proposal\City of Dickinson 2015-2016 Street Rehab Add Services Proposal 01-04-16.doc



**IDS**  
Engineering Group

TBPE F-2726 | TBPLS 10110700 & 10110704

**DIVIDER PAGE**

RESOLUTION NUMBER 1469-2015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING AN AGREEMENT FOR PROFESSIONAL ENGINEERING AND SURVEYING SERVICES BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND IDS ENGINEERING GROUP; PROVIDING FOR INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the City Council of the City of Dickinson has been determined that it is in the best interests of the City of Dickinson and its citizens to retain professional engineering services for the City; and

**WHEREAS**, the City Council has been presented a proposed Agreement for Professional Engineering Services for such services by and between the City of Dickinson, Texas and IDS Engineering Group (hereinafter called "Agreement"), a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference; and

**WHEREAS**, upon full review and consideration of the Agreement and all matters attendant and related thereto, the City Council is of the opinion that the same should be approved and the Mayor should be authorized to execute the Agreement on behalf of the City of Dickinson.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

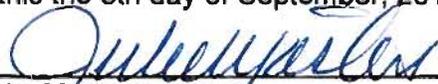
**Section 1.** The facts and matters set forth in the preamble of this Resolution are hereby found to be true and correct.

**Section 2.** The Agreement, having been reviewed by the City Council of the City of Dickinson and found to be acceptable and in the best interests of the City of Dickinson and its citizens, is hereby in all things approved.

**Section 3.** The City Council also authorizes the Mayor to execute, and the City Secretary to attest, on behalf of the City of Dickinson, the Agreement and all other documents in connection therewith.

**Section 4.** This Resolution shall become effective immediately upon its passage.

**DULY PASSED AND APPROVED** on this the 8th day of September, 2015.

  
\_\_\_\_\_  
Julia Masters, Mayor  
City of Dickinson, Texas

ATTEST:

  
\_\_\_\_\_  
Carolyn E. Anderson, City Secretary  
City of Dickinson, Texas



APPROVED AS TO FORM AND CONTENT:

  
\_\_\_\_\_  
David W. Olson, City Attorney  
City of Dickinson, Texas

"EXHIBIT A"

THE STATE OF TEXAS

COUNTY OF GALVESTON

**AGREEMENT FOR ENGINEERING AND SURVEYING SERVICES**

This Agreement entered into as of the 8th day of September, A.D., 2015, by and between IDS Engineering Group ("Consultant"), and the City of Dickinson, Texas, ("Client").

**WITNESSETH:**

WHEREAS, the Client has requested various services of the Consultant with respect to Engineering and Surveying Services for the City of Dickinson 35<sup>th</sup> Street (East of Kansas Avenue), Nebraska Street, Hollywood Street, Gill Road, Johnson Street, Mariner's Way, and Pine Oak Circle Reconstruction Projects ("Project").

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

1. Engagement of Consultant - *Consultant* hereby agrees to perform the Total Basic Services and Optional Services Item 1 under the scope of work related to the *Project*, and to provide *Client* with copies of the information, opinions, and other such documents made the basis of the scope of services, which is set out in Attachment "A" and made a part of this contract. *Consultant* agrees to initiate such Total Basic Services and Optional Services Item 1 that are set out in Attachment "A" upon receipt of an executed copy of this Agreement.
2. Availability of Information - *Client* agrees to provide *Consultant* with all available information pertinent to the *Project*. *Client* will also provide copies of reports, drawings, and other data, and will, at *Consultant's* request, provide written authorization to review *Client's* files relative to the *Project* which may be in possession of third parties. *Consultant* agrees to return all original documents to *Client* upon completion of the *Project*, but reserves the right to make and keep

reproducible copies of all such material. The *Consultant* is entitled to rely upon the accuracy and completeness of the information thereof.

3. Access to Facilities - *Client* will provide access for the *Consultant* to enter the property and facilities of *Client*, as necessary for *Consultant* to perform services as required under the *Project*.
4. Instruments of Service - All documents prepared in accordance with this contract including exhibits, field notes, laboratory data, original drawings, and specifications are the property of the *Client*. The *Consultant* is given the right to use any of this data in connection with future engineering projects. The *Consultant* may retain copies of reproduces of any information prepared for this *Project*. If the *Client* used the documents for any reason other than their intended use without the *Consultant's* authorization, the *Consultant* shall be released from any liability as a result of such action.
5. Timeframe for Work – *Consultant* agrees to complete all work and render all services necessary for *Client* to begin the bid process for the *Project* no later than One Hundred and Twenty (120) calendar days following *Consultant's* receipt of an executed copy of this Agreement.
6. Cost Estimates – Any cost estimates provided by *Consultant* will be on the basis of experience and judgments, but, since it has no control over market conditions, *Consultant* cannot and does not warrant that bids or ultimate construction costs will not vary from these cost estimates.
7. Fee - The *Consultant's* fee for the Total Basic Services and Optional Service Item 1 as stated in Attachment "A" to this Agreement shall be \$227,800.00. In the event that *Client* determines that any additional services reflected in Attachment "A" or otherwise are needed, fees for any such additional services will be negotiated between *Client* and *Consultant*.

8. Payment and Fee Schedule - The *Consultant* will submit a monthly invoice for services rendered.
9. Terms of Payment - Payment of fees as determined under Paragraph 6 herein above shall be due and payable by *Client* within thirty (30) days following receipt of *Consultant's* monthly invoice.
10. Insurance - *Consultant* shall maintain Worker's Compensation and Liability Insurance in accordance with Attachment "B".
11. Termination - The *Client* may terminate this contract at any time by giving notice in writing to the *Consultant*. In that case, all finished or unfinished documents and other materials produced under this contract shall become the *Client's* property. If the contract is terminated by the *Client* in accordance with this provision, *Consultant* shall be paid for all services performed to the date of termination.
12. Governing Law - This Agreement shall be deemed to have been made under, and shall be construed and interpreted in accordance with the laws of the State of Texas. The venue of any suit for enforcement or construction of this contract shall be in Galveston County, Texas.
13. Indemnification - For consideration received, Consultant agrees to indemnify, save, and hold harmless the City of Dickinson, Texas, its employees, officials, and agents from any and all claims, actions, damages, lawsuits, proceedings, judgments, or liabilities, for personal injury, death, or property damage to the extent or degree on a comparative basis of fault resulting from the negligent acts or omissions of the Consultant or negligent acts or omissions of others under the Consultant's supervision or control, arising out of the performance of this agreement.

In the event of any cause of action or claim asserted by a party to this Agreement or any third party, the City will provide the Consultant timely notice of such claim, dispute or notice.

If the undersigned should fail to so indemnify, save and hold harmless, the City may defend, pay or settle the claim or other cause of action with full rights of recourse against the undersigned for any and all fees, costs, expenses, and payments arising from Consultant's negligence, or the negligence of others under the Consultant's supervision and control, including but not limited to attorney fees and settlement payments, made or agreed to be paid, in order to discharge the claim, cause of action, dispute or litigation.

14. Home Rule Municipality

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

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

**CONSULTANT**  
IDS ENGINEERING GROUP

By:   
Printed Name: Travis Sellers  
Title: Vice President

**CLIENT**  
CITY OF DICKINSON, TEXAS

By:   
Julie Masters, Mayor

ATTEST:

  
Carolyn E. Anderson, City Secretary



## ATTACHMENT "A"



August 24, 2015

Ms. Julie Robinson  
City Administrator  
City of Dickinson  
4403 Highway 3  
Dickinson, Texas 77539

Reference. Revised Proposal to Perform Professional Engineering and Surveying Services for the reconstruction of segments of 35<sup>th</sup> Street, Gill Road, Nebraska Street, Hollywood Street, Johnson Street, Mariner Way and Pine Oak Circle for the City of Dickinson;  
IDS Job No. 1841-010-00

Dear Ms. Robinson:

As requested by the City of Dickinson (City), IDS Engineering Group, Inc. is pleased to present this revised proposal to perform professional engineering and surveying services for the preparation of construction documents for the above referenced project. The project is comprised of reconstruction of the following streets:

- A. 35<sup>th</sup> Street (East of Kansas) – 2,245 LF, proposed improvements are from Kansas Ave to California Ave, full intersection replacement up to the radius returns at Kansas Ave., Texas Ave., Houston Ave., Colorado Ave., Missouri Ave. and California Ave. is included.
- B. Gill Road (Rodeo to Bess) – 1,385 LF, proposed improvements are from Rodeo Bend Drive to the South side of Bess Road, full intersection replacement to the radius return at Rodeo Bend is included.
- C. Nebraska Street – 1,175 LF, full intersection replacement to the radius returns at 46<sup>th</sup> Street and 48<sup>th</sup> Street as well as the intersection of 48<sup>th</sup> Street and Benson Street is included. The proposed improvements dead end at the entrance to the wastewater treatment plant on the South end.
- D. Hollywood Street – 1,390 LF, Timber Drive to SH 3, proposed improvements are from the radius returns of Timber Drive to the radius returns of SH 3, these intersections are not included, full intersection replacement to the radius returns at Vermont Street, Venzi Street and Imite Street is included.
- E. Johnson Street – 820 LF, proposed improvements are from the dead end (no cul-de-sac) on the South end to the dead end (no cul-de-sac) on the North end, full intersection replacement to the radius returns at Lobenstein Street is included.
- F. Mariner Way – 790 LF, proposed improvements are from Commodore Street to Bayou Drive, full intersection replacement to the radius returns at Harbor Light Drive is included.
- G. Pine Oak Circle – 560 LF, proposed improvement are from the radius returns at Pine Oak Drive to the dead end on the South end.

13333 Northwest Freeway, Suite 300, Houston, Texas 77040  
TBPE F-2726 | TBPLS 10110700 & 10110704  
T 713.462.3178 F 713.462.1031  
idsengineeringgroup.com

infrastructure design solutions

Ms. Julie Johnston  
 City of Dickinson  
 August 24, 2015  
 Page 2

The Scope of Services for this project is as follows.

**Basic Services – Roadway Design Phase:**

1. Conduct a topographic survey along the project roadway obtaining cross sections of the roadway and bar ditches at no more than 100 foot intervals, locating traffic control signs and observable above ground utilities. Establish vertical and horizontal control points along roadway. Identify paving materials of connecting driveways. Approximately 8,360 linear feet of roadway will be surveyed.
2. For each project roadway, prepare two (2) submittals of the construction documents and quantity estimates for roadway paving, 90% and Final Design, and meet with the City to review. The construction drawings will be prepared based on the City's design standards using AutoCAD. Roadway construction drawings will be plan view only, drawn at a scale of 1" = 40' showing up to 2,000-feet of roadway on each sheet. Final deliverables will be one (1) full-size (22" x 34") set of drawings, three (3) half-size (11" x 17") set of drawings (paper copies) and an electronic version of the drawings in PDF format.
3. Provide a summary of quantities for the roadways pavement.
4. Develop a Storm Water Pollution Prevention Plan (SWPPP) inclusive of the appropriate forms for City use.
5. Participate in up to three (3) site visits/coordination meetings with the City over the course of the design. Obtain necessary utility approvals and signatures for the construction documents.

**Basic Services – Bid/Construction Phase**

6. Preparation of the project manuals inclusive of the front end documents, bid proposal form and technical specifications for Projects A and B.
7. Preparation of a spreadsheet formatted quantity takeoff in electronic form and technical specifications for Projects C thru G.
8. Provide assistance to the City during the bidding phase of the project including attending the pre-bid conference and preparing responses to prospective bidder's questions and preparing the necessary addenda. Assist in the tabulation and analysis of bids, and furnish a recommendation for award of the construction contract.
9. As requested by the City, participate in up to three (3) site visits per project during construction to review progress and address questions.

**Compensation**

IDS proposes to perform the above described Scope of Services for the fees indicated below.

<b>Basic Services</b>	
Topographic Survey (Projects A thru G)	\$ 43,800.00 Lump Sum
Design Phase (Projects A thru G)	\$140,400.00 Lump Sum
Bid/Construction Phase (Projects A and B)	\$ 24,200.00 Lump Sum
<u>Bid/Construction Phase (Projects C thru G)</u>	<u>\$ 15,900.00 Lump Sum</u>
<b>Total Basic Services</b>	<b>\$224,300.00 Lump Sum</b>



Ms. Julie Johnston  
City of Dickinson  
August 24, 2015  
Page 3

Optional Services

1. Conduct abstracting and research to determine if existing roadways are within public right-of-way or private easement and identify limits of property adjacent to the project roadways. Prepare an exhibit for each roadway.
2. Prepare parcel descriptions consisting of exhibits and metes and bounds descriptions for right-of-way to be acquired from the adjoining tracts. Place monumentation of corners for right-of-way parcels.

Optional Services

Item 1:	Research and Right-of-Way Determination of Projects A thru G	\$3,500 Lump Sum
Item 2:	Prepare Exhibits and Metes & Bounds, Monument Parcels	\$1,500 per Parcel

Services which are specifically excluded from this Scope of Services are the following.

1. Geotechnical investigation results and pavement recommendation will be provided to IDS by the CITY.
2. Preparation of a Traffic Control Plan for the proposed roadway improvements.
3. Preparation of the project manuals inclusive of the bid proposal form and technical specifications. (Projects C thru G)
3. Preparation of cross sections for the proposed roadway
5. Preparation for and participation in public meetings.

All lump sum fee services will be invoiced monthly based on a percentage of work complete. The total estimated fee for basic services and Item 1 under optional services included in this proposal is \$227,800.00. IDS will not perform the optional services without prior, written authorization from the City.

For the services described above we propose to deliver the final construction documents in 120 calendar days following written notice to proceed.

We appreciate the opportunity to present this proposal to the City of Dickinson. If you need additional information in support of this proposal, please contact us at 713.462.3178.

Respectfully submitted,

Travis S. Sellers, P.E.  
Vice President

  
Chad A. Nesvadba, PE  
Project Manager

\\FS3\Projects\1800\184101000 City of Dickinson 2016 Street Improvements\PM\00 Proposal\City of Dickinson 2015-2016 Street Rehab Proposal 08-24-15.doc



**ATTACHMENT "B"**  
**INSURANCE LIMITS**

1.	General Liability	Each Occurrence:	\$1,000,000
		Damage to Rented Premises	\$300,000
		Medical Expenses (any one person)	\$10,000
		Personal and Adv. Injury	\$1,000,000
		General Aggregate:	\$2,000,000
		Products - Comp/Op Agg:	\$2,000,000
2.	Automobile Liability	Combined Single Limit:	\$1,000,000
3.	Excess Liability Umbrella Form	Each Occurrence:	\$3,000,000
		Aggregate:	\$3,000,000
4.	Worker's Compensation and Employers Liability	Each Accident:	\$500,000
		Disease - Each Employee:	\$500,000
		Disease - Policy Limit:	\$500,000
5.	Professional Liability	Each Claim	\$1,000,000
		Policy Year Aggregate	\$1,000,000



**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**            January 12, 2016

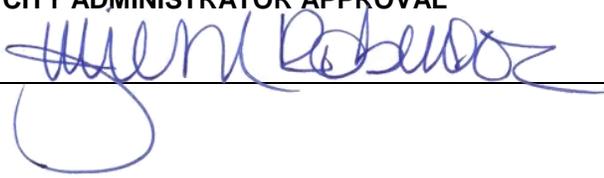
<b>TOPIC:</b>	Resolution Number XXX-2016  <b>A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RATIFYING THE ACTIONS OF THE MAYOR IN EXECUTING AN AGREEMENT FOR PAYMENT OF PAYROLL AND TRANSFER OF VEHICLE TITLE ASSOCIATED WITH ANIMAL CONTROL AND SHELTERING SERVICES; PROVIDING FOR INCORPORATION OF PREMABLE; AND PROVIDING AN EFFECTIVE DATE.</b>
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<b>BACKGROUND:</b>	During the transition of services from Texas Animal Control Solutions to the Cities of Dickinson, Santa Fe, and Clear Lake Shores, it became apparent that, in order for Texas Animal Control Solutions to pay its employees for the pay period beginning November 8, 2015, and ending November 21, 2015, the Cities would need to cover payroll. In exchange for covering the payroll for that time period, Texas Animal Control Solutions agreed to sign over the title to a 2003 Chevrolet 2500 series animal control truck, VIN 1GBGC24U83Z275683. Mayor Masters executed the Agreement for Payment of Payroll and Transfer of Vehicle Title Associated with Animal Control and Sheltering Services on December 2, 2015, and this Resolution will ratify the Mayor's actions in executing the Agreement.
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<b>RECOMMENDATION:</b>	Staff recommends approval of the Resolution.
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<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"> <li>• Resolution Number XXX-2016</li> </ul>
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<b>FUNDING ISSUES</b>	<input type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input checked="" type="checkbox"/> Full Amount already budgeted. This amount paid for payroll will be taken out of the funds already budgeted for animal control and sheltering services. Additionally, a portion of the costs associated with the payroll payment will be funded by the Cities of Santa Fe and Clear Lake Shores. <input type="checkbox"/> Funds to be transferred from Acct.#            -            -
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<b>SUBMITTING STAFF MEMBER</b>	<b>CITY ADMINISTRATOR APPROVAL</b>
Julie M. Robinson, City Administrator	

ACTIONS TAKEN		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**RESOLUTION NUMBER XXX-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RATIFYING THE ACTIONS OF THE MAYOR IN EXECUTING AN AGREEMENT FOR PAYMENT OF PAYROLL AND TRANSFER OF VEHICLE TITLE ASSOCIATED WITH ANIMAL CONTROL AND SHELTERING SERVICES; PROVIDING FOR INCORPORATION OF PREMABLE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on December 2, 2015, the Mayor determined that it was necessary and in the best interests of the City of Dickinson and its citizens to execute an Agreement for Payment of Payroll and Transfer of Vehicle Title Associated with Animal Control and Sheltering Services with Texas Animal Control Solutions (“Agreement”), a copy of which is attached hereto as Exhibit “A,” in order to provide for the agreed transfer of vehicle title for a 2003 Chevrolet 2500 series animal control truck from Texas Animal Control Solutions to the City of Dickinson in exchange for the City of Dickinson’s remittance of a payroll payment for the employees of Texas Animal Control Solutions for the pay period beginning November 8, 2015, and the Mayor executed such Agreement; and

**WHEREAS**, upon review and consideration of all matters attendant and related thereto, the City Council hereby finds and determines that: (1) it is in the best interests of the City of Dickinson and its citizens to execute the Agreement; and (2) that the actions of the Mayor in executing the Agreement should be ratified in all respects.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

Section 1. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The actions of the Mayor taken for and on behalf of the City in executing the Agreement as were in the judgment of the Mayor appropriate in order to effectuate the transfer of vehicle title from Texas Animal Control Solutions in exchange for the remittance of payroll payments are ratified in all respects.

Section 3. This Resolution shall become effective immediately upon its passage.

**DULY PASSED AND APPROVED** on this the \_\_\_\_\_ day of January, 2016.

\_\_\_\_\_  
Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

APPROVED AS TO FORM AND CONTENT:

\_\_\_\_\_  
Carolyn E. Anderson, City Secretary  
City of Dickinson, Texas

\_\_\_\_\_  
David W. Olson, City Attorney  
City of Dickinson, Texas

**EXHIBIT “A”**

**TO**

**RESOLUTION XXX-2016**

**AGREEMENT FOR PAYMENT OF PAYROLL AND  
TRANSFER OF VEHICLE TITLE  
ASSOCIATED WITH ANIMAL CONTROL AND SHELTERING SERVICES**

THIS PAYROLL PAYMENT AND VEHICLE TITLE AGREEMENT (hereinafter referred to as the "Title Agreement") is made and entered into by and between Texas Animal Control Solutions, Inc. (hereinafter referred to as "TACS") and the City of Dickinson, Texas, a municipal corporation, (hereinafter referred to as "Dickinson" or the "City").

**RECITALS:**

WHEREAS, Dickinson and TACS have entered into an agreement to provide animal control and sheltering services to Dickinson; and

WHEREAS, TACS is unable to meet payroll obligations for employees of TACS; and

WHEREAS, in the interest of maintaining animal control and sheltering services within the City and subject to obligations provided for in this Title Agreement, the City agrees to satisfy certain TACS payroll debts; and

WHEREAS, the City Council of Dickinson has determined entering into this Title Agreement is in the best interest of the City.

**NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND CONSIDERATION PROVIDED FOR HEREIN, THE RECEIPT AND SUFFICIENCY OF WHICH ARE HEREBY CONFIRMED, THE PARTIES HERETO AGREE TO THE FOLLOWING:**

Section 1. All matters stated above in the preamble are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. Payment of Payroll and Transfer of Vehicle Title. In the interest of maintaining continued animal control and sheltering services within the City of Dickinson, the City agrees to make payroll payments to employees of TACS for the pay period beginning on November 8, 2015 and ending on November 21, 2015. As consideration for this payroll payment, TACS hereby agrees to transfer vehicle title of a 2003 Chevrolet 2500 series animal control truck, VIN-1GBGC24U83Z275683, to the City immediately upon receipt of clear title from the Texas Department of Motor Vehicles. This Title Agreement does affect the obligations provided for in other agreements between TACS and the City.

IN WITNESS THEREOF, we have hereunto set our hands this the 2nd day of December, 2015, in the duplicate originals.

Texas Animal Control Solutions

Charles Kerry Payne  
By: Charles Kerry Payne, Owner

City of Dickinson

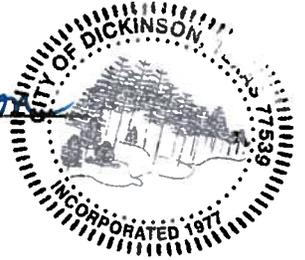
Julie Masters  
By: Julie Masters, Mayor

Attest:

\_\_\_\_\_  
By: Witness

Attest:

Carolyn E. Anderson  
By: Carolyn E. Anderson,  
City Secretary



**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**            January 12, 2016

<b>TOPIC:</b>	Resolution Number XXX-2016
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**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RATIFYING THE ACTIONS OF THE CITY ADMINISTRATOR IN EXECUTING A LEASE AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND PATRICK RESTIVO FOR THE PROPERTY LOCATED AT 3811 DICKINSON AVENUE, DICKINSON, TEXAS; PROVIDING FOR INCORPORATION OF PREMABLE; AND PROVIDING AN EFFECTIVE DATE.**

<b>BACKGROUND:</b>	<p>As part of the transition of services from Texas Animal Control Solutions to the Cities of Dickinson, Santa Fe, and Clear Lake Shores, City Administrator Julie Robinson negotiated and executed a Lease Agreement with Patrick Restivo for the property located at 3811 Dickinson Avenue, Dickinson, Texas ("Property"). This is the current location of the animal shelter, and it was necessary to get at least a short-term lease agreement in place in order to continue using the Property for the animal shelter. The term of this Lease Agreement is only two months to allow the City and Mr. Restivo time to negotiate a longer term lease.</p> <p>Under the Agreement, the City will pay Mr. Restivo rent of \$3,500.00 per month, and there is a base monthly rent of \$2,000.00. The City is able to reduce the monthly rent down to \$2,000.00 to recoup any costs associated with structural improvements to the Property. Since the City has reimbursed Lanco Plumbing for the plumbing repairs to the structure that were required in order to obtain the Certificate of Occupancy and for which Texas Animal Control Solutions did not pay, the City's rent for the month of December 2015 was \$2,000.00, and the January rent payment will be \$2,617.50.</p> <p>This Resolution will ratify the City Administrator's actions in executing the Lease Agreement with Mr. Restivo for the Property.</p>
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<b>RECOMMENDATION:</b>	Staff recommends approval of the Resolution.
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<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"> <li>• Resolution Number XXX-2016</li> </ul>
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<b>FUNDING ISSUES</b>	<input type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input checked="" type="checkbox"/> Full Amount already budgeted. This amount will be taken out of the funds already budgeted for animal control and sheltering services. Additionally, a portion of the costs associated with the
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**ACTIONS TAKEN**

<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>
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**Dickinson City Council  
Agenda Item Data Sheet**

Lease Agreement will be funded by the Cities of Santa Fe and Clear Lake Shores. <input type="checkbox"/> Funds to be transferred from Acct.#       -       -
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<b>SUBMITTING STAFF MEMBER</b>	<b>CITY ADMINISTRATOR APPROVAL</b>
Julie M. Robinson, City Administrator	

---

<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**RESOLUTION NUMBER XXX-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, RATIFYING THE ACTIONS OF THE CITY ADMINISTRATOR IN EXECUTING A LEASE AGREEMENT BY AND BETWEEN THE CITY OF DICKINSON, TEXAS AND PATRICK RESTIVO FOR THE PROPERTY LOCATED AT 3811 DICKINSON AVENUE, DICKINSON, TEXAS; PROVIDING FOR INCORPORATION OF PREMABLE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on December 14, 2015, the City Administrator determined that it was necessary and in the best interests of the City of Dickinson and its citizens to execute Lease Agreement by and between the City of Dickinson, Texas and Patrick Restivo for the property located at 3811 Dickinson Avenue, Dickinson, Texas ("Property") ("Agreement"), a copy of which is attached hereto as Exhibit "A," in order to allow for the continued use of such Property for the provision of animal control and sheltering services, and the City Administrator executed such Agreement; and

**WHEREAS**, upon review and consideration of all matters attendant and related thereto, the City Council hereby finds and determines that: (1) it is in the best interests of the City of Dickinson and its citizens to execute the Agreement; and (2) that the actions of the City Administrator in executing the Agreement should be ratified in all respects.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

Section 1. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The actions of the City Administrator taken for and on behalf of the City in executing the Agreement as were in the judgment of the City Administrator appropriate in order to proceed expeditiously with the implementation of animal control and sheltering services are ratified in all respects.

Section 3. This Resolution shall become effective immediately upon its passage.

**DULY PASSED AND APPROVED** on this the \_\_\_\_\_ day of January, 2016.

\_\_\_\_\_  
Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

APPROVED AS TO FORM AND CONTENT:

\_\_\_\_\_  
Carolyn E. Anderson, City Secretary  
City of Dickinson, Texas

\_\_\_\_\_  
David W. Olson, City Attorney  
City of Dickinson, Texas

**EXHIBIT “A”**

**TO**

**RESOLUTION XXX-2016**

## LEASE AGREEMENT

THIS LEASE AGREEMENT (the "Lease"), made and entered into this 14th day of December 2015 by and between Patrick Restivo, hereinafter referred to as "Lessor," and the City of Dickinson, Texas, a home-rule municipality organized and existing pursuant to the laws of the State of Texas, hereinafter referred to as "Lessee."

WHEREAS, Lessee desires to lease from Lessor and Lessor desires to lease to Lessee the real property located at 3811 Dickinson Avenue, being described as the Animal Shelter Facility (the "Facility"), situated in Dickinson, Galveston County, Texas;

NOW, THEREFORE, subject to the terms, provisions and conditions hereinafter set forth, and in consideration of the covenants of payment and performance stipulated herein, Lessor does hereby lease, demise and let unto Lessee, and Lessee, subject to the terms of this Lease, does hereby lease and rent from Lessor the real property described above, and the parties further agree as follows:

1. Term. The term of this Lease shall be for a period of sixty (60) days, said term to commence December 1, 2015 and terminate on February 1, 2016.
2. Rent.
  - (a) Payment of Monthly Rent: Lessee agrees to pay Lessor Net Monthly Rent equal to a Gross Monthly Rent of \$3,500.00 less any reductions calculated in accordance with subsection (b) below; however, in no event shall the Net Monthly Rent fall below the Base Monthly Rent of \$2,000.00 per month.
  - (b) Calculation of Net Monthly Rent: If Lessee pays a current outstanding bill directly to Lanco Plumbing that totals \$2,382.50 (hereinafter called the "Bill"), then Lessee shall deduct that amount from the Gross Monthly Rent payments; however, such reduction shall not fall below the Base Monthly Rent for any given monthly rent period. Therefore, if the Bill is paid directly to Lanco Plumbing by the Lessee, then the December rent due the Lessor shall be \$2,000.00 (Lessee receives credit for the \$1,500 portion of the amount paid to Lanco Plumbing), and the January rent shall be \$2,617.50 (Lessee receives credit for the \$882.50 balance paid to Lanco Plumbing). The Net Monthly Rent for December shall be due and payable to Lessor within five (5) days of the date of execution of this Lease, and the January monthly rent shall be due and payable on or before the 1st day of such month.
3. Liability Insurance. Lessee shall maintain liability insurance coverage and add the Lessor as an additional insured party. The Lessee will provide Lessor with a Certificate of Insurance.

4. Structural Improvements to Facility. Any proposed structural improvements to the Facility shall be submitted to Lessor for approval prior to Lessee commencing such improvements. If prior approval is received, Lessee may deduct the cost of such approved structural improvements to the Facility from the Gross Monthly Rent; however, such Rent shall not fall below the Base Monthly Rent of \$2,000 per month.
5. Notices. Any notice hereunder shall be sufficient if sent by registered mail to:
- LESSEE: Attn: Julie Robinson, City Administrator  
City of Dickinson  
4403 Highway 3  
Dickinson, Texas 77539
- LESSOR: Patrick Restivo  
3809 Dickinson Avenue  
Dickinson, Texas 77539
6. Right to Terminate. Lessor and Lessee, upon delivery of written notification of a breach of this Lease to the other party, shall have the right to terminate this Lease within seven (7) days from the date of notification from the other party, unless such breach is otherwise cured by the breaching party. Notwithstanding the foregoing, this Lease shall terminate automatically upon approval of a longer termed lease for the Facility, as negotiated by the parties to this Lease.

EXECUTED in duplicate originals this 14<sup>th</sup> day of December 2015.

LESSOR:

By: 

Patrick Restivo

LESSEE: THE CITY OF DICKINSON

By: 

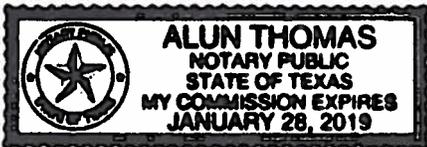
Julie Robinson, City Administrator

**ACKNOWLEDGEMENT**

THE STATE OF TEXAS           §  
  §  
COUNTY OF GALVESTON       §

BEFORE ME, the undersigned authority, on this day personally appeared Patrick Restivo, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this 14<sup>th</sup> day of December, 2015.



(SEAL)

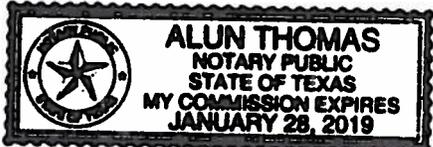
Alun Thomas  
Notary Public In and For the State of Texas  
My Commission Expires: 1-28-2019

**ACKNOWLEDGEMENT**

THE STATE OF TEXAS           §  
  §  
COUNTY OF GALVESTON       §

BEFORE ME, the undersigned authority, on this day personally appeared Julie Robinson, City Administrator of the City of Dickinson, Texas, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this 14<sup>th</sup> day of December, 2015.



(SEAL)

Alun Thomas  
Notary Public In and For the State of Texas  
My Commission Expires: 1-28-2019

**MEETING DATE**            January 12, 2016

**TOPIC:**                    Ordinance Number XXX-2016

**AN ORDINANCE OF THE CITY OF DICKINSON, TEXAS, ADOPTING CHAPTER 3, ECONOMIC DEVELOPMENT, OF THE COMPREHENSIVE PLAN; PROVIDING FOR THE INCORPORATION OF PREMABLE; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, A SAVINGS CLAUSE, AND AN EFFECTIVE DATE.**

**BACKGROUND:**        On June 22, 2015, the DEDC Board reviewed and approved the Goals, Objectives and Action Items contained in the Proposed Chapter 3, Economic Development, and the Guiding Principles and Recommendations were developed to coincide with the Goals, Objectives and Action Items. The Proposed Chapter 3, Economic Development, which is the first of the chapters of the new Comprehensive Plan, was presented to the City Council on September 22, 2015. On that date, a public hearing was held and the ordinance was read for the first time. The Council had additional questions during the September 22, 2015 meeting, and, based on the discussion, the Council tabled the ordinance. Following the meeting, City staff received revisions to the draft Economic Development Chapter that were scheduled to be discussed with the DEDC Board.

During the October 12, 2015 Board meeting, the DEDC Board discussed the inclusion of the following into the Goals, Objectives and Action Items:

- Under Objective 3.1.2: Add a new Action Item that would read “Create a campaign to proactively recruit, incentivize, and nurture the success of entrepreneurs in new business startups or opening a second location in Dickinson focusing on, but not limited to, the Highway 3 Overlay District and unique businesses not currently found in the Primary Trade Area.”
  - This could be added as Action Item 3.1.2.5 and the rest of the Action Items following could be renumbered.
- Under Objective 3.1.4: Add a new Action Item 3.1.4.10 that would read “Encourage and support skill-development, internship, mentoring and job fair programs

**ACTIONS TAKEN**

<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>
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offered by educational institutions for students to ensure adequate workforce development opportunities.

- Under Goal 3.2, Promote and Increase Tourism:
  - Add a new Action Item 3.2.1.10 that would read “Support the enhancement and marketing of the Dickinson Bayou Boat Ramp area for fishing, boating, kayaking, canoeing and other venue appropriate events.”
  - Add a new Action Item 3.2.1.11 that would read “Support the development and enhancement of community facilities and projects that improve the quality of life within the City of Dickinson, including connectivity, streetscapes, and building a sense of place.”

Several Board members submitted additional changes that were incorporated into the revised Chapter, in addition to the specific Action Items requested by Mayor Masters.

On October 12, 2015, the DEDC Board approved the revised Chapter 3, Economic Development, and recommended approval by the City Council.

During the December 8, 2015 Workshop Meeting, the Council discussed the revised Economic Development Chapter as approved and recommended for approval by the DEDC Board. Council had the following additional revisions, and these revisions have been included in the final version of the Economic Development Chapter:

- 5<sup>th</sup> Bullet Point on Page 24: The reapproval of the Street Maintenance Sales Tax in 2015 has been included.
- 6<sup>th</sup> Bullet Point on Page 28: The word “improving” has been changed to “maintaining.”
- Top of Page 30: The phrase “without major extensions of infrastructure and services” has been deleted from the end of the sentence.
- Action Item 3.1.1.1: The term “Preferred Plan” has been replaced with the phrase “approved Land Use Plan.”

**ACTIONS TAKEN**

APPROVAL	READINGS PASSED	OTHER
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	

**Dickinson City Council  
Agenda Item Data Sheet**

- Action Item 3.1.4.6: The phrase “in accordance with the approved Community Facilities and Services Chapter of the Comprehensive Plan” has been added to the end of the sentence.
- Action Item 3.1.5.1: The phrase “from 22% to” has been included to reflect the City’s current commercial property tax base amount.

A redlined version of Chapter 3 Economic Development is provided with this agenda item.

As discussed with the Council on December 8, 2015, this agenda item formally adopts the revised Chapter 3, Economic Development, as a chapter of the new Comprehensive Plan. Staff intends to bring chapters forward as they are completed to facilitate the completion of the Comprehensive Plan.

Although this is technically the second reading of this Ordinance, it is posted as the first reading of the Ordinance since the Ordinance was tabled on September 22, 2015.

**RECOMMENDATION:** Staff recommends approval of the Ordinance.

**ATTACHMENTS:**

- Ordinance Number XXX-2016
- Redlined Version of Chapter 3, Economic Development, Incorporating Revisions Requested By Council During The December 8, 2015 Workshop Meeting

**FUNDING ISSUES**

Not applicable  
 Not budgeted  
 Full Amount already budgeted.  
 Funds to be transferred from Acct.#            -       -

<b>SUBMITTING STAFF MEMBER</b>	<b>CITY ADMINISTRATOR APPROVAL</b>
Julie M. Robinson, City Administrator	

<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**ORDINANCE NUMBER XXX-2016**

**AN ORDINANCE OF THE CITY OF DICKINSON, TEXAS, ADOPTING CHAPTER 3, ECONOMIC DEVELOPMENT, OF THE COMPREHENSIVE PLAN; PROVIDING FOR THE INCORPORATION OF PREMABLE; AND PROVIDING A REPEALER CLAUSE, A SEVERABILITY CLAUSE, A SAVINGS CLAUSE, AND AN EFFECTIVE DATE.**

**WHEREAS**, the City Council has been presented with a proposed Chapter 3, Economic Development, of the new Comprehensive Plan, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference, and finds that it provides a framework for planning and guiding economic development within the City; and

**WHEREAS**, the City Council finds that it is in the public interest, health, safety and general welfare to adopt such Chapter 3, Economic Development, of the Comprehensive Plan.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OAK POINT, TEXAS, THAT:**

Section 1. The facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. Chapter 3, Economic Development, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference, is hereby adopted as Chapter 3, Economic Development, of the Comprehensive Plan of the City of Dickinson.

Section 3. All provisions of the ordinances of the City of Dickinson in conflict with the provisions of this Ordinance are hereby repealed, and all other provisions of the Ordinances of the City of Dickinson not in conflict with the provisions of this Ordinance shall remain in full force and effect.

Section 4. The repeal of any ordinance or part of ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions of any ordinance at the time of passage of this Ordinance.

Section 6. In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Dickinson, Texas, declares that it would have passed each and every part of

the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

Section 7. This Ordinance shall become effective upon final reading and adoption of this Ordinance, in accordance with law.

**DULY PASSED AND APPROVED** on first reading this the \_\_\_\_\_ day of January, 2016.

**DULY PASSED AND APPROVED** on second reading this \_\_\_\_\_ day of January, 2016.

**DULY PASSED, APPROVED, AND ADOPTED** on third and final reading this \_\_\_\_ day of \_\_\_\_\_, 2016.

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Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

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Carolyn E. Anderson, City Secretary  
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

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David W. Olson, City Attorney  
City of Dickinson, Texas

**EXHIBIT “A”**

**TO**

**ORDINANCE XXX-2016**

Chapter

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**3 ECONOMIC  
DEVELOPMENT**







The growth in Dickinson's Primary Trade Area has been anticipated for several years, and, in order to prepare for such growth, the City has undertaken a number of long-term planning efforts, projects and established programs to encourage and facilitate growth. Some of Dickinson's efforts include:

- Creation of Dickinson Economic Development Corporation which allows a portion of the City's sales tax to be utilized for economic development and quality of life projects. The responsibility of the Dickinson Economic Development Corporation is to reinvest these funds in Dickinson to expand the City's tax base and create quality job opportunities for Dickinson residents.
- Development of Highway 3 Overlay District and Corresponding Highway 3 Overlay District Property Improvement Program funded through Dickinson Economic Development Corporation to encourage and incentive both new and existing businesses in building and/or upgrading to the new Overlay District standards
- Creation of a Planned Development Zoning District specifically to provide a mechanism through which mixed use developments may be created.
- Development of a Comprehensive Drainage Study through which major drainage infrastructure improvements were identified and projects undertaken to implement the infrastructure improvements.
- Submission of and approval by Dickinson voters of a ¼ cent Street Maintenance Sales Tax in May of 2011, and reapproval in 2015, to create a dedicated funding source of street infrastructure repairs and reconstruction. Since approval of the Street Maintenance Sales Tax in 2011, Dickinson has undertaken \$3,613,908 in street reconstruction projects, and an additional \$6,383,091 in street reconstruction projects are scheduled over the next 5 years.
- Approval of Revised Tax Abatement Program to encourage green building for commercial developments.
- Approval of a Revised Economic Development Incentives Program that allows for making loans and grants of public money

and providing personnel and services of the City to promote economic development and stimulate business and commercial activity in the City. Since 2012, the use of economic development incentives has resulted in over \$5.6 million for the City and over \$1.8 million for Dickinson Management District No. 1 in net sales tax revenues.

In 2008, City Council authorized the Dickinson Management District No. 1 to levy the remaining one half cent sales tax available to the City of Dickinson to allow commercial property owners to work together to supplement City services and improvements to promote economic growth. The DMD No.1 may fund a variety of improvements and services within its district including public safety, maintenance, and business recruitment, relief of traffic congestion, recreation, and cultural enhancement projects.

With the anticipated growth of a vibrant commercial/retail tax base, the City must consider goals, objectives and actions that will attract and sustain desirable businesses. Commercial establishments will, in turn, begin to provide additional tax revenues that will ultimately support the community's quality of life. Specifically, the City must partner with its commercial property owners to attract businesses that will provide jobs and/or goods and services for its citizens. These businesses should be of sufficient caliber as to attract shoppers and patrons from the surrounding residential areas who will contribute substantially to the tax base.

## **GUIDING PRINCIPLES**

Principles serve as guides for decision-making and the development of goals and objectives. They should be a continual reference for City officials and City staff and should be used to assure that goals, objectives, and actions are addressed when reviewing new economic development opportunities. During the planning task force meetings, members explained that many residents leave the community daily for employment in the region. They spoke of the opportunity to encourage local job creation, which will stimulate the local economy. Other opportunities include the City's great proximity and easy access to Houston and Galveston, the number of vacant parcels, and Dickinson's unique, small town charm. Task force members also expressed the opportunity of the Highway 3 Overlay District<sup>2</sup>, which encourages the development of a central downtown area, where commercial development can be focused. Guidance from the Planning Task Force and in cooperation with the Dickinson



Economic Development Corporation, the following are guiding principles, which include:

- Creating new jobs.
- Retaining existing jobs and strengthening of existing businesses.
- Assuring new economic activity will have a good community or cultural “fit”; that economic growth will be of a scale and type that can draw on existing human resources and is compatible with community character and environmental quality.
- Decreasing the property tax burden for Dickinson residents.
- Diversifying Dickinson Tax Base by increasing Commercial Development and Sales Tax Generators.
- Maintaining fiscal stability for City government.
- Continuing development and improvement of community resources that will contribute to a favorable business environment.
- Maintaining a local economy characterized by resilience, creativity, innovativeness and initiative; an economy that promotes entrepreneurship and new business formation (i.e. “startup” businesses) that does not cause undue risk to the City.
- Undertaking efforts to engage businesses as active members of the community.
- Encouraging development within the Highway 3 Overlay District of specialty retail, restaurants, and office space to create a Main Street/City Center area.
- Maintaining and enhancing neighborhood commercial and business centers.
- Creating community qualities and a community image that are attractive to businesses as well as residents and visitors.
- Promoting commercial development appropriate in the areas of FM 646 and FM 517 and FM 517 east of FM 1266 to meet day-to-day retail and service needs of nearby residents.
- Encouraging infill development of vacant and underutilized



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land designated for development as a way of meeting housing



and employment needs.

- Promoting mixed use by encouraging office and/or residential units on upper floors in commercial areas.
- Maintaining and enhancing a Business-Friendly Environment and Reputation.

## **RECOMMENDATIONS**

To boost economic growth and increase the City's property and sales tax base, it is important for the City to grow its commercial base. This can be done through a series of policies that encourage the establishment of new business within the City.

### **City Center**

The City is currently developing the City Center district through the Highway 3 Overlay District. This district can spur economic growth, increase walkability and connectivity, and encourage the City's uniqueness and small town charm. The district will offer mixed-use development for both commercial and residential uses and aligns with the City's current Highway 3 Overlay District (more information can be found in Part II, Chapter 18, Article XI of the City's Code of Ordinances).

### **Business Park**

The Business Park has been identified as an appropriate use for a portion of a large site along Hughes Road. The Business Park would be part of a much larger development, offering a place for small business to locate. The Business Park would be an appropriate location for insurance agencies, hair salons, law offices, dentist and other medical offices and other local establishments.

### **Commercial on the Bayou**

The Commercial on the Bayou district would offer a variety of possibilities for use, but the overall goal is to create an area that attracts both local and regional users. The site would ideally be located at the intersection of IH 45 and Dickinson Bayou, offering prime access to drivers on IH 45.

## GOALS, OBJECTIVES, AND ACTION ITEMS

The following goals, objectives, and action items were developed in coordination with the Dickinson Economic Development Corporation, to ensure alignment between the City and the DEDC.

**Goal 3.1 Encourage appropriate commercial and retail development in the City to expand the commercial tax base, increase sales tax revenues, and create jobs in a manner that supports the community character and quality of life, promotes a vigorous, diversified and regionally competitive economy and provides maximum tax relief for homeowners while still responding to demands for quality services.**

Objective 3.1.1 Guide location of commercial areas through land use planning.

Action 3.1.1.1 Locate commercial development in conformance with the approved Land Use Plan.

Action 3.1.1.2 Acquire key parcels of land for master commercial development, as appropriate.

Action 3.1.1.3 Encourage and facilitate development within the Highway 3 Overlay District to the greatest extent possible.

Objective 3.1.2 Attract desirable businesses to locate within appropriate commercial areas to complement the City's image and quality lifestyle and increase a sense of community.

Action 3.1.2.1 Identify targeted business categories on which to focus recruitment efforts.

Action 3.1.2.2 Partner with commercial property owners, commercial real estate brokers, and community business leaders to facilitate recruitment of targeted businesses through the use of effective recruiting and promotional techniques, appropriate incentive offerings, and responsiveness to business needs.

Action 3.1.2.3 Host special events designed to promote the public exposure of new businesses and the recognition of awards or special achievements for existing businesses.

Action 3.1.2.4 Develop the City Center that may serve as a new business incubator and retain a management company to provide



year-round programming for any facility that may be developed.

Action 3.1.2.5 Create a campaign to proactively recruit, incentivize, and nurture the success of entrepreneurs in new business startups or opening a second location in Dickinson focusing on, but not limited to, the Highway 3 Overlay District and unique businesses not currently found in the Primary Trade Area.

Action 3.1.2.6 Actively promote Dickinson properties to hotel and/or motel developers.

Action 3.1.2.7 Develop economic incentive packages that will encourage the development of select service and/or full service hotels.

#### Objective 3.1.3 Support and promote existing businesses.

Action 3.1.3.1 Create a campaign to encourage residents to shop locally and to increase public awareness of the importance of sales tax revenue.

Action 3.1.3.2 Establish comprehensive business retention program for existing businesses.

Action 3.1.3.3 Establish strong working relationships with existing businesses to learn about their businesses, any concerns or needs, and how the City and Dickinson Economic Development Corporation may assist in supporting and expanding their businesses.

#### Objective 3.1.4 Develop and improve community resources that contribute to a favorable business environment and encourage high-quality commercial development.

Action 3.1.4.1 Continue to offer economic incentives that are fiscally sound, commensurate with anticipated benefits, and competitive with other communities.

Action 3.1.4.2 Work to ensure responsive and efficient regulatory and development processes that balance customer service excellence with public accountability.

Action 3.1.4.3 Foster an organizational culture of the City that maximizes employee motivation and proficiency through recog-

dition, training and team-building programs.

Action 3.1.4.4 Proactively identify and prioritize as part of the City's Capital Improvement Program those infrastructure projects needed to establish a foundation for subsequent development and infrastructure expansion.



Action 3.1.4.5 Engage in ongoing strategic transportation and mobility planning to help ensure adequate capacity and efficiency for the City's thoroughfare system.

Action 3.1.4.6 Evaluate City's ability to absorb County parks located within Dickinson in accordance with the approved Community Facilities and Services Chapter of the Comprehensive Plan.

Action 3.1.4.7 Contingent upon the determination by the City Council of the City's ability to absorb County parks located within Dickinson, develop and maintain a comprehensive park system to provide diverse leisure opportunities for all of Dickinson.

Action 3.1.4.8 Actively promote the success and expansion of all public festivals and seasonal events.

Action 3.1.4.9 Continue to maintain and enhance strategic partnerships with other regional economic development organizations including Bay Area Houston Economic Partnership (BAHEP) and Galveston County Economic Alliance (GCEA).

Action 3.1.4.10 Encourage and support skill-development, internship, mentoring and job fair programs offered by educational institutions for students to ensure adequate workforce development opportunities.

#### Objective 3.1.5 Reduce the tax burden of residential property owners

Action 3.1.5.1 Facilitate the growth of the commercial property tax base from 22% to at least 30 percent of the City's total property tax base by the end of 2020.

Action 3.1.5.2 Facilitate the construction of at least 10,000 square feet of commercial, retail and office space within the Highway 3 Overlay District by the end of 2020.

#### Objective 3.1.6 Create an aggressive marketing program to encourage the attraction of targeted commercial and retail developments.

Action 3.1.6.1 Focus marketing efforts primarily on the retail uses identified in the City's Retail Trade Area Analysis and Leakage Analysis.

Action 3.1.6.2 Communicate the City's strategic advantages and development opportunities to commercial real estate brokers/ developers, site location consultants, corporate real estate executives, regional marketing allies, elected representatives, local business leaders and commercial landowners.

Action 3.1.6.3 Invest in enhanced technical assets and capabili-



ties such as specialized software and/or subscription services and maintain a dedicated economic development website.

Action 3.1.6.4 Continuously research, collect and analyze all demographic, tax rate, and competitive comparison data needed to demonstrate the City's strategic advantages.

Action 3.1.6.5 Maintain a current collection of printed and electronic marketing materials, distribution lists, and promotional items for the City and Dickinson Economic Development Corporation.

Action 3.1.6.6 Mount a public relations campaign designed to maximize media exposure for significant economic development accomplishments and opportunities.

Action 3.1.6.7 Establish a continuous advertising presence in those trade publications, websites, conferences and other information sources that are most frequently used by our targeted audiences.

Action 3.1.6.8 Pursue a variety of direct marketing efforts including email and postal solicitations, social media, routine cold calls, public speaking events, and participation in ICSC and other commercial broker events.

Action 3.1.6.9 Maintain an active membership in select economic development, commercial real estate, and target industry associations and attend meetings and networking functions on a regular basis.

## **Goal 3.2 Promote and increase tourism**

Objective 3.2.1 Market and promote activities that attract outside visitors to Dickinson in support of retail, service and hotel businesses

Action 3.2.1.1 Coordinate City of Dickinson tourism brochure to market key events, activities and destinations throughout the year.

Action 3.2.1.2 Actively promote the success and expansion of all public festivals and seasonal events.

Action 3.2.1.3 Develop new tourism initiatives including geocaching, arts, culture and heritage tourism, agricultural and culinary tourism, and nature-based and ecotourism.

Action 3.2.1.4 Identify, encourage development of, and promote under-tapped niche visitor markets and experiences.

Action 3.2.1.5 Market the Dickinson Historic Railroad Center for tourism initiatives and special events.

Action 3.2.1.6 Review current sign placement throughout City and evaluate relocation and/or improvement needed.

Action 3.2.1.7 Develop Master Sign Plan that includes Wayfinding Signs consistent with branding.

Action 3.2.1.8 Actively promote Dickinson properties to hotel/motel developers.

Action 3.2.1.9 Develop economic incentive packages that will encourage the development of select service and/or full service hotels.

Action 3.2.1.10 Support the enhancement and marketing of the Dickinson Bayou Boat Ramp area for fishing, boating, kayaking, canoeing and other venue appropriate events.

Action 3.2.1.11 Support the development and enhancement of community facilities and projects that improve the quality of life within the City of Dickinson, including connectivity, streetscapes, and building a sense of place.



## ENDNOTES

<sup>1</sup> The Retail Coach. (2014) *Retail Trade Area Gap/Opportunity Analysis*.

<sup>2</sup> The City of Dickinson. (2014) *Code of Ordinances, Chapter 18, Part II, Article XI*.

**DIVIDER PAGE**

Chapter

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**3 ECONOMIC  
DEVELOPMENT**







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- Submission of and approval by Dickinson voters of a ¼ cent Street Maintenance Sales Tax in May of 2011, [and reapproval in 2015](#), to create a dedicated funding source of street infrastructure repairs and reconstruction. Since approval of the Street Maintenance Sales Tax [in 2011](#), Dickinson has undertaken \$3,613,908 in street reconstruction projects, and an additional \$6,383,091 in street reconstruction projects are scheduled over the next 5 years.
- Approval of Revised Tax Abatement Program to encourage green building for commercial developments.
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economic development and stimulate business and commercial



activity in the City. Since 2012, the use of economic development incentives has resulted in over \$5.6 million for the City and over \$1.8 million for Dickinson Management District No. 1 in net sales tax revenues.

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## **GUIDING PRINCIPLES**

Principles serve as guides for decision-making and the development of goals and objectives. They should be a continual reference for City officials and City staff and should be used to assure that goals, objectives, and actions are addressed when reviewing new economic development opportunities. During the planning task force meetings, members explained that many residents leave the community daily for employment in the region. They spoke of the opportunity to encourage local job creation, which will stimulate the local economy. Other opportunities include the City's great proximity and easy access to Houston and Galveston, the number of vacant parcels, and Dickinson's unique, small town charm. Task force members also expressed the opportunity of the Highway 3 Overlay District<sup>2</sup>, which encourages the development of a central downtown area, where commercial development can be focused. Guidance



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from the Planning Task Force and in cooperation with the Dickinson



Economic Development Corporation, the following are guiding principles, which include:

- Creating new jobs.
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- Decreasing the property tax burden for Dickinson residents.
- Diversifying Dickinson Tax Base by increasing Commercial Development and Sales Tax Generators.
- Improving Maintaining fiscal stability for City government.
- Continuing development and improvement of community resources that will contribute to a favorable business environment.
- Maintaining a local economy characterized by resilience, creativity, innovativeness and initiative; an economy that promotes entrepreneurship and new business formation (i.e. “startup” businesses) that does not cause undue risk to the City.
- Undertaking efforts to engage businesses as active members of the community.
- Encouraging development within the Highway 3 Overlay District of specialty retail, restaurants, and office space to create a Main Street/City Center area.
- Maintaining and enhancing neighborhood commercial and business centers.
- Creating community qualities and a community image that are attractive to businesses as well as residents and visitors.
- Promoting commercial development appropriate in the areas of FM 646 and FM 517 and FM 517 east of FM 1266 to meet day-to-day retail and service needs of nearby residents.
- Encouraging infill development of vacant and underutilized



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land designated for development as a way of meeting housing



and employment needs ~~without major extensions of infrastructure and services.~~

- Promoting mixed use by encouraging office and/or residential units on upper floors in commercial areas.
- Maintaining and enhancing a Business-Friendly Environment and Reputation.

## RECOMMENDATIONS

To boost economic growth and increase the City's property and sales tax base, it is important for the City to grow its commercial base. This can be done through a series of policies that encourage the establishment of new business within the City.

### City Center

The City is currently developing the City Center district through the Highway 3 Overlay District. This district can spur economic growth, increase walkability and connectivity, and encourage the City's uniqueness and small town charm. The district will offer mixed-use development for both commercial and residential uses and aligns with the City's current Highway 3 Overlay District (more information can be found in Part II, Chapter 18, Article XI of the City's Code of Ordinances).

### Business Park

The Business Park has been identified as an appropriate use for a portion of a large site along Hughes Road. The Business Park would be part of a much larger development, offering a place for small business to locate. The Business Park would be an appropriate location for insurance agencies, hair salons, law offices, dentist and other medical offices and other local establishments.

### Commercial on the Bayou

The Commercial on the Bayou district would offer a variety of possibilities for use, but the overall goal is to create an area that attracts both local and regional users. The site would ideally be located at the intersection of IH 45 and Dickinson Bayou, offering prime access to drivers on IH 45.

## GOALS, OBJECTIVES, AND ACTION ITEMS

The following goals, objectives, and action items were developed in coordination with the Dickinson Economic Development Corporation, to ensure alignment between the City and the DEDC.

**Goal 3.1 Encourage appropriate commercial and retail development in the City to expand the commercial tax base, increase sales tax revenues, and create jobs in a manner that supports the community character and quality of life, promotes a vigorous, diversified and regionally competitive economy and provides maximum tax relief for homeowners while still responding to demands for quality services.**

Objective 3.1.1 Guide location of commercial areas through land use planning.

Action 3.1.1.1 Locate commercial development in conformance with the ~~Preferred~~ approved Land Use Plan.

Action 3.1.1.2 Acquire key parcels of land for master commercial development, as appropriate.

Action 3.1.1.3 Encourage and facilitate development within the Highway 3 Overlay District to the greatest extent possible.

Objective 3.1.2 Attract desirable businesses to locate within appropriate commercial areas to complement the City's image and quality lifestyle and increase a sense of community.

Action 3.1.2.1 Identify targeted business categories on which to focus recruitment efforts.

Action 3.1.2.2 Partner with commercial property owners, commercial real estate brokers, and community business leaders to facilitate recruitment of targeted businesses through the use of effective recruiting and promotional techniques, appropriate incentive offerings, and responsiveness to business needs.

Action 3.1.2.3 Host special events designed to promote the public exposure of new businesses and the recognition of awards or special achievements for existing businesses.

Action 3.1.2.4 Develop the City Center that may serve as a new business incubator and retain a management company to provide



year-round programming for any facility that may be developed.

Action 3.1.2.5 Create a campaign to proactively recruit, incentivize, and nurture the success of entrepreneurs in new business startups or opening a second location in Dickinson focusing on, but not limited to, the Highway 3 Overlay District and unique businesses not currently found in the Primary Trade Area.

Action 3.1.2.6 Actively promote Dickinson properties to hotel and/or motel developers.

Action 3.1.2.7 Develop economic incentive packages that will encourage the development of select service and/or full service hotels.

#### Objective 3.1.3 Support and promote existing businesses.

Action 3.1.3.1 Create a campaign to encourage residents to shop locally and to increase public awareness of the importance of sales tax revenue.

Action 3.1.3.2 Establish comprehensive business retention program for existing businesses.

Action 3.1.3.3 Establish strong working relationships with existing businesses to learn about their businesses, any concerns or needs, and how the City and Dickinson Economic Development Corporation may assist in supporting and expanding their businesses.

#### Objective 3.1.4 Develop and improve community resources that contribute to a favorable business environment and encourage high-quality commercial development.

Action 3.1.4.1 Continue to offer economic incentives that are fiscally sound, commensurate with anticipated benefits, and competitive with other communities.

Action 3.1.4.2 Work to ensure responsive and efficient regulatory and development processes that balance customer service excellence with public accountability.

Action 3.1.4.3 Foster an organizational culture of the City that maximizes employee motivation and proficiency through recog-

dition, training and team-building programs.

Action 3.1.4.4 Proactively identify and prioritize as part of the City's Capital Improvement Program those infrastructure projects needed to establish a foundation for subsequent development and infrastructure expansion.



Action 3.1.4.5 Engage in ongoing strategic transportation and mobility planning to help ensure adequate capacity and efficiency for the City's thoroughfare system.

Action 3.1.4.6 Evaluate City's ability to absorb County parks located within Dickinson in accordance with the approved Community Facilities and Services Chapter of the Comprehensive Plan.

Action 3.1.4.7 Contingent upon the determination by the City Council of the City's ability to absorb County parks located within Dickinson, develop and maintain a comprehensive park system to provide diverse leisure opportunities for all of Dickinson.

Action 3.1.4.8 Actively promote the success and expansion of all public festivals and seasonal events.

Action 3.1.4.9 Continue to maintain and enhance strategic partnerships with other regional economic development organizations including Bay Area Houston Economic Partnership (BAHEP) and Galveston County Economic Alliance (GCEA).

Action 3.1.4.10 Encourage and support skill-development, internship, mentoring and job fair programs offered by educational institutions for students to ensure adequate workforce development opportunities.

#### Objective 3.1.5 Reduce the tax burden of residential property owners

Action 3.1.5.1 Facilitate the growth of the commercial property tax base ~~from 22% to so that it represents~~ at least 30 percent of the City's total property tax base by the end of 2020.

Action 3.1.5.2 Facilitate the construction of at least 10,000 square feet of commercial, retail and office space within the Highway 3 Overlay District by the end of 2020.

#### Objective 3.1.6 Create an aggressive marketing program to encourage the attraction of targeted commercial and retail developments.

Action 3.1.6.1 Focus marketing efforts primarily on the retail uses identified in the City's Retail Trade Area Analysis and Leakage Analysis.

Action 3.1.6.2 Communicate the City's strategic advantages and development opportunities to commercial real estate brokers/ developers, site location consultants, corporate real estate executives, regional marketing allies, elected representatives, local business leaders and commercial landowners.

Action 3.1.6.3 Invest in enhanced technical assets and capabili-



ties such as specialized software and/or subscription services and maintain a dedicated economic development website.

Action 3.1.6.4 Continuously research, collect and analyze all demographic, tax rate, and competitive comparison data needed to demonstrate the City's strategic advantages.

Action 3.1.6.5 Maintain a current collection of printed and electronic marketing materials, distribution lists, and promotional items for the City and Dickinson Economic Development Corporation.

Action 3.1.6.6 Mount a public relations campaign designed to maximize media exposure for significant economic development accomplishments and opportunities.

Action 3.1.6.7 Establish a continuous advertising presence in those trade publications, websites, conferences and other information sources that are most frequently used by our targeted audiences.

Action 3.1.6.8 Pursue a variety of direct marketing efforts including email and postal solicitations, social media, routine cold calls, public speaking events, and participation in ICSC and other commercial broker events.

Action 3.1.6.9 Maintain an active membership in select economic development, commercial real estate, and target industry associations and attend meetings and networking functions on a regular basis.

## **Goal 3.2 Promote and increase tourism**

Objective 3.2.1 Market and promote activities that attract outside visitors to Dickinson in support of retail, service and hotel businesses

Action 3.2.1.1 Coordinate City of Dickinson tourism brochure to market key events, activities and destinations throughout the year.

Action 3.2.1.2 Actively promote the success and expansion of all public festivals and seasonal events.

Action 3.2.1.3 Develop new tourism initiatives including geocaching, arts, culture and heritage tourism, agricultural and culinary tourism, and nature-based and ecotourism.

Action 3.2.1.4 Identify, encourage development of, and promote under-tapped niche visitor markets and experiences.

Action 3.2.1.5 Market the Dickinson Historic Railroad Center for tourism initiatives and special events.

Action 3.2.1.6 Review current sign placement throughout City and evaluate relocation and/or improvement needed.

Action 3.2.1.7 Develop Master Sign Plan that includes Wayfinding Signs consistent with branding.

Action 3.2.1.8 Actively promote Dickinson properties to hotel/motel developers.

Action 3.2.1.9 Develop economic incentive packages that will encourage the development of select service and/or full service hotels.

Action 3.2.1.10 Support the enhancement and marketing of the Dickinson Bayou Boat Ramp area for fishing, boating, kayaking, canoeing and other venue appropriate events.

Action 3.2.1.11 Support the development and enhancement of community facilities and projects that improve the quality of life within the City of Dickinson, including connectivity, streetscapes, and building a sense of place.



## ENDNOTES

<sup>1</sup> The Retail Coach. (2014) *Retail Trade Area Gap/Opportunity Analysis*.

<sup>2</sup> The City of Dickinson. (2014) *Code of Ordinances, Chapter 18, Part II, Article XI*.

**Dickinson City Council  
Agenda Item Data Sheet**

**MEETING DATE**            January 12, 2016

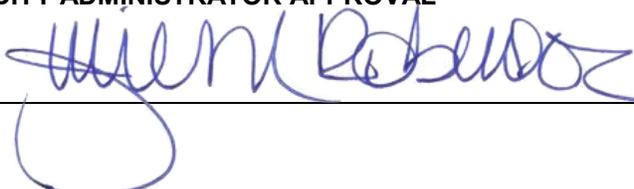
<b>TOPIC:</b>	<p align="center"><b>Resolution Number XXX-2016</b></p> <p align="center"><b>A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS APPOINTING PRIMARY AND ALTERNATE REPRESENTATIVES TO THE GALVESTON COUNTY TRANSIT DISTRICT BOARD OF DIRECTORS FOR THE FY 2016 – FY 2017 PERIOD; AND PROVIDING AN EFFECTIVE DATE.</b></p>
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<b>BACKGROUND:</b>	<p>On June 22, 2010, by Resolution Number 1132-2010, the City of Dickinson joined the Galveston County Transit District (“GCTD”) as a member City. On July 28, 2015, by Resolution Number 1460-2015, the Council reappointed me as the City’s primary representative and Mayor Masters as the alternate representative to the GCTD Board of Directors for the FY 2016-2017 period. However, due to the number of complex projects in which I am involved, it is no longer feasible for me to serve in this capacity, and I would ask that the Council appoint a different primary representative for the City.</p>
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<b>RECOMMENDATION:</b>	Staff recommends approval of the Resolution.
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<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"> <li>• Resolution Number XXX-2016</li> </ul>
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<b>FUNDING ISSUES</b>	<input checked="" type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input type="checkbox"/> Full Amount already budgeted. <input type="checkbox"/> Funds to be transferred from Acct.#                    -            -
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<b>SUBMITTING STAFF MEMBER</b>	<b>CITY ADMINISTRATOR APPROVAL</b>
Julie M. Robinson, City Administrator	

<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**RESOLUTION NUMBER XXX-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS APPOINTING PRIMARY AND ALTERNATE REPRESENTATIVES TO THE GALVESTON COUNTY TRANSIT DISTRICT BOARD OF DIRECTORS FOR THE FY 2016 – FY 2017 PERIOD; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Galveston County Transit District (GCTD) is a Rural and Urban Transit District created pursuant to Chapter 458 of the Texas Transportation Code; and

**WHEREAS**, on April 13, 2010, pursuant to Chapter 458 of the Texas Transportation Code, the Galveston County Commissioners' Court formally called a Rural Public Transportation Conference and invited all incorporated cities within Galveston County to discuss the potential benefits of a county-wide urban-rural transit district; and

**WHEREAS**, the City of Dickinson through the Gulf Coast Center provides urban and rural transit services within Galveston County; and

**WHEREAS**, the GCTD was created to promote and facilitate regional public transit services within Galveston County; and

**WHEREAS**, the City of Dickinson, Texas is a participating municipality within the GCTD pursuant to Resolution Number 1132-2010 duly passed and approved by the City Council on June 22, 2010; and

**WHEREAS**, the Bylaws of the GCTD require that every two (2) years each participating entity shall appoint by Resolution an elected or appointed representative of the entity to the Board of the GCTD; and

**WHEREAS**, the City of Dickinson, Texas desires to continue to provide representation to serve on the Board of the GCTD; and

**WHEREAS**, on July 28, 2015, by Resolution Number 1460-2015, the City Council reappointed the City Administrator and Mayor of the City of Dickinson as the primary and alternate representatives to the Governing Board of the GCTD for the FY 2106-2017 period; and

**WHEREAS**, the City Council now finds that a new primary representative of the Governing Board of the GCTD for the FY 2016 – FY 2017 period should be appointed, and the Mayor of the City of Dickinson should continue as the alternate representative of the Governing Board of the GCTD for the FY 2016-2017 period.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:**

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

Section 2. The City Council of the City of Dickinson, Texas hereby appoints \_\_\_\_\_ as the primary member and the Mayor as the alternate member of the Governing Board of the Galveston County Transit District for the FY 2016 – FY 2017 period.

Section 3. This Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED this 12<sup>th</sup> day of January, 2016.

\_\_\_\_\_  
Julie Masters, Mayor  
City of Dickinson, Texas

ATTEST:

\_\_\_\_\_  
Carolyn E. Anderson, City Secretary  
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

\_\_\_\_\_  
David W. Olson, City Attorney  
City of Dickinson, Texas

MEETING DATE January 12, 2016

<b>TOPIC:</b>	<b>CONSIDERATION AND POSSIBLE ACTION CONCERNING:</b> Appointments/Reappointments to Boards and Commissions
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<b>BACKGROUND:</b>	<p>The following Board and Commission appointments expired as of December 31, 2015:</p> <p><b>BOARD OF ADJUSTMENTS</b> Dawn King Tim Philpot Ronald Hebert</p> <p><b>PLANNING &amp; ZONING COMMISSION</b> R.G. Reeder Bill Bonham Bill Latimer Greg Smith</p> <p><b>BUILDING STANDARDS COMMISSION</b> Allen Carlile Kirk Harstad Dawn King James Ayers</p> <p><b><u>PROCESS</u></b> In accordance with the Board and Commission Appointment Policy adopted by the Council, letters were sent out to all persons whose terms were expiring requesting that they fill out a new application if they wished to serve or, alternatively, let me know if they did not wish to be re-appointed. I have had the following responses:</p> <p><b><u>BOARD OF ADJUSTMENTS</u></b> Dawn King, Tim Philpot and Ronald Hebert have submitted applications and indicated their willingness to be reappointed.</p> <p>Additionally, I have the following application interested in the Board of Adjustments Commission:</p> <p>Martin P. Hodgins</p> <p><b><u>PLANNING &amp; ZONING COMMISSION</u></b> R.G. Reeder, Bill Bonham, Bill Latimer, and Greg Smith have submitted applications and indicated their willingness to be reappointed.</p>
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ACTIONS TAKEN		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**Dickinson City Council  
Agenda Item Data Sheet**

Additionally, I have the following application interested in the Planning & Zoning Commission:

William Schick

**BUILDING STANDARDS COMMISSION**  
 Allen Carlile, Kark Harstad, Dawn King, and James Ayers have submitted applications and indicated their willingness to be reappointed.

Additionally, I have the following application interested in the Building Standards Commission:

Martin P. Hodgins

**RECOMMENDATION:** This is submitted for City Council's consideration with no recommendation from Staff.

**ATTACHMENTS:**

- List of Current Board Members
- Copies of Applications received for Boards and Commissions

**FUNDING ISSUES:**

Not applicable  
 Not budgeted  
 Full Amount already budgeted.  
 Funds to be transferred from Acct.#            -            -

<b>SUBMITTING STAFF MEMBER</b>	<b>CITY ADMINISTRATOR APPROVAL</b>
Carolyn E. Anderson, City Secretary	



<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**BOARD  
OF  
ADJUSTMENTS**

A.

**CITY OF DICKINSON**  
**APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES**

Please type or print information

NAME: Dawn King  
HOME ADDRESS: 2521 Overland Trail, Dickinson, TX 77539  
TELEPHONE NUMBER: 832.860.0663  
WORK ADDRESS: 1613 FMSITE, Dickinson, TX 77534  
TELEPHONE NUMBER: 281.337.4557  
E-MAIL ADDRESS: dawnking1@comcast.net  
OCCUPATION: Realtor  
LENGTH OF RESIDENCY IN DICKINSON: 3 yrs  
REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO  
EDUCATION: HIGH SCHOOL Dickinson  
COLLEGE College of the Mainland  
TRADE OR BUSINESS SCHOOL \_\_\_\_\_  
HOBBIES: Reading, Gardening, travel

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:

Board of Adjustments

ORGANIZATION MEMBERSHIPS & POSITION HELD:

Board of Adjustments  
Building Standards

AREAS OF SPECIAL INTEREST:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Signature

Dawn King

Date

11/14/15

11-13-15A10:25 RCVD 

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

**CITY OF DICKINSON**  
**APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES**

Please type or print information

NAME: TIM PHILPOT

HOME ADDRESS: 5002 CAPTAINS DR. DICKINSON, TX.

TELEPHONE NUMBER: 281-337-0309

WORKADDRESS: 10801 CHORTE RD. PASADENA, TX.

TELEPHONE NUMBER: 281-291-1798

E-MAIL ADDRESS: TPHILPOT2@Comcast.NET

OCCUPATION: HVAC TECHNICIAN

LENGTH OF RESIDENCY IN DICKINSON: 20 YEARS

REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO

EDUCATION: HIGH SCHOOL GRADUATED

COLLEGE SOME HVAC CERTIFICATES

TRADE OR BUSINESS SCHOOL \_\_\_\_\_

HOBBIES: BOATING + FISHING

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:

BOARD OF ADJUSTMENTS

ORGANIZATION MEMBERSHIPS & POSITION HELD: \_\_\_\_\_

AREAS OF SPECIAL INTEREST:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Signature T. Philpot

Date 12-9-15

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

CITY OF DICKINSON  
APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES

Please type or print information

NAME: Ronald Herbert "Ron"

HOME ADDRESS: 609 Kings Ct

TELEPHONE NUMBER: 281 910 5773

WORK ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: RHAR@comcast.net

OCCUPATION: Retired

LENGTH OF RESIDENCY IN DICKINSON: 41 years

REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO

EDUCATION: HIGH SCHOOL Forest Park High

COLLEGE Lee Jr College - Baytown

TRADE OR BUSINESS SCHOOL \_\_\_\_\_

HOBBIES: Fishing, Hunting, Football

Board of Adjustment

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:

ORGANIZATION MEMBERSHIPS & POSITION HELD:

Mrs. Sherwood Forest Assn, 12 years Mrs. Ophelia club president, Growth League

AREAS OF SPECIAL INTEREST:

Young Dickason Grow

2. " " Safe - Cop Member

3. \_\_\_\_\_

Signature RHAR

Date 11/19/15

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

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**CITY OF DICKINSON**  
**APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES**

Please type or print information

NAME: MARTIN P. HODGINS  
HOME ADDRESS: 4013 FATHA DRIVE  
TELEPHONE NUMBER: 281-573-5433  
WORK ADDRESS: 2004 Hwy 3 WEBSTER  
TELEPHONE NUMBER: SAME  
E-MAIL ADDRESS: marty.hodgins  
OCCUPATION: DAMAGE PREVENTION COORDINATOR  
LENGTH OF RESIDENCY IN DICKINSON: 10 yrs  
REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO  
EDUCATION: HIGH SCHOOL High School  
COLLEGE \_\_\_\_\_  
TRADE OR BUSINESS SCHOOL NACE.  
HOBBIES: Fishing, LANDSCAPING, SCUBA DIVE

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:

BOARD OF ADJUSTMENTS

ORGANIZATION MEMBERSHIPS & POSITION HELD:

MASS CARE <sup>DAT.</sup> RED CROSS 23 yrs / Mentoring / Festival Lights  
Dickinson - 8 yrs -

N.Y.  
14 yrs.

AREAS OF SPECIAL INTEREST:

1. - ZONING - DRAINAGE
2. - Buildings -
3. Roads - LANDSCAPING - TREES -

Signature Martin P. Hodgins  
Date 12-31-15

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

**PLANNING & ZONING  
COMMISSION**

**CITY OF DICKINSON  
APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES**

Please type or print information

NAME: RALPH G. REEDER JR. (BUZBA)  
HOME ADDRESS: 805 FM 646 RD. N. DICKINSON  
TELEPHONE NUMBER: 281-507-3713  
WORK ADDRESS: SAME AS ABOVE  
TELEPHONE NUMBER: \_\_\_\_\_  
E-MAIL ADDRESS: reederbuilt@pdq.net  
OCCUPATION: BUILDING CONTRACTOR  
LENGTH OF RESIDENCY IN DICKINSON: 50 YRS.  
REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO  
EDUCATION: HIGH SCHOOL DICKINSON  
COLLEGE SAM HOUSTON STATE  
TRADE OR BUSINESS SCHOOL \_\_\_\_\_  
HOBBIES: CARS HUNTING FISHING JUNIOR LIVESTOCK SHOWS

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:  
PLANNING & ZONEING

ORGANIZATION MEMBERSHIPS & POSITION HELD: \_\_\_\_\_

GAWESTON CO. FAIR - COMMITTEE MEMBER

BAY AREA BUILDER'S ASSOC. - PRESIDENT

GREATER HOUSTON BUILDER'S ASSOC. BOARD OF DIRECTORS

AREAS OF SPECIAL INTEREST: TEXAS ASSOC. OF BUILDERS - BOARD OF DIRECTORS  
COMMITTEE MEMBER

1. SAME AS HOBBIES
2. BUILDING AND CONSTRUCTION SCIENCE
3. \_\_\_\_\_

Signature R.G. Reeder

Date 1-4-15

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

**CITY OF DICKINSON**  
**APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES**

Please type or print information

NAME: WILLIAM (BILL) BONHAM

HOME ADDRESS: 3036 LONGWOOD LN.

TELEPHONE NUMBER: 281-309-0239

WORKADDRESS: N/A

TELEPHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: BILL@BONHAM.NET

OCCUPATION: RETIRED

LENGTH OF RESIDENCY IN DICKINSON: 11 YEARS

REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO

EDUCATION: HIGH SCHOOL FRENCHTOWN HIGH, FRENCHTOWN, NJ  
COLLEGE \_\_\_\_\_

TRADE OR BUSINESS SCHOOL LA SALLE ED. UNIV.

HOBBIES: ARTIST,

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:

PLANNING & ZONING

ORGANIZATION MEMBERSHIPS & POSITION HELD: PAST PRES.

DICKINSON HISTORICAL SOCIETY, PAST PRES. NATIONAL SOCIETY OF ARTISTS,

AREAS OF SPECIAL INTEREST:

1. ART

2. HISTORY

3. AUTOMOBILE RACING

Signature M. Bonham

Date Nov 12, 2015

11-15-15P04:17 RCVD

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

CAROLYN ANDERSON

CITY OF DICKINSON  
APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES

Please type or print information

NAME: WILLIAM LATIMER

HOME ADDRESS: 700 NOTTINGHAM LAKE

TELEPHONE NUMBER: 281-337-3388

WORK ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: W2LATIMER@MSN.COM

OCCUPATION: RETIRED ENGINEER AND HOME BUILDER

LENGTH OF RESIDENCY IN DICKINSON: 47 YEARS

REGISTERED VOTER IN THE CITY OF DICKINSON: YES  YES  NO

EDUCATION: HIGH SCHOOL \_\_\_\_\_

COLLEGE BSME TEXAS A&M UNIVERSITY

TRADE OR BUSINESS SCHOOL \_\_\_\_\_

HOBBIES: GOLF, POKER

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:

P & Z COMMISSION

ORGANIZATION MEMBERSHIPS & POSITION HELD: DIRECTOR HARBIS SALVESTON

SUBSIDENCE DISTRICT. PAST PRESIDENT GULF COAST WATER

AUTHORITY. PAST BOARD MEMBER S & L COGENERATION CO.

AREAS OF SPECIAL INTEREST:

1. ECONOMIC DEVELOPMENT OF DICKINSON

2. MAKING DICKINSON A BETTER PLACE TO LIVE

3. \_\_\_\_\_

Signature WLL

Date 11 10 2015

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

**CITY OF DICKINSON**  
**APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES**

Please type or print information

NAME: Greg Smith  
HOME ADDRESS: 717 Rinaldo  
TELEPHONE NUMBER: 281-337-6143  
WORK ADDRESS: Eastman Chemical Texas City  
TELEPHONE NUMBER: 409-942-3340  
E-MAIL ADDRESS: gregsmith@icloud.com  
OCCUPATION: Accountant  
LENGTH OF RESIDENCY IN DICKINSON: 25 yrs  
REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO  
EDUCATION: HIGH SCHOOL \_\_\_\_\_  
COLLEGE  \_\_\_\_\_  
TRADE OR BUSINESS SCHOOL \_\_\_\_\_  
HOBBIES: Golf

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:  
Planning & Zoning  
ORGANIZATION MEMBERSHIPS & POSITION HELD: \_\_\_\_\_

AREAS OF SPECIAL INTEREST:  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

Signature   
Date 12/1/05

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

**CITY OF DICKINSON**  
**APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES**

Please type or print information

NAME: William W Schick

HOME ADDRESS: 2926 Mellows LN

TELEPHONE NUMBER: 281 831 0016

WORK ADDRESS: 1445 SAM HOUSTON PARKWAY N

TELEPHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: Bill.Schick@stocksupply.com

OCCUPATION: SALES REP

LENGTH OF RESIDENCY IN DICKINSON: \_\_\_\_\_

REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO

EDUCATION: HIGH SCHOOL yes

COLLEGE yes

TRADE OR BUSINESS SCHOOL yes

HOBBIES: Fishing, HUNTING

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:

EDC OR PLANNING ZONING or Management District

ORGANIZATION MEMBERSHIPS & POSITION HELD:

CCA, AOPA, GHBA

AREAS OF SPECIAL INTEREST:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Signature William W Schick

Date 6-3-15

05-23-15 11:30 IN

*(Signature)*

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

**BUILDING STANDARDS  
COMMISSION**

# CITY OF DICKINSON APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES

Please type or print information

NAME: ALLEN CARLILE

HOME ADDRESS: 4416 SCENIC DRIVE

TELEPHONE NUMBER: 281 605 8730

WORK ADDRESS: 1001 LOUISIANA ST, SUITE 1000, HOUSTON, TX 77002

TELEPHONE NUMBER: 713 369 8770

E-MAIL ADDRESS: ALLEN CARLILE@AOL.COM

OCCUPATION: CORROSION CONTROL

LENGTH OF RESIDENCY IN DICKINSON: 5 YEARS

REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO

EDUCATION: HIGH SCHOOL

COLLEGE

TRADE OR BUSINESS SCHOOL

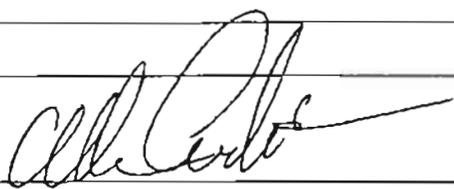
HOBBIES: FISHING, BICYCLES

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR: CODE ENFORCEMENT, VARIANCE

ORGANIZATION MEMBERSHIPS & POSITION HELD: NACE - CERTIFICATION BOARD

AREAS OF SPECIAL INTEREST:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Signature 

Date 11-23-2015

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

**CITY OF DICKINSON**  
**APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES**

Please type or print information

NAME: Kirk HARSTAD

HOME ADDRESS: 603 Nottingham Lane, Dickinson, Tx, 77539

TELEPHONE NUMBER: 281-534-0492

WORKADDRESS: N/A

TELEPHONE NUMBER: N/A

E-MAIL ADDRESS: Kirkolaf@aol.com

OCCUPATION: Commissioning Engineer

LENGTH OF RESIDENCY IN DICKINSON: 38 yrs

REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO

EDUCATION: HIGH SCHOOL Dickinson High School

COLLEGE Sam Houston State University - Bachelor of Science

TRADE OR BUSINESS SCHOOL \_\_\_\_\_

HOBBIES: Fishing / Hunting / Ranching

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:

Building Standards Commission

ORGANIZATION MEMBERSHIPS & POSITION HELD: \_\_\_\_\_

Building Standards Commission

AREAS OF SPECIAL INTEREST:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Signature [Handwritten Signature]

Date 11-15-15

11-13-15P04:17 RCVD

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

A.

**CITY OF DICKINSON**  
**APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES**

Please type or print information

NAME: Dawn King  
HOME ADDRESS: 2521 Overland Trail, Dickinson, TX 77539  
TELEPHONE NUMBER: 832.860.0663  
WORK ADDRESS: 1613 FMSITE, Dickinson, TX 77534  
TELEPHONE NUMBER: 281.337.4557  
E-MAIL ADDRESS: dawnking1@comcast.net  
OCCUPATION: Realtor  
LENGTH OF RESIDENCY IN DICKINSON: 3 yrs  
REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO  
EDUCATION: HIGH SCHOOL Dickinson  
COLLEGE College of the Mainland  
TRADE OR BUSINESS SCHOOL \_\_\_\_\_  
HOBBIES: Reading, Gardening, travel

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:

Board of Adjustments

ORGANIZATION MEMBERSHIPS & POSITION HELD:

Board of Adjustments  
Building Standards

AREAS OF SPECIAL INTEREST:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Signature Dawn King

Date 11/14/15

11-13-15A10:25 RCVD 

THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.

**CITY OF DICKINSON**  
**APPLICATION FOR BOARDS, COMMISSIONS, COMMITTEES**

Please type or print information

NAME: MARTIN P. HODGINS  
HOME ADDRESS: 4013 FATTA DRIVE / Dickinson  
TELEPHONE NUMBER: 281-573-5433  
WORK ADDRESS: 2004 Hwy 3 - Webster TEX.  
TELEPHONE NUMBER: 281-573-5433  
E-MAIL ADDRESS: marty.hodgins@genlp.com  
OCCUPATION: DAMAGE PREVENTION COORDINATOR  
LENGTH OF RESIDENCY IN DICKINSON: 10 YEARS  
REGISTERED VOTER IN THE CITY OF DICKINSON:  YES  NO  
EDUCATION: HIGH SCHOOL -YES-  
COLLEGE N/O  
TRADE OR BUSINESS SCHOOL NACE. LEVE CIP!  
HOBBIES: SCUBA DIVING / FISHING / LANDSCAPING / PAINTING

NAME OF BOARD, COMMISSION, OR COMMITTEE APPLYING FOR:  
BUILDING & STANDARDS

ORGANIZATION MEMBERSHIPS & POSITION HELD: \_\_\_\_\_

AREAS OF SPECIAL INTEREST:

1. -ROADS-
2. LANDSCAPING
3. BUILDINGS

Signature *Martin P. Hodgins*  
Date 12-20-15



Martin P. Hodgins  
One Call Specialist / NACE Coating Inspector - Level 1 #23235 / Damage Prevention Coordinator  
Genesis Energy, L.P.  
Texas Pipeline Operations  
marty.hodgins@genlp.com  
281-573-5433 (Cell)  
20004 Highway 3 South • Webster, TX 77598

**THIS APPLICATION IS GOOD FOR AND WILL BE RETAINED FOR TWO (2) YEARS IN ACCORDANCE WITH THE CITY OF DICKINSON'S RECORDS RETENTION POLICY. IN ORDER TO BE CONSIDERED FOR APPOINTMENT, AN APPLICANT MUST SUBMIT A NEW APPLICATION EVERY TWO (2) YEARS.**

# **EXECUTIVE SESSION**

**RECESS TIME:** \_\_\_\_\_

# RECONVENE

**TIME:** \_\_\_\_\_



# ADJOURN

TIME: \_\_\_\_\_

MOTION: \_\_\_\_\_

SECOND: \_\_\_\_\_

VOTE \_\_\_\_\_

# **STAFF REPORTS**



**MEMORANDUM**

**TO:** Honorable Mayor and Council Members

**FROM:** Stephanie Russell, Administrative Services Manager *dm*

**CC:** Julie M. Robinson, City Administrator

**DATE:** January 4, 2015

**SUBJECT:** Administrative Services Staff Report – December 2015

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***NEW PROJECTS***

**Rotary Parade** – On December 10, 2015, the City hosted the Dickinson Rotary parade participants at City Hall. In addition to having Santa and cookies in the lobby, Public Works decorated and manned a float co-sponsored by the City of Dickinson and JSC Federal Credit Union.

**Employee Holiday Lunch** – The City held its annual holiday luncheon on December 17, 2015. Council Members King and Wilson were in attendance. The following employees received service awards: Captain Jay Jaekel (20 Years), Detective Frank Price (15 Years), Detective Gregory Trantham (15 Years), Paramedic Jacob Rutherford (10 Years), Community Development Coordinator David Lopez (5 Years), EMS Director Derek Hunt (5 Years), Chief Building Official Ray Burgess (5 Years), Officer James Pruitt (5 Years), and Officer Guadalupe Vasquez (5 Years).

***ONGOING/COMPLETED PROJECTS***

**Animal Services** – City Administrator Julie Robinson and Administrative Services Manager Stephanie Russell continued to work with the Cities of Santa Fe and Clear Lake Shores and Texas Animal Control Solutions to address issues related to the implementation of the new animal control and sheltering contract in December. Once it became clear that it would be necessary to terminate the contract with Texas Animal Control Solutions, Mrs. Robinson and Mrs. Russell began working to make the transition from Texas Animal Control Solutions to the Cities. As of December 15, 2015, the Cities assumed control over operations through Bayou Animal Services. Until Bayou Animal Services is formalized, all finances are currently being centralized through the City of

Dickinson. An Interlocal Agreement for backup sheltering has been developed with the City of Alvin, and it will be on the Council's January 12, 2016 agenda for approval. A draft Interlocal Agreement for backup sheltering has been sent to the City of League City for review. Melvin Trover was hired by Dickinson in December to manage animal services, and arrangements were made to transition most of the previous employees of TACS to Action Personnel so they could then be hired as contract employees of the City of Dickinson through Action Personnel. Mrs. Robinson and City Attorney David Olson began the process of terminating the agreement with TACS in December, and they are continuing to work through this process. Additionally, Mrs. Robinson negotiated and executed a short-term lease agreement with Patrick Restivo for the facility at 3811 Dickinson Avenue to allow for the continued use of that facility for the animal shelter and to house Bayou Animal Services. The lease agreement will be on the Council's January 12, 2016 agenda for ratification. Also on that agenda will be the designation of Melvin Trover as the animal control officer and local rabies authority. Additional aspects of the transition will be undertaken in January of 2016.

**Asset Management Program** – Management Assistant Alun Thomas continues his work on the Asset Management Program and expects to be completed with the project by the end of January 2016.

**Capital Improvement Program** – The draft Capital Improvement Program (CIP) was reviewed with Council during the October 27, 2015 Workshop Meeting. Revisions to the CIP will be made in December/January and the Final CIP is planned to come before Council in February.

**Comprehensive Plan** – City Administrator Julie Robinson and Director of Community Development Zachary Meadows continue to work with the Texas Target Cities Program (“TTC”) on the City’s Comprehensive Plan. During the December 8, 2015 Workshop Meeting, Council workshopped the revised Economic Development Chapter, and the draft Introduction Chapter, and a timeline for completion of the different chapters in order to ensure that the entire Plan is completed in the next few months. There was not enough time during the Workshop to discuss the draft Housing Chapter. Following the December 8, 2015 meeting, Mrs. Robinson and Mr. Meadows completely revised the draft Housing Chapter, and the revised draft Housing Chapter was emailed to Council on December 30, 2015 to allow for review before the January 12, 2016 Workshop Meeting. Revisions to the Introduction Chapter and the revised draft Housing Chapter will be workshopped by the Council on January 12, 2016. The Economic Development Chapter is on the Council’s agenda for approval on January 12, 2016.

**Drainage Utility Billing Implementation** – As of December 1, the City has received 4,723 payments of the 2015 drainage fee – representing approximately 77% of the accounts. Management Assistant Alun Thomas is in the process of comparing and updating billing records so that property owners will receive all future bills. Additionally, City Administrator Julie Robinson is working with City Attorney David Olson to develop a collection process for outstanding accounts. As part of that process, Mr. Thomas is

reviewing the outstanding accounts to determine which were sent to tenants instead of property owners, and those outstanding accounts will be billed to the property owners. Any outstanding accounts that have been billed to property owners will go into collection. Staff anticipates discussing the collection process with the Council in January of 2016.

**Economic Development Projects** – City Administrator Julie Robinson and Economic Development Coordinator Angela Forbes have been working with a number of businesses looking to locate and/or relocate in Dickinson. Mrs. Robinson has continued working with two different existing businesses that are looking to expand as well as with a number of new projects that are evaluating sites in Dickinson. Mrs. Robinson and Ms. Forbes are also working with Dickinson Economic Development Corporation to implement a new Adopt-A-Street Program and a City-wide beautification program for businesses, both of which began to roll out in November. Additionally, the Dickinson Economic Development Corporation has requested a joint Executive Session with Council on either February 1 or 2, 2016, to discuss two potential projects.

**Police Building Needs Assessment** – In December, Mrs. Robinson discussed the feedback received from Council concerning how to revise the scope of the expansion of the Police Building with Denny Boles from Brinkley Sargent. Both Mrs. Robinson and Mr. Boles are working on revisions to the proposed Police Building plans, and staff intends to workshop this item in either January or February.

**Public Information Requests** – During the month of December, City Secretary Carolyn Anderson processed 21 Public Information Requests. Ms. Anderson continues to work with Department Heads in identifying original source documents and eliminating the duplication of documents.

**Street Prioritization Program** – Based on Council direction during the October 13, 2015 meeting, staff is in the process of negotiating a quote for a Pavement Management Assessment. This item is planned to be brought to Council in January or February of 2016.

**Transition of Solid Waste Services** – City Administrator Julie Robinson and Management Assistant Alun Thomas met with representatives from Republic Services to address continuing service issues and how to resolve outstanding notices of violation on November 12, 2015. As previously advised, Mrs. Robinson began issuing notices of violation to Republic Service in July. Republic requested and was granted a short period of time to investigate each of the violations before paying the liquidated damages contained in the notices. Based on the November 12, 2015, Republic Services has agreed to contribute \$36,589.75 toward a County-wide Household Hazardous Waste event that will be scheduled in 2016 to resolve the liquidated damages contained in the notices of violation. Mrs. Robinson and Mr. Thomas have also been working with Republic Services and the Bayou Chantilly HOA to implement a pilot program regarding green waste pickup in the hopes that, if successful in Bayou Chantilly, the changes to

green waste pickup can be implemented City-wide. The pilot program began on October 30. Additionally, Mr. Thomas has established a procedure with Republic that allows residents to deliver green waste directly to the Living Earth facility used by Republic. Mrs. Robinson and Mr. Thomas met with Steve Carroll from Republic Services on December 21, 2015 to discuss issues that the company is having collecting charges due on past due accounts. At that time, Republic Services had over \$240,000 in uncollected bills, with approximately 1,300 customers that have never paid a single one of Republic Services' bills.

**TWIA Lawsuit** – City Administrator Julie Robinson participated in conference call December 3, 2015 concerning the City's litigation against the Texas Windstorm Insurance Agency, and she attended and spoke on behalf of the City during the TWIA Board meeting on December 8, 2015, in Corpus Christi, Texas. At this time, the City's lawsuit has been set for trial in September of 2016.

**Year End Closing** – Finance staff continue to work on closing Fiscal Year 2015. During the month of December, the City received final invoices and revenues accountable to the previous year. Staff continues to make final adjusting journal entries in preparation for the audit which is scheduled to be conducted in February.



**TO: Honorable Mayor and City Council Members**

**FROM: Kellis George, Director of Public Works**

**DATE: January 5, 2016**

**SUBJECT: Monthly Project Report – December 2015**

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### **Storm Water Inspections**

As part of the City's storm water permitting process, on-site inspections were conducted at new homes being built at the following locations:

- 310 Camp Allen Rd
- 4559 Dakota St
- 1302 Forest Circle Dr

The contractors, homeowners, or builders were notified of any violations, and corrections were made prior to issuing a general permit. Routine follow up visits will be made to ensure the pollution compliance measures are maintained.

In addition to the inspections, TCEQ has notified the City of its acceptance of the MS4 Permit.

Stormwater Sunday continues to build a social media following on the City's Facebook page, and features content to educate and raise awareness of stormwater pollution.

### **Culvert Installations**

The Department installed concrete culverts at the following locations in December for a total of 50 linear feet of installed concrete culverts:

- 310 Camp Allen Road – 26ft of 24"
- 4800 Dakota – 24ft of 18"

## **Bayou Chantilly Drainage Improvements Project**

Kellis George, Director of Public Works, met with Matt Baker and Travis Sellers with IDS Engineering Group and Metro City Representative Kurtiss Elder and conducted the final walk-through for the project. A punch list of necessary improvements and repairs was prepared for the project. Work on completing the punch list items is near completion.

## **Eastside Drainage Project**

Kellis George and Alun Thomas met with Metro City and IDS on January 5, 2016 for a discussion about the project's construction schedule, in an attempt to expedite the project.

## **Dakota Street**

All concrete pavement sections have been poured and completed. Staff is now working with WCID#1 to complete its water line installation before final restoration of the street can be completed.

## **Street Patching**

The Department patched the following streets with cold mix in December:

- Galveston Ave @ E 43<sup>rd</sup> St
- Oleander Dr to the bridge
- Palm Dr
- Humble Camp Rd
- Plantation Bend
- Commodore Dr
- Pabst Rd
- Rodeo Bend
- Gill Rd
- Oak Dr
- Kansas Ave
- Texas Ave
- Colorado Ave
- 30th St
- 32nd St
- 33rd St
- 34th St
- 35th St
- 37th St

- 38th St
- 46th St
- 48th St

### **Bayou Lakes Section 3**

Kellis George, Alicen Newman and Keith Morgan along with Brown & Gay Engineering conducted the final walk-through on Phase 3 of Bayou Lakes. A very small punch list was made of the items that will need to be corrected before the finalization of this phase of the construction.

### **Calvert Lane**

Drainage Easements were obtained from all affected property owners and filed at the County Clerk's office. The drainage work has been completed. A total of 220ft has been dug to grade, which is expected to improve drainage in the area.

### **Drainage Projects**

- Kansas from FM 517 to 38<sup>th</sup> Street – drainage ditches were dug to grade.

### **Street Sweeping**

- State Highway 3
- FM 517
- Deats Road
- Sherwood Forest (begun, still in process)

### **Culvert Cleaning**

- Yupon St – 142ft
- Hughes Ln – 96ft

**Continuing Monthly Activities** – There are a number of activities that the Public Works Department performs on a monthly basis, including pothole repairs, reporting street light outages to the appropriate electric utility, responding to requests submitted to the City through the City's website, street sweeping, mowing of rights-of-way, and addressing drainage issues.

<b>FY 2006 - FY 2016 Street Project List (Updated 12-1-15)</b>						
<b>Year Approved</b>	<b>Street</b>	<b>Funding Source</b>	<b>Pavement Type</b>	<b>Status</b>	<b>Cost</b>	<b>Linear Feet</b>
FY 2006	Wagon Road	City Funds	Chip & Seal	<i>Completed</i>		
FY 2006	Bruce Avenue	City Funds	Chip & Seal	<i>Completed</i>		
FY 2006	Harbor Light Drive	City Funds	Chip & Seal	<i>Completed</i>		
FY 2006	Mariner Way	City Funds	Chip & Seal	<i>Completed</i>		
FY 2006	Nevada Street	City Funds	Chip & Seal	<i>Completed</i>		
FY 2006	34th Street (from Baker to California)	DEDC	Concrete	<i>Completed</i>	171,839.01	1486
FY 2006	39th Street (from Baker to California)	DEDC	Concrete	<i>Completed</i>	203,285.66	1490
FY 2006	Maple Drive	DEDC	Concrete	<i>Completed</i>	255,625.94	1908
FY 2006	Nichols Avenue (from FM 517 E to County line)	DEDC	Concrete	<i>Completed</i>	144,780.79	3262
FY 2007	37th Street (from Baker to California)	DEDC	Concrete	<i>Completed</i>	222,040.95	1510
FY 2007	Galveston Avenue (from FM 517 E to Park Ave)	DEDC	Concrete	<i>Completed</i>	192,501.02	1284
FY 2007	Hill Avenue (from FM 517 E to County line)	DEDC	Concrete	<i>Completed</i>	360,877.62	2680
FY 2007	Texas Avenue (from FM 517 E to 42nd)	DEDC	Concrete	<i>Completed</i>	96,250.50	400
FY 2008	Hughes Lane (North of FM 517 W)	DEDC	Concrete	<i>Completed</i>	276,883.72	2956
FY 2008	Ohio Avenue	DEDC	Concrete	<i>Completed</i>	195,986.18	1200
FY 2008	West Sunset	DEDC	Concrete	<i>Completed</i>	382,052.57	2900
FY 2008	42nd Street (from Texas Ave to Galveston Ave)	DEDC	Concrete	<i>Completed</i>	108,311.40	400
FY 2009	Tanglebriar Drive (includes engineering & drainage)	City Funds	Concrete	<i>Completed</i>	240,438.00	1399
FY 2009	East Sunset Drive Phase I (includes engineering & drainage)	DEDC	Concrete	<i>Completed</i>	311,099.00	2028

FY 2010	Tanglebriar Circle (includes engineering & drainage)	City Funds - TAN	Concrete	<i>Completed</i>	33,500.16	150
FY 2010	44th Street (includes engineering & drainage)	DEDC	Concrete	<i>Completed</i>	34,108.53	248
FY 2010	Oakridge Drive (includes engineering & drainage)	City Funds - TAN	Concrete	<i>Completed</i>	149,313.78	1823
FY 2010	East Sunset Drive Phase II (from Timber to Hwy 3) (includes engineering & drainage)	DEDC	Concrete	<i>Completed</i>	178,745.82	1650
FY 2010	Avenue J (includes engineering & drainage)	DEDC	Concrete	<i>Completed</i>	323,637.34	2800
FY 2010	Lover's Lane (includes engineering & drainage)	City Funds - TAN	Concrete	<i>Completed</i>	299,409.00	2680
FY 2010	Scenic Drive (includes engineering & drainage)	Hurricane Ike CDBG Round 1	Concrete	<i>Completed</i>	231,548.09	1870
FY 2010	Bruce Avenue (includes engineering & drainage)	Hurricane Ike CDBG Round 1	Concrete	<i>Completed</i>	231,548.09	1704
FY 2010	Gum Drive (includes engineering & drainage)	Hurricane Ike CDBG Round 1	Concrete	<i>Completed</i>	231,548.09	1054
FY 2010	Grand Blvd (includes engineering & drainage)	Hurricane Ike CDBG Round 1	Concrete	<i>Completed</i>	231,548.09	1340
FY 2010	Island Drive (includes engineering & drainage)	Hurricane Ike CDBG Round 1	Concrete	<i>Completed</i>	231,548.09	681
FY 2010	FM 646 (FM 517 to 2nd Street) (includes engineering & drainage)	County/TxDOT	Concrete	<i>Completed</i>	5,422,788.00	5820
FY 2010	Owens Drive (FM 517 to FM 646) (includes engineering & drainage)	County Bond	Concrete	<i>Completed</i>	1,637,288.75	2960
FY 2010	Hughes Road (East of Hwy 3 to Humble Camp) (includes engineering & drainage)	County Bond	Concrete	<i>Completed</i>	599,500.00	2212

FY 2011	Timber Drive (includes engineering & drainage)	DEDC	Concrete	<i>Completed</i>	68,131.15	520
FY 2011	Birch Street (includes engineering & drainage)	DEDC/DMD#1	Concrete	<i>Completed</i>	68,992.66	620
FY 2011	Elm Street (includes engineering & drainage)	DEDC/DMD#1	Concrete	<i>Completed</i>	60,470.61	500
FY 2011	Water Street (includes engineering & drainage)	DEDC	Concrete	<i>Held by DEDC</i>		
FY 2011	Country Club Drive	WCID #1 Bond Funding	Concrete	<i>Completed</i>	407,501.05	3353
FY 2011	Holly Drive (Timber Dr to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	171,408.70	660
FY 2011	Avenue I (Deats Rd to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	160,777.73	660
FY 2011	Bayou Circle (FM 517 to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	169,584.90	760
FY 2011	Timber Drive (22nd Street to 23rd Street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	146,466.28	380
FY 2011	Belmont Street (Oakridge Dr to Sunset Dr) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	183,555.78	764
FY 2011	Avenue G (Phase 1) (Falco to 26th St) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 1	Concrete	<i>Completed</i>	604,908.97	2166
FY 2012	Avenue G (Phase 2) (26th St to 20th St) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase Westside Drainage	Concrete	<i>Completed</i>	865,122.09 (posted thru July)	2166
FY 2012	Central Street (Hwy 3 to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase Westside Drainage	Concrete	<i>Completed</i>	449,686.30 (posted thru July)	800

FY 2012	Pine Grove Drive (Oak St to Yupon St) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase Westside Draiange	Concrete	<i>Completed</i>	153,373.20 (posted thru July)	1150
FY 2012	Pine Manor Lane (FM 517 to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase Westside Draiange	Concrete	<i>Completed</i>	140,165.00 (posted thru July)	660
FY 2012	29th Street (Kansas Ave to California Ave) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Eastside	Concrete	<i>Construction In Progress</i>		2180
FY 2012	Live Oak Dr (Old Bayou Dr to Camp Allen Rd) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Bayou Chantilly	Concrete	<i>Completed</i>		480
FY 2012	Meadowlark Street (Old Bayou Dr to Camp Allen Rd) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Bayou Chantilly	Concrete	<i>Completed</i>		490
FY 2012	Old Castle Lane (Old Bayou Dr to Camp Allen Rd) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Bayou Chantilly	Concrete	<i>Construction In Progress</i>		525
FY 2012	Green Willow Lane (Old Bayou Dr to Camp Allen Rd) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Bayou Chantilly	Concrete	<i>Construction In Progress</i>		430
FY 2012	Blue Water Lane (Old Bayou Dr to Camp Allen Rd) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Bayou Chantilly	Concrete	<i>Completed</i>		320
FY 2012	Manor Lane (FM 517 to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Westside	Concrete	<i>Completed</i>	800.00 (posted thru July)	640

FY 2012	Oleander Dr (Hwy 3 to Palm Dr) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2	Concrete	<i>Pending Funding - At Risk Project</i>		2660
FY 2012	Palm Dr (Hughes Rd to Oleander Dr) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2	Concrete	<i>Pending Funding - At Risk Project</i>		1320
FY 2012	Ecret Dr (City limits to end of the street) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2	Concrete	<i>Pending Funding - At Risk Project</i>		1680
FY 2012	26th Street (Texas Ave to California Ave) (includes engineering & drainage)	Hurricane Ike CDBG Round 2, Phase 2 Eastside	Concrete	<i>Construction In Progress</i>		1430
FY 2012	47th Street (Minnesota to Plum) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	117,696.03	968
FY 2012	Oak Lane (Ave L to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	76,359.97	720
FY 2012	42nd Street (Missouri to California) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	61,233.83	422
FY 2012	28th Street East (California to Kansas) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	222,785.03	4040
FY 2012	Yacht Club Drive (Hughes Rd to Mariners Way) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	109,491.25	1960
FY 2013	29th St (West of Hwy 3 to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	114,555.99	1100
FY 2013	36th St (East of Kansas to end of the street)(includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	241,754.50	2200

FY 2013	Ave G (South of Falco to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	61,514.85	500
FY 2013	Ave H (South of Deats to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	66,844.39	600
FY 2013	Imite (Holly Dr to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	77,056.21	600
FY 2013	Pine Oak Dr (FM 646 to end of the street) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	182,504.96	1800
FY 2014	48th St (West of Hwy 3) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	134,465.28 (posted thru June)	1170
FY 2014	Ave L (North of 2nd St) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	240,026.72 (posted thru August)	4926
FY 2014	Dakota St (South of 517) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Construction In Progress</i>	1,052.51 (posted thru June)	2400
FY 2014	Desel Dr (North of Hughes Rd) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	244,514.12 (posted thru June)	2500
FY 2014	Martin Luther King Blvd (South of Salvato) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Completed</i>	92,582.36 (posted thru June)	600
FY 2015	28th St (Hwy 3 to Timber Dr) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Construction Scheduled June 2016</i>		1625
FY 2015	33rd St (East of Kansas Ave to California Ave) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Construction Scheduled March 2016</i>		2275

FY 2015	48th St (East of Hwy 3 to Nebraska St) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Construction Scheduled January 2016</i>		705
FY 2015	Greenbriar St (Sunset Dr to Oakridge Dr) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Construction Scheduled September 2016</i>		635
FY 2015	Leonetti Ln (Country Club to Linger Ln) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Construction Scheduled February 2016</i>		855
FY 2015	Oleander Dr (West of Palm Dr to the Bridge) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Construction Scheduled July 2015</i>		820
FY 2016	Pine Oak Circle (Pine Oak Drive to Dead End) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Geotest Complete Construction Design IDS Complete</i>		560
FY 2016	Hollywood Street (Hwy 3 to Timber Drive) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Geotest Complete Construction Design IDS Complete</i>		1390
FY 2016	Mariner's Way (Yacht Club Drive to Commodore) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Geotest Complete Construction Design IDS Complete</i>		790
FY 2016	Johnson Street (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Geotest Complete Construction Design IDS Complete</i>		820

FY 2016	35th Street (East of Kansas to California) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Geotest Complete Construction Design IDS Complete</i>		2245
FY 2016	Nebraska Street (46th Street to dead end) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Geotest Complete Construction Design IDS Complete</i>		1175
FY 2016	Gill Road (Rodeo Bend to Bess Road ) (includes engineering & drainage)	Street Maintenance Sales Tax	Concrete	<i>Geotest Complete Construction Design IDS Complete</i>		1385





# CITY OF DICKINSON

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## MEMORANDUM

**To:** Honorable Mayor and City Council  
**From:** Zach Meadows, Director of Community Development  
**Cc:** Julie Robinson, City Administrator  
**Date:** January 5, 2016  
**RE:** Community Development Activity Report for December, 2015

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The month of December had 20 working days. In that time Community Development Staff completed the following activities:

### **Community Development Staff**

- Staff Training:
  - Code Enforcement Officer Jeff Pahlman continues to work towards gaining enough hours to qualify to take the Certified Plumbing Inspector test held monthly in Austin, Texas. We putting a plan together to allow him to finish the training and get scheduled to take the test early 2016.

### **Planning & Zoning**

- Pre-development meetings:
  - 5032 Scenic Dr. – Met with potential buyer of vacant lot to discuss FEMA standards and floodplain Base Flood Elevation numbers on the property.
  - 3901 ½ & 3911 Hwy 3 – Staff continues to work with the developer concerning design of a potential new commercial building. The developer has received preliminary approval on some issues from Texas Department of Transportation regarding curb cuts and all variances for the property that were requested have been approved by the Board of Adjustments.
  - Marais Restaurant, 2015 FM 517 – Staff continues to work with the developer on the design of Marais Restaurant. Some initial site work and soils testing has been completed in order to start the site work including paving and drainage.
  - Property Purchased by Gay Family Auto – Following approval of the Specific Use Permit by the Council, staff issued the permits for the site work to begin on the lot purchase by Gay Family Auto at Sunset Drive and the I-45 feeder road. Work is expected to begin in the next couple of weeks.

\* Miscellaneous permits include signs, swimming pools, driveway's, fences, irrigation, demolition, house moving, & permits issued for other departments.



# CITY OF DICKINSON

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- Possible New Motel Behind Dickinson Seafood – Staff met on two separate occasions with the engineer doing work for the owner of the lot, regarding the development of the Sunset Motel. They have indicated that we should see an application for Re-Plat to clean up the property lines in the next two weeks, and then they will move forward with the Site Development Plan for the lot.
- Zoning Case Preparation and Completion:
  - Staff is preparing two Specific Use Permits that will be presented to Council at the Second Regular Meeting in January for public hearing and consideration.
  - Staff is also working with the owner of Little Caesars to accommodate a pick-up window at his location on the corner of FM 517 and FM 646.
- Comprehensive Plan
  - Mr. Meadows and Mrs. Robinson continue to work with Texas A & M University to complete the chapters of the comprehensive plan document for the City. City Council will be workshopping different chapters of the comprehensive plan in and start to approve those chapters over the next several months.

## Permits & Inspections

- Commercial Projects:
  - Change of Occupancy Permits:
    - 3600 Gulf Frwy – T-Mobile Ritmo Latino Wireless
    - 2112 E FM 517 – Cup of “Chino” Coffee Shop
  - Commercial (Remodel-Tenant Finish)
    - 614 W FM 517 – Commercial-Tenant Finish
- Residential Projects:
  - Permits have been issued for 4 new homes.
  - Permits have been issued for 1 residential remodel & addition projects.
  - 264 Miscellaneous\* permits issued.
- MEP Permits:
  - 10 Mechanical permits issued.
  - 12 Electrical permits issued.
  - 38 Plumbing permits issued.
  - CDBG Hurricane Ike Projects:
    - 1 House re-construction projects.
    - 0 Elevation projects.
- Plan Reviews, Inspections & Contractor Registrations:

\* Miscellaneous permits include signs, swimming pools, driveway's, fences, irrigation, demolition, house moving, & permits issued for other departments.



# CITY OF DICKINSON

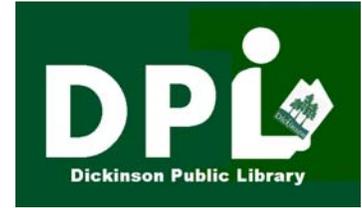
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- 25 plan reviews completed.
  - 188 inspections completed.
  - 35 contractor registrations processed.
- 
- Total Valuation Of Improvements Permitted is **\$1,072,300.58**
  - Total Permit Fees Collected **\$29,452.89**

## **Code Enforcement**

- Complaint Investigations:
  - 12 new inspections & cases opened.
  - 8 re-inspections.
  - 6 Compliance – cases closed.
    - 0 abated by city staff.
    - 6 abated voluntarily.
  - 0 citation issue.
  - 2 zoning violations.
  - 0 structure demolished voluntarily
  - 20 hours cross training
- Conducted weekend sweeps of the city. Notice of violations delivered concerning:
  - 3 vehicles illegally offered for sale.
  - 75 Off premise signs in right of way.
- Building Standard Commission:
  - 0 Structures demolished.
  - 0 BSC hearing
  - 0 Structures to be demolished

\* Miscellaneous permits include signs, swimming pools, driveway's, fences, irrigation, demolition, house moving, & permits issued for other departments.



**TO: Honorable Mayor and Council Members**

**FROM: Vicki McCallister, Library Director**

**CC: Julie M. Robinson, City Administrator**

**DATE: January 4, 2016**

**SUBJECT: Dickinson Public Library (DPL) Staff Report –December 2015**

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***NEW PROJECTS-***

**Outdoor Drainage** – City of Dickinson Public Works Department is working to improve the drainage on the south side of the Library, and the drainage is already better. The Library is grateful for this example of interdepartmental cooperation.

***ONGOING/COMPLETED PROJECTS***

**Annual Meet Santa at the Library Party** - On the first Sunday in December, Santa visited the library for the twelfth year. Over 170 children and adults saw Santa, and the children had their pictures taken with him and received a wrapped book to take home. Light refreshments were provided by the Friends of the Library. This free event has benefited many families over the years and will continue to be a tradition for years to come.

**Grants** – Catalog Librarian Caitlin Campbell continued the Books for Babies program. Additional Literacy Kits were requested by and delivered to M. I. Lewis Social Service Center for distribution to their customers with babies up to two years of age. A total of 50 Literacy Kits have been given out in two months. She also held another Baby Storytime. Participants were again led in storytelling, music, action rhymes and a felt board story, instructed on how to continue literacy play, and given a kit to take home. After the program the parents interacted and the babies played with toys. A Spanish interpreter was provided but not needed at this session. The attendees included one returning family and two new ones indicating that the classes, while small, are generating a positive result.

**Staff Training-** In December, Library Director Vicki McCallister attended a webinar on preparing for the holiday rush, and Assistant Library Director Kathy Soehl attended a webinar on Tough Topics for Youth.

**Community Outreach -** Assistant Library Director Kathy Soehl continued providing assistance to the local Head Start Program.

**Computers for Beginners -** Catalog/ Librarian Caitlin Campbell continued classes at 9:00 am every Tuesday in December, including a class on online shopping. In January classes will be held on e-readers and tablets since many people receive them as gifts in December.

## GALVESTON CO. LIBRARY MONTHLY STATISTICS REPORT

Library  Dickinson Public Library Month  Dec Year  2015

### **SERVICES**

Books		2253
Audio Books Loaned		65
Music CDs/Cassettes Loaned		23
Videos/DVDs Loaned		1667
Other Materials Loaned		0
Total Circulation Transactions		4008
Juvenile Transactions (a part of total circulation transactions)		2004
Materials Used in House		555
New Patrons Registered		76
Reference Transactions/Information Questions	443	278
Adult Programs offered by the Library - # Programs & # Attendees	6	34
Young Adult Programs offered by the Library - # Programs & # Attendees	0	0
Children's Programs offered by the Library - # Programs & # Attendees	9	224
Number of Visits (Door Count)		2639
Volunteer Hours		32

### **INTERNET AND ELECTRONIC SERVICES**

Internet Users		1272
Internet Hours		1189
Number of Wi-Fi Sessions		14

### **RESOURCE SHARING**

<b><u>ILL</u></b> borrowed from other libraries outside of Galveston Co.		3
<b><u>ISL</u></b> borrowed from other public libraries in Galveston Co.		13
<b><u>Total ILL &amp; ISL borrowed</u></b> from other libraries		16

<b>Total ILL &amp; ISL requests loaned</b> to libraries for our users	21
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**Irma Rivera**

4403 HWY 3 Dickinson, Texas 77539

(281) 337-6264 (281) 337-6190 fax

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[irivera@ci.dickinson.tx.us](mailto:irivera@ci.dickinson.tx.us)

To: Honorable Mayor and City Council  
From: Irma Rivera, Court Administrator  
CC: Julie Robinson, City Administrator  
Date: 1/7/2016  
Re: Staff Report for December 2015

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Court calendar for January 2016 as follows:

January 6<sup>th</sup> and 13<sup>th</sup>, Arraignment Hearing @ 2:00 p.m.

January 11<sup>th</sup> Attorney Pre-Trial Hearing @ 1:00 p.m.

January 25<sup>th</sup> Non-Att. & Juvenile Hearing @ 2:00 p.m.

January 27<sup>th</sup> Bench Trial Hearing @ 3:00 p.m.

- The Court is currently reviewing approximately 59 applications and resumes that have been submitted for the open Court Clerk position. Interviews will be held in January and a final selection is anticipated by the end of the month.
- City Offices will be closed January 8<sup>th</sup> for the 2<sup>nd</sup> annual "Clean Up Day." The court's goal is to file a backlog of closed cases and reorganize the court's file room, and electronically purge from the court system cases that have meant the requirements of the state retention schedule.

**2014 Dickinson Municipal Court  
Filed Cases  
2015 DICKINSON MUNICIPAL COURT ACTIVITY REPORT**

<b>CASES FILED</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>YTD Total</b>	<b>2014 Total</b>	<b>2012 Total</b>
Police Department	616	578	496	422	330	402	373	425	372	364	216	194	4,788	4,999	2,720
Municipal Court	74	100	85	47	106	50	81	60	50	73	54	50	830	697	681
Code Enforcement	0			1	1	1	2	3	0	3		0	11	22	18
Fire Marshal	5	1		0	0	1	11	1	3	12		1	35	18	15
Animal Control	5	1		1	0	10	0	0	0	0		0	17	48	28
Transferred Out	0					0	0	0	0	0		0	0	48	1,217
Reserve Officer						0	0			0		0	0	0	0
Texas Department of Public Safety	7	5	4	3	6	10	2	3	10	9	6	7	72	29	21
<b>TOTAL FILED VIOLATIONS</b>	<b>707</b>	<b>685</b>	<b>585</b>	<b>474</b>	<b>443</b>	<b>474</b>	<b>469</b>	<b>492</b>	<b>435</b>	<b>461</b>	<b>276</b>	<b>252</b>	<b>5,753</b>	<b>5,861</b>	<b>4,700</b>

<b>WARRANTS ISSUED</b>													<b>YTD Total</b>	<b>2014 Total</b>	<b>2013 Total</b>
Police Department	254	127	246	162	226	123	163	170	130	212	102	154	2,069	1,479	1,188
Municipal Court	114	99	112	88	144	73	111	89	65	123	64	93	1,175	930	1,032
Code Enforcement	0	1		2		1	0	0				0	4	5	2
Fire Marshal	0			1		0	0	0		2		2	5	3	11
Animal Control	1	2	4	2		0	10	0				2	21	30	16
Transferred Out	10	1	10	9	11	3	10	5		5	8	13	85	194	657
Reserve Officer						0	0	0				0	0	3	3
Texas Department of Public Safety	4	2	3	3	3	3	5	7	2	2	2	0	36	13	15
<b>TOTAL WARRANTS ISSUED</b>	<b>383</b>	<b>232</b>	<b>375</b>	<b>267</b>	<b>384</b>	<b>203</b>	<b>299</b>	<b>271</b>	<b>197</b>	<b>344</b>	<b>176</b>	<b>264</b>	<b>3,395</b>	<b>2,657</b>	<b>2,924</b>

<b>WARRANTS CLEARED</b>													<b>YTD Total</b>	<b>2014 Total</b>	<b>2013 Total</b>
Police Department	126	116	199	124	132	145	106	152	136	142	122	96	1,596	1,181	985
Municipal Court	84	76	136	90	83	90	82	94	90	101	74	66	1,066	899	1,029
Fire Marshal	0			1		0	0	0				1	2	5	10
Code Enforcement	0		1	0		0	0	0		2			3	8	2
Animal Control	1	2	3	0		0	0	5	10		1	2	24	74	10
Transferred Out	32	20	46	20	43	14	25	11	21	27	16	17	292	477	1,022
Reserve Officer	0						0	0					0	9	4
Texas Department of Public Safety	0	5	4	3	3	0	3	1	2	2	4	1	28	20	21
<b>TOTAL WARRANTS CLEARED</b>	<b>243</b>	<b>219</b>	<b>389</b>	<b>238</b>	<b>261</b>	<b>249</b>	<b>216</b>	<b>263</b>	<b>259</b>	<b>274</b>	<b>217</b>	<b>183</b>	<b>3,011</b>	<b>2,673</b>	<b>3,083</b>

**To: Mayor & Council Members**

**From:** Chief Ron Morales

**Date:** January 5, 2016

**Re: December News**

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**Administrative Services**

- Held the 1st Annual “Pack the Patrol Car” toy drive benefitting Blue Santa. The event was set up in the Amegy Bank parking lot and generated a good response from the community.
- Blue Santa assisted over 225 families (585 children) in the Dickinson area; local businesses and various city employees “adopted” 18 families (40 children); also, Blue Santa was able to assist CPS, LCPD, DPS and a few other agencies with toys for an additional 15 families. In all, over 270 families (with over 730 children) were able to enjoy a Merry Christmas.
- Members of the police department assisted with the annual Christmas Parade.

**Patrol Division**

- Officers investigated suspicious activities at the Texaco at FM 517 and California. As an officer was passing the area around 2:00am, he heard a car alarm and observed flashing light on a vehicle. As he was entering the parking lot he observed a white male bleeding from his head. The investigation determined that the individual had been attacked by four black males in the parking lot who used the windshield washer wands as weapons. They fled the area with the help of a heavyset white female driving a dark colored Ford Focus.
- Officers were called to the 5400 block of FM 517 in reference to a Robbery. Officers arrived and assisted in the initial investigation where it was determined that a white male entered the store wearing a long sleeve shirt, black pants and some type of red cloth wrapped around his head with eye holes cut out. The case is still under investigation.
- Field training for new patrol officers Cheryl Mullen and Haven Smith started just before the end of the month.

### **Criminal Investigation Division**

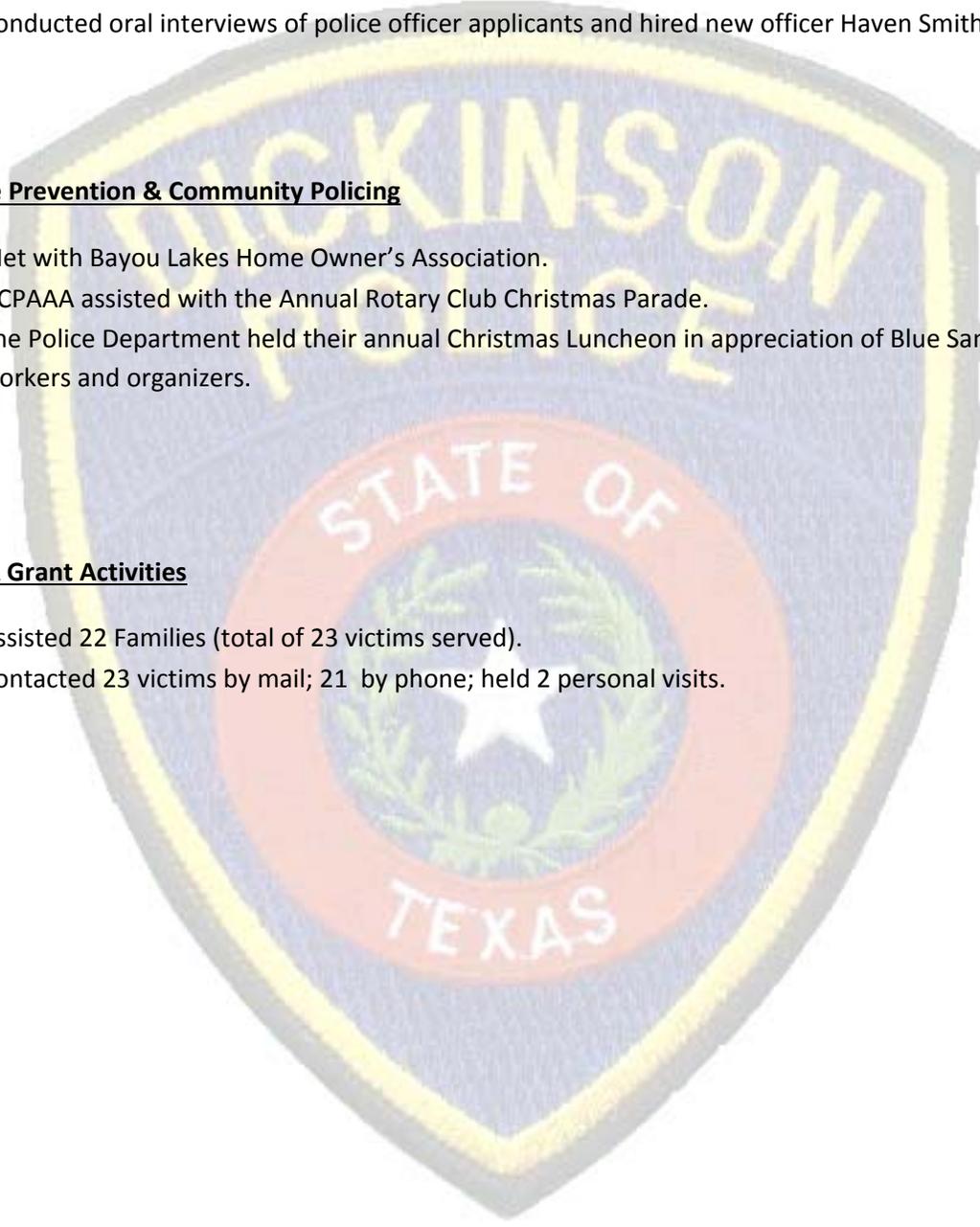
- Det. Cromie attended Instructor Training for Advanced Child Abuse Investigation Training in Austin. This training provided an updated curriculum for instructors to include joint investigations between law enforcement and CPS. The training is provided through the Children's Justice Act and Texas Municipal Police Associations.
- Conducted oral interviews of police officer applicants and hired new officer Haven Smith.

### **Crime Prevention & Community Policing**

- Met with Bayou Lakes Home Owner's Association.
- DCPAAA assisted with the Annual Rotary Club Christmas Parade.
- The Police Department held their annual Christmas Luncheon in appreciation of Blue Santa workers and organizers.

### **VOCA Grant Activities**

- Assisted 22 Families (total of 23 victims served).
- Contacted 23 victims by mail; 21 by phone; held 2 personal visits.



## 2015 Dickinson Police Department Crime and Traffic Report

Criminal Activity	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total	2014 Total	2013 Total
Criminal Homicide - Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Forcible Rape	0	0	0	1	3	1	0	1	0	0	1	3	10	8	3
Robbery	1	1	0	1	2	4	2	1	1	0	2	2	17	14	7
Aggravated Assault	4	0	1	1	2	0	1	3	1	1	0	2	16	32	26
Assault	31	25	15	19	30	29	35	25	43	33	24	18	327	264	228
Assault on Peace Officer	0	1	0	1	1	0	0	0	0	0	0	0	3	1	3
Burglary	8	13	7	7	10	8	8	6	12	5	9	11	104	121	175
Larceny/Theft	23	18	24	16	23	29	38	26	36	19	26	44	322	373	393
Motor Vehicle Theft	2	3	4	3	3	6	5	0	4	1	1	7	39	31	40
Arson	0	2	0	0	0	0	0	0	0	0	0	0	2	1	1
Total Reportable Offenses	69	62	51	49	73	77	89	62	97	59	63	87	838	843	857
Total Calls Received and Dispatched	3,083	2,468	2,597	1,794	1,868	1,755	2,016	2,047	1,900	1,743	1,487	1,470	24,228	46,441	51,696
Total Cases Cleared by Arrests	18	11	15	8	13	9	21	13	17	13	13	16	167	218	222
Total Arrests (Adult)	91	105	88	114	139	109	138	142	130	114	115	95	1,380	1,139	1,117
Total Adult Felony Arrests	8	10	12	7	3	3	11	7	3	6	3	4	77	120	116
Total Arrests (Juvenile)	0	0	1	1	1	0	4	1	0	4	0	1	13	26	16
Total Juvenile Felony Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	6	6
Total Value of Vehicles Stolen	\$27,000	\$96,785	\$33,500	\$9,300	\$55,600	\$68,500	\$72,416	\$0	\$56,700	\$9,000	\$25,500	\$73,200	\$527,501	\$368,300	\$293,085
Total Value of all other Property Stolen	\$38,544	\$24,219	\$29,067	\$16,736	\$38,457	\$36,756	\$35,817	\$13,490	\$26,983	\$88,429	\$60,502	\$60,993	\$469,993	\$557,298	\$889,015
Total Value of all Property Recovered	\$10,002	\$24,000	\$6,429	\$1,300	\$0	\$27,700	\$81,710	\$350	\$34,546	\$49	\$12,224	\$16,462	\$214,772	\$244,702	\$174,847
Total Vehicles Stolen/Received other Department	0	1	0	0	0	1	0	0	1	0	0	0	3	9	1
Total Vehicles Stolen/Received Local	1	1	0	1	0	3	5	0	1	0	2	2	16	14	18
Total Vehicles Stolen other Department/Received Local	0	1	0	0	0	1	2	0	2	3	1	0	10	5	2
Traffic Activity	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total	2014 Total	2013 Total
Total Accidents Reported	30	36	45	42	39	39	29	44	35	42	28	45	454	442	384
Total Accidents with Property Damage	0	6	6	2	1	5	2	3	1	3	0	3	32	28	19
Total Accidents with Personal Injury	4	8	7	9	5	11	7	5	6	8	2	8	80	78	79
Total Number of Personal Injury	5	10	7	10	9	15	8	6	8	11	4	9	102	93	101
Total Fatality Accidents	0	0	0	0	3	0	0	0	0	1	0	0	4	0	2
Total of Warning Tickets (Moving Violations)	87	82	105	138	96	102	165	77	91	126	49	73	1,191	2,314	2,358
Total of Warning Tickets (Non-Moving Violations)	233	196	177	56	111	148	105	205	144	81	126	58	1,640	2,806	3,343
Total Citations Issued to Adults	503	437	359	331	286	287	310	329	301	286	165	146	3,740	3,992	2,969
Total Citations Issued to Juveniles	6	3	3	3	5	2	3	1	0	4	5	4	39	61	40
Total Number of all Violations	657	536	458	411	372	351	365	414	371	366	206	193	4,700	4,993	3,898
Total Amount of Fines Assessed	\$139,749	\$116,496	\$99,445	\$93,406	\$83,484	\$85,742	\$81,724	\$93,312	\$82,968	\$83,981	\$47,480	\$50,372	\$1,058,159	\$1,162,888	\$946,753



**Derek Hunt**  
**EMS Director**

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**TO: Honorable Mayor and City Council Members**  
**FROM: Derek Hunt, EMS Director**  
**DATE: January 1, 2016**  
**SUBJECT: Monthly Report for December 2015**

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Monthly Overview:

- Staff attended monthly dispatch meeting
- Staff attended Clinical Excellence-Cardiovascular Performance Improvement Committee meeting at Mainland Medical Center
- Staff attended EMS Quarterly Meeting at Methodist St. John's Hospital
- Staff attended Trauma Outcomes Meeting at Clear Lake Regional Hospital
- Staff attended Stroke Committee Meeting at Clear Lake Regional Hospital
- Staff attended City Christmas Luncheon
- Staff began the "Friday Soup" program – In-House Leadership Development - Every Friday all supervisors are sent an email containing leadership development information and resources that were attended by the EMS Director during that month
- Staff continues to add/update information on EMS webpage
- Staff continues to monitor the Physio Life-Net System for transmitting EKG's and data from the field to receiving facilities
- Staff continues to monitor the Health Data Exchange program with ESO
- Staff continues to work on Vial of Life Program
- Staff continues to monitor for updates needed for DEMS standard operating guidelines and protocols

**EMS Training:**

- Staff continues to work on TDSHS required ongoing continuing education
- Staff continues to work with Mainland Hospital and Clear Lake Regional Medical Center on the transport and continued care of Trauma and Neurological patients

**Health News / Information:**

- Staff continues to monitor the Ebola virus and is working with state and federal agencies on recommendations for pre-hospital staff and the community



**FYI**

## 2015 Dickinson Emergency Medical Services Activity Report

EMS Activity*	January	February	March	April	May	June	July	August	September	October	November	December	2015 Total	2014 Total	2013 Total
Assist	6	3	0	0	0	0	0	0	0	0	0	0	9	4	0
Call Cancelled	0	0	0	0	0	0	0	0	0	0	0	0	0	22	33
DOS, No Transport	2	1	2	4	3	1	3	2	4	1	1	4	28	27	31
Disregarded En Route	12	9	8	15	11	11	18	6	9	4	9	7	119	61	95
False Alarm (No Incident Occurred)	2	1	8	3	8	6	6	13	13	11	5	11	87	23	46
No Patient Found	13	17	0	0	0	0	0	0	0	0	0	0	30	186	303
No Treatment, No Transport	33	46	77	51	54	52	63	77	40	58	54	63	668	446	370
Patient Care Transferred	3	5	2	1	1	0	2	0	0	1	1	1	17	45	18
Stand By	1	1	1	1	1	1	1	2	1	2	1	1	14	10	0
Transported Lights/Siren	8	7	10	13	14	10	12	11	16	17	15	12	145	126	173
Transported No Lights/Siren	107	78	86	87	103	102	95	98	83	86	80	82	1,087	937	995
Transported No Lights/Siren, Upgraded	0	0	1	0	1	1	0	1	1	1	1	0	7	10	5
Treated, Transported by Law Enforcement	0	0	0	0	0	0	0	1	0	1	0	0	2	2	3
Treated, Transported by Private Vehicle	0	1	0	0	0	0	0	0	0	0	0	0	1	1	4
Treatment, No Transport	5	7	5	5	9	9	2	7	7	8	6	10	80	113	242
Mutual Aid - Patient Encounters	23	21	25	19	17	19	23	36	20	31	25	20	279	287	n/a
<b>Total EMS Activities - Patient Reports*</b>	<b>215</b>	<b>197</b>	<b>225</b>	<b>199</b>	<b>222</b>	<b>212</b>	<b>225</b>	<b>254</b>	<b>194</b>	<b>221</b>	<b>198</b>	<b>211</b>	<b>2,573</b>	<b>2,300</b>	<b>2,318</b>
Average Response Time	5.55	5.49	5.46	5.39	5.37	6.06	6.01	5.52	8.15	6.13	6.26	5.36	5.90	5.50	5.04
<b>AIR MEDICAL TRANSPORTS</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>31</b>	<b>29</b>
<b>Dispatched Incidents</b>															
In City	161	147	148	138	165	166	159	186	137	162	144	149	1862	1673	1783
Out of City	50	47	65	56	51	41	58	66	56	53	53	50	646	600	524
<b>Total Dispatched Incidents for Dickinson EMS*</b>	<b>211</b>	<b>194</b>	<b>213</b>	<b>194</b>	<b>216</b>	<b>207</b>	<b>217</b>	<b>252</b>	<b>193</b>	<b>215</b>	<b>197</b>	<b>199</b>	<b>2,508</b>	<b>2,273</b>	<b>2,307</b>

Mutual Aid Breakdown**	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total	2014 Total	2013 Total
Mutual Aid Given to Other Services	20	12	13	17	14	23	16	16	17	13	18	11	190	76	101
Mutual Aid Received by Other Services	24	23	27	21	25	22	24	40	23	34	27	21	311	N/A	N/A
Mutual Aid Received by Other Services Avg Response Time	20	14	15	16	16	22	16	16	13	20	18	13	17	N/A	N/A

OTHER INFORMATION	January	February	March	April	May	June	July	August	September	October	November	December	2015 Total	2014 Total	2013 Total
Collections - 2016															
COLLECTIONS - 2015	\$32,756.67	\$44,913.56	\$33,089.28	\$34,192.90	\$35,434.07	\$41,998.88	\$44,672.47	\$32,205.01	\$40,167.89	\$36,754.14	\$38,816.08	\$36,036.63	\$451,037.58		
COLLECTIONS - 2014	\$31,012.86	\$31,326.20	\$30,506.46	\$30,143.23	\$36,867.96	\$31,283.02	\$34,270.11	\$44,510.04	\$49,823.20	\$25,045.23	\$37,336.79	\$39,143.20		\$421,368.30	
COLLECTIONS - 2013	\$44,788.62	\$32,929.19	\$41,366.80	\$45,952.19	\$37,193.42	\$35,190.42	\$45,294.67	\$39,534.87	\$30,684.50	\$26,838.11	\$24,769.16	\$33,366.08			\$437,908.03
COLLECTIONS - 2012	\$35,337.55	\$38,399.36	\$33,873.83	\$35,337.55	\$38,399.36	\$33,873.83	\$35,337.55	\$38,399.36	\$33,873.83	\$49,067.67	\$32,436.05	\$48,582.90			
COLLECTIONS - 2011	\$34,931.36	\$29,807.27	\$45,092.56	\$52,001.25	\$36,692.17	\$27,747.57	\$32,327.43	\$48,744.69	\$39,978.64	\$35,337.55	\$38,399.36	\$33,873.83	<b>2012 Total</b>	<b>2011 Total</b>	
													\$549,395.99	\$454,933.68	

\*Note: An incident may have multiple patients.

\*\*On 1 of the mutual aids into the city, Medic 1 was able to cover the call and disregard the inbound mutual aid unit.

CALENDAR YEAR COLLECTIONS	January	February	March	April	May	June	July	August	September	October	November	December	2015 Total	2014 Total	2013 Total
COLLECTIONS - 2016															
COLLECTIONS - 2015	\$32,756.67	\$44,913.56	\$33,089.28	\$34,192.90	\$35,434.07	\$41,998.88	\$44,672.47	\$32,205.01	\$40,167.89	\$36,754.14	\$38,816.08	\$36,036.63	\$451,037.58		
COLLECTIONS - 2014	\$31,012.86	\$31,326.20	\$30,506.46	\$30,143.23	\$36,867.96	\$31,283.02	\$34,270.11	\$44,510.04	\$49,823.20	\$25,045.23	\$37,336.79	\$39,143.20		\$421,268.30	
COLLECTIONS - 2013	\$44,788.62	\$32,929.19	\$41,366.80	\$45,952.19	\$37,193.42	\$35,190.42	\$45,294.67	\$39,534.87	\$30,684.50	\$26,838.11	\$24,769.16	\$33,366.08			\$437,908.03
COLLECTIONS - 2012	\$35,337.55	\$38,399.36	\$33,873.83	\$35,337.55	\$38,399.36	\$33,873.83	\$35,337.55	\$38,399.36	\$33,873.83	\$49,067.67	\$32,436.05	\$48,582.90			
COLLECTIONS - 2011	\$34,931.36	\$29,807.27	\$45,092.56	\$52,001.25	\$36,692.17	\$27,747.57	\$32,327.43	\$48,744.69	\$39,978.64	\$35,337.55	\$38,399.36	\$33,873.83	<b>2012 Total</b>	<b>2011 Total</b>	
													\$454,933.68	\$454,933.68	

FISCAL YEAR COLLECTIONS	October	November	December	January	February	March	April	May	June	July	August	September	TOTALS
Collections 2010-2011	\$43,575.06	\$35,867.82	\$34,527.20	\$34,931.36	\$29,807.27	\$45,092.56	\$52,001.25	\$36,692.17	\$27,747.57	\$32,327.43	\$48,744.69	\$39,978.64	\$461,293.02
Collections 2011-2012	\$35,337.55	\$38,399.36	\$33,873.83	\$35,337.55	\$38,399.36	\$33,873.83	\$35,337.55	\$38,399.36	\$33,873.83	\$35,337.55	\$38,399.36	\$33,873.83	\$430,442.96
Collections 2012-2013	\$49,067.67	\$32,436.05	\$48,582.90	\$44,788.62	\$32,929.19	\$41,366.80	\$45,952.19	\$37,193.42	\$35,190.42	\$45,294.67	\$39,534.87	\$30,684.50	\$483,021.30
Collections 2013-2014	\$26,838.11	\$24,769.16	\$33,366.08	\$31,012.86	\$31,326.20	\$30,506.46	\$30,143.23	\$36,867.96	\$31,283.02	\$34,270.11	\$44,510.04	\$49,823.20	\$404,716.43
Collections 2014-2015	\$25,045.23	\$37,336.79	\$39,143.20	\$32,756.67	\$44,913.56	\$33,089.28	\$34,192.90	\$35,434.07	\$41,998.88	\$44,672.47	\$32,205.01	\$40,167.89	\$440,955.95

## **FUTURE CITY COUNCIL AGENDA ITEMS**

### **January 2016**

#### **1/26/2016**

##### Special Council Meeting

- Review and Revision of Draft of Transportation Chapter of New Comprehensive Plan (Joint Workshop with Planning & Zoning Commission)

##### Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- Update from Councilman Decker Regarding Public Meeting Held on January 25, 2016 Concerning TPDES Permit for Industrial Wastewater Amendment by Clean Harbors San Leon, Inc.
- First Reading of Ordinance to Call for General Election
- Ordinance Adopting Introduction Chapter of New Comprehensive Plan
- Ordinance Adopting Housing Chapter of New Comprehensive Plan
- Widget Briefing – Public Works – Tree Removal
- Update on Activities of Dickinson Bayou Watershed Steering Committee Meeting of January 25, 2016
- 

### **February 2016**

#### **2/09/2016**

##### Special Council Meeting

- Review of Revised Draft of Transportation Chapter of New Comprehensive Plan (Joint Workshop with Planning & Zoning Commission)

##### Regular Council Meeting

- 1<sup>st</sup> Quarter Financial & Investment Report
- May 2016 Dickinson Independent School District Bond Election
- Presentation and Approval of Revised Capital Improvement Program for Fiscal Years 2016-2020
- Approval of Resolution Concerning TCAP Contract

#### **2/23/2016**

##### Special Council Meeting

- Review and Revision of Draft of Community Services and Facilities Chapter of New Comprehensive Plan (Joint Workshop with Planning & Zoning Commission)

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- Joint Election Agreement with Dickinson Independent School District and the Galveston County Elections Division
- Ordinance Adopting Transportation Chapter of New Comprehensive Plan
- Widget Briefing – Economic Development/Tourism

**March 2016**

**3/08/2016**

Special Council Meeting

- Review of Revised Draft of Community Services and Facilities Chapter of New Comprehensive Plan (Joint Workshop with Planning & Zoning Commission)

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council

**3/22/2016**

Special Council Meeting

- Review and Revision of Draft of Land Use Chapter of New Comprehensive Plan (Joint Workshop with Planning & Zoning Commission)

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- United Board of Health Re-Appointment and Appointments
- Update on Activities of Dickinson Bayou Watershed Steering Committee Meeting
- Ordinance Adopting Transportation Chapter of New Comprehensive Plan

**April 2016**

**4/12/2016**

Special Council Meeting

- Review of Revised Draft of Land Use Chapter of New Comprehensive Plan (Joint Workshop with Planning & Zoning Commission)

Regular Council Meeting

- Update on Public Works Projects
- Proclamation – Parkinson’s Disease
- Proclamation – Motorcycle Awareness
- Holy Trinity Episcopal Church Strawberry Festival
- Proclamation - Fair Housing
- 

**4/26/2016**

Special Council Meeting

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- Ordinance Adopting Land Use Chapter of New Comprehensive Plan
- Ordinance Adopting Comprehensive Plan In Its Entirety

**May 2016**

**5/10/2016**

Special Council Meeting

Regular Council Meeting

- Proclamation – Parkinson’s Disease
- Proclamation – Motorcycle Awareness

**5/24/2016**

Special Council Meeting

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- First Reading of Juvenile Curfew Ordinance
- Appointments/Reappointments to Boards and Commissions
- 

**June 2016**

**6/14/2016**

Special Council Meeting

Regular Council Meeting

- Update on Public Works Projects
- Proclamation – Parkinson’s Disease
- Proclamation – Motorcycle Awareness

**6/28/2016**

Special Council Meeting

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council

**July 2016**

**07/13/2016**

Special Council Meeting

Regular Council Meeting

- Update on Public Works Projects

**07/27/2016**

Special Council Meeting

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- Update on Activities of Dickinson Bayou Watershed Steering Committee

**August 2016**

**08/09/2016**

Special Council Meeting

Regular Council Meeting

- Update on Public Works Projects

## **08/23/2016**

### Special Council Meeting

#### Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- Recessing the Regularly Scheduled Meeting of the City Council in Order to Conduct Business as the City of Dickinson Employee Benefits Trust.
- Reconvene
- Accepting the Action of the City of Dickinson Employee Benefits Trust to Accept the Offer for Employee Medical and Pharmacy Insurance from \_\_\_\_\_, the Renewal Offer for Employee Dental Insurance from Guardian, the Renewal Offer for Life Insurance from Guardian, the Renewal Offer for Vision Insurance from Humana Comp Benefits, and the Renewal Offer for Long-Term Disability Insurance from Standard Insurance.

## **September 2016**

### **09/13/2016**

#### Special Council Meeting

#### Regular Council Meeting

- Update on Public Works Projects

### **09/27/2016**

#### Special Council Meeting

#### Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- GCAD nomination
- Agreement with Employer Solutions Employee Support PLLC FY 2016-2017
- Award of Competitive Sealed Bid for Official Newspaper
- Update on Activities of Dickinson Bayou Watershed Steering Committee
-

## **October 2016**

**10/13/2016**

Special Council Meeting

Regular Council Meeting

- Breast Cancer Awareness
- Update on Public Works Projects
- Galveston County Appraisal District Nominations
- Appointments to HGAC

**10/27/2016**

Special Council Meeting

Regular Council Meeting

- Update on Public Works Projects
- Update on Activities of Houston-Galveston Area Council
- 4<sup>th</sup> Quarter Financial & Investment Report

## **November 2016**

**11/08/2016**

Special Council Meeting

Regular Council Meeting

- Update on Public Works Projects
- Re-approve FFAST form
- Appointments/Reappointments to Boards and Commissions
- Cancellation of November 22, 2016 and December 27, 2016 Regular City Council Meetings Due to Holidays

## **December 2016**

**12/13/2016**

Special Council Meeting

Regular Council Meeting

- Update on Public Works Projects

- Update on Activities of Houston-Galveston Area Council