

**NOTICE OF REGULAR CITY COUNCIL MEETING
CITY OF TOMBALL, TEXAS**



MONDAY, JUNE 5, 2017

6:00 P.M.

Notice is hereby given of a meeting of the Tomball City Council, to be held on Monday, June 5, 2017 at 6:00 P.M., City Hall, 401 Market Street, Tomball, Texas 77375, for the purpose of considering the following agenda items. All agenda items are subject to action. The Tomball City Council reserves the right to meet in a closed session for consultation with attorney on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

1.0 Call to Order

2.0 Invocation

- Led by Pastor Stuart Sanders, Tomball Bible Church

3.0 Pledges to U.S. and Texas Flags

4.0 Public Comments and Receipt of Petitions *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.]*

5.0 Reports and Announcements

- **TOMBALL KID'S CLUB** – June 6, 9, 13, 16, 20, 23, 27 and 30 and July 7, 11, and 14, 2017 - 11:00 a.m.-1:00 p.m., at the Community Center

- **June 22, 2017 – 9th Annual Economic Outlook Luncheon** –sponsored by the Tomball Economic Development Corporation at Lone Star College-Tomball – 11:30 a.m.-1:30 p.m.
- July 4, 2017 – **Tomball July 4th Celebration & Street Festival**
- August 26, 2017 – **Tomball Texas Music Festival**
- September 23, 2017 – **7th Annual Beetles, Brew & Barbeque Festival**– 12:00 Noon-6:00 p.m.
- October 7, 2017 – **4th “Annual Paces for Pink” 5K Run**
- October 7, 2017 – **“Zomball in Tomball”**
- October 21, 2017– **6th Annual Tomball Bluegrass Festival**– 12:00 Noon-6:00 p.m.
- Reports by City staff and members of council about items of community interest on which no action will be taken
 - Mike Baxter – Report on the Success of the **Tomball Honky Tonk Music Festival and Chili Challenge**

6.0 Approve the Minutes of the May 15, 2017 Regular Tomball City Council Meeting and the May 22, 2017 Special Tomball City Council Meeting

7.0 Old Business:

7.1 Adopt, on Second Reading, Ordinance No. 2017-16, an Ordinance of the City of Tomball, Texas, Amending Chapter 50 (Zoning) of the Tomball Code of Ordinances by Changing the Zoning District Classification of Approximately 11.130 Acres of Land, Legally Described as a Tract or Parcel Containing 11.130 Acres or 484,852 Square Feet of Land, Situated in the Elizabeth Smith Survey, Abstract No. 70, Harris County, Texas, Being out of a Called 16.4724 Acre Tract Conveyed to 11311 Holderrieth Limited, L.P. as Recorded under Harris County Clerk's File (H.C.C.F.) No. W840420, within the City of Tomball, Harris County, Texas, to the Light Industrial District; Said Property being generally located at the Southwest Corner of Holderrieth Road and Hufsmith-Kohrville Road; Providing for the Amendment of the Official Zoning Map of the City; Providing for Severability; Providing for a Penalty of an Amount Not to Exceed \$2,000 for Each Day of Violation of Any Provision Hereof, Making Findings of Fact; and Providing for Other Related Matters

8.0 New Business:

8.1 Host a Public Meeting to Review Harris County’s Method of Distribution (MOD) for the Community Development Block Grant Disaster Recovery Program funds for the 2016 Flood Events (CDBG/DR16). The U.S. Department of Housing and Urban Development (HUD) Allocated Harris County \$61,591,147 in CDBG/DR16 Funding of the \$222,264,000 Awarded to the State of Texas through the Texas General Land Office (GLO). Harris County Plans to Submit a MOD to the GLO in June. The City is Seeking Input on the Community Needs Resulting from the 2016 Flood Events and on Harris County’s MOD Describing the Distribution of CDBG/DR16 Between Housing and Non-Housing Categories and Among Affected Cities within Harris County

8.2 Reappoint/Appoint Members to Vacancies of Alternate Member Positions 1 and 3 on the Board of Adjustment, for Terms Expiring March 2, 2018

8.3 Reappoint/Appoint Members to the Planning and Zoning Commission, Positions

2 and 5, for New Terms Expiring June 1, 2020

- 8.4 Approve Resolution No. 2017-10, a Resolution of the City Council of the City of Tomball, Texas, Supporting the 45th Annual Tomball Night and Parade, to be Held in Tomball on Friday, August 4, 2017
- 8.5 Approve Resolution No. 2017-11, a Resolution of the City Council of the City of Tomball, Texas, Supporting the 52nd Annual Tomball Holiday Parade, to be Held in Tomball on Saturday, November 18, 2017 and Approving Requested Street Closures and In-Kind Services
- 8.6 Award Project No. 2017-14, Sale of Lot 20, Block 7, located at 0 Houston Street, to Sole Bidder, William A. Benson, Jr. in the Amount of \$3,800.00
- 8.7 Award Contract for Project No. 2016-24, for 2016 Asphalt Street Improvements, to Hayden Paving, Inc., in the Amount of \$178,173.00
- 8.8 Reject All Bids Received for Project No. 2017-01, Sherwood Forest Drainage Improvements, and Authorize Rebidding Project No. 2017-01R
- 8.9 Discussion and Possible Action in Regards to the Development of a Fee in Lieu of Sidewalks Program
- 9.0 Adjournment

C E R T I F I C A T I O N

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Tomball, Texas, a place readily accessible to the general public at all times, on the 1st day of June 2017 by 5:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Doris Speer

Doris Speer
City Secretary, TRMC

This facility is wheelchair accessible and accessible parking spaces are available Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please feel free to contact the City Secretary's office at (281) 290-1002 or FAX (281) 351-

6256 for further information.

AGENDAS MAY ALSO BE VIEWED ONLINE AT www.ci.tomball.tx.us.

Regular City Council
Agenda Item
Data Sheet

Meeting Date: June 5, 2017

Topic:

- Led by Pastor Stuart Sanders, Tomball Bible Church

Background:

Origination:

Recommendation:

Party(ies) responsible for placing this item on agenda:

ACTION TAKEN		
Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other

Regular City Council
Agenda Item
Data Sheet

Meeting Date: June 5, 2017

Topic:

- ***TOMBALL KID'S CLUB*** – June 6, 9, 13, 16, 20, 23, 27 and 30 and July 7, 11, and 14, 2017 - 11:00 a.m.-1:00 p.m., at the Community Center
- ***June 22, 2017 – 9th Annual Economic Outlook Luncheon*** – sponsored by the Tomball Economic Development Corporation at Lone Star College-Tomball – 11:30 a.m.-1:30 p.m.
- July 4, 2017 – **Tomball July 4th Celebration & Street Festival**
- August 26, 2017 – **Tomball Texas Music Festival**
- September 23, 2017 – **7th Annual Beetles, Brew & Barbeque Festival** – 12:00 Noon-6:00 p.m.
- October 7, 2017 – **4th “Annual Paces for Pink” 5K Run**
- October 7, 2017 – **“Zomball in Tomball”**
- October 21, 2017– **6th Annual Tomball Bluegrass Festival** – 12:00 Noon-6:00 p.m.
- Reports by City staff and members of council about items of community interest on which no action will be taken
 - Mike Baxter – Report on the Success of the ***Tomball Honky Tonk Music Festival and Chili Challenge***

Background:

Origination:

Various

Recommendation:

N/A

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN

Approval ☐ Yes ☐ No	Readings Passed		Other
	☐ 1 st	☐ 2 nd	

ATTACHMENTS:

9th Annual Economic Outlook Luncheon

INVITATION

9TH
ANNUAL

ECONOMIC OUTLOOK LUNCHEON

Lone Star College-Tomball • Beckendorf Conference Center

Thursday, June 22, 2017

11:30 A.M. – 1:30 P.M.

JUNE 22ND

• • • FEATURED SPEAKER • • •

Dr. Ray Perryman

President & CEO, The Perryman Group

• • • SPONSORS • • •



• • • RSVP BY JUNE 12TH • • •

twooten@tomballtxedc.org
(281) 401-4086

Page 2 of 2

Regular City Council
Agenda Item
Data Sheet

Meeting Date: June 5, 2017

Topic:

Approve the Minutes of the May 15, 2017 Regular Tomball City Council Meeting and the May 22, 2017 Special Tomball City Council Meeting

Background:

Origination:

City Secretary

Recommendation:

Party(ies) responsible for placing this item on agenda:

City Secretary

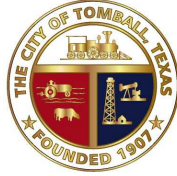
ACTION TAKEN		
Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other

ATTACHMENTS:

Draft Minutes of the May 15, 2017 Regular Tomball City Council Meeting

Draft Minutes of the May 22, 2017 Special Tomball City Council Meeting

**MINUTES OF REGULAR CITY COUNCIL MEETING
CITY OF TOMBALL, TEXAS**



MONDAY, MAY 15, 2017

6:00 P.M.

1.0 Call to Order

The Council meeting was called to order at 6:00 p.m. by Mayor Fagan. Other members present:

Councilman Hudgens
Councilman Stoll
Councilman Degges
Councilman Townsend
Councilman Klein Quinn
Council-Elect Ford

Others present:

City Manager – George Shackelford
Assistant City Manager – Robert Hauck
City Secretary – Doris Speer
City Attorney – Loren Smith
Fire Chief – Randy Parr
Fire Marshal – Joe Sykora
Finance Director – Glenn Windsor
Director of Community Development – Craig Meyers
City Planner – Amelia Lindley
Assistant City Engineer – Beth Jones
Assistant City Secretary – Tracy Garcia
CSO Admin. Assistant – Sasha Robinson
Police Officer-Investigations – James Harrell

2.0 The invocation was led by Richard Jennings, Senior Pastor - River of Praise.

3.0 The pledges to U. S. and Texas Flags were led by Randy Parr.

4.0 Canvass of Election

4.1 Canvass of Election Escrutinio de la Elección Kiểm Phiếu của Cuộc Bầu Cử 拉票選舉

Resolution No. 2017-06, Canceling the Regular City Officer's Election Scheduled to be held on the 6th Day of May, 2017, in Accordance with Section 2.053(a) of the Texas Election Code; Directing the Giving of Notice of Such Cancellation of Election; and Providing Details Relating to the Cancellation of Such Election as approved by City Council on March 6, 2017, at the Regular Council Meeting. The following actions complete the canvass of the May 6, 2017 Election.

Resolución Nro. 2017-06, cancelando la Elección Regular de Funcionarios de la Ciudad programada para el 6 de mayo de 2017, de acuerdo con la Sección 2.053(a) del Código Electoral de Texas; instruyendo que se de aviso de tal cancelación de elección; y disponiendo los detalles relativos a la cancelación de tal elección como fue aprobada por el Consejo Municipal el 6 de marzo de 2017 en la asamblea ordinaria del Consejo. Las medidas indicadas a continuación completan el escrutinio de la Elección del 6 de mayo de 2017.

Nghị quyết số 2017-06, Hủy Bỏ Cuộc Bầu Cử Viên Chức Thành Phố Thường Lệ Dự Kiến sẽ được tổ chức vào ngày 6 tháng Năm, 2017 chiếu theo Mục 2.053(a) của Bộ Luật Tuyển Cử Tiểu Bang Texas; Chỉ thị việc Ban Hành Thông Báo Hủy Bỏ Cuộc Bầu Cử; và Cung Cấp Thông Tin Chi Tiết liên quan đến Hủy Bỏ Cuộc Bầu Cử theo phê chuẩn của Hội Đồng Thành Phố vào ngày 6 tháng Ba, 2017 tại Cuộc Họp Hội Đồng Thường Lệ. Các hành động sau đây hoàn tất việc kiểm phiếu ngày 6 tháng Năm, 2017.

決議案2017-06號，取消一般市府官員應於2017年5月6日的選舉計畫，其是根據德克薩斯州選舉法2.053(a)節；茲此通知該選舉取消；以及提供關於由市政委員會於2017年3月6日，在一般是政會議通過取消該選舉的詳情。下列行動完成2017年5月6日選舉遊說

No action necessary; Resolution No. 2017-06 was adopted on March 6, 2017.

Ninguna acción necesaria; la Resolución el No 2017-06 fue adoptada el 6 de marzo de 2017

Không có hành động cần thiết; Nghị quyết số 2017-06 đã được thông qua ngày 6 tháng 3 năm 2017.

不採取行動的必要；2017年3月6日通過了2017年-06號決議。

4.2 Mayor Fagan presented a carved rattlesnake limestone clock/plaque to Councilman F. S. "Field" Hudgens, in honor of his service to the City of Tomball and its citizens. *El Alcalde Fagan presentó una placa al Concejal F.S "Field" Hudgens, en honor de su servicio a la ciudad de Tomball, y sus ciudadanos.*

Thị trưởng Fagan đã trình bày một được khắc đá với rắn đuôi chuông đồng hồ/mảng bám để ông hội đồng F. S. "Field" Hudgens, trong vinh quang của dịch vụ của ông với thành phố Tomball và các công dân ở đây.

费根市长提出了一尾蛇飞弹转交雕刻石灰石时钟/的牙菌斑要寻短见 F S

“Field” Hudgens, 在他服务的城市, Tomball 和它的公民。

- 4.3 The Oath of Office was administered by Mayor Fagan to John Ford as the newly elected Councilman, Position 1 and to Lori Klein Quinn as the newly elected Councilman, Position 5.

El Juramento al Cargo fue administrado por la Alcaldesa Fagan a John Ford como nuevo Concejal, Posición 1 y a Lori Klein Quinn como nuevo Concejal, Posición 5.

Tuyên Thệ Nhậm Chức đã được tiến hành bởi Thị Trưởng Fagan cho John Ford là Nghị Viên mới được bầu chọn, Vị Trí 1 và cho Lori Klein Quinn Nghị Viên mới được bầu chọn, Vị Trí 5.

官員宣誓已由Mayor Fagan支配 John Ford 視為新當選的委員，席位1及 Lori Klein Quinn 視為新當選的委員，席位5。

- 4.4 Motion was made by Councilman Degges, second by Councilman Stoll, to Elect Councilman Klein Quinn as Mayor Pro-Tem, in Accordance with Section 6.08 of the City of Tomball Home Rule Charter.

El Concejal Degges hizo la moción, secundada por el Concejal Stoll, a elegir el Concejal Klein Quinn como Alcalde Pro-Tem, de conformidad con la sección 6,08 de la ciudad de Tomball Carta autonómica.

Chuyển động đã được thực hiện bởi Ủy viên Hội đồng Degges, thứ hai bởi Nghị Stoll, đề cử Ủy viên Hội đồng Klein Quinn như Thị trưởng Pro-Tem, phù hợp với mục 6.08 của thành phố Tomball Trang chủ Quy tắc Điều lệ.

動作是由 Degges Councilman , 第二個依 Councilman Stoll , 以選出 Councilman Klein Quinn 昆因為王 Pro-Tem 符合節 6.08 的城市 Tomball 家庭規則章程

Motion carried unanimously.

Moción aceptada por unanimidad.

Kiến nghị được nhất trí thông qua.

動議無異議地通過。

Councilman Klein Quinn was elected Mayor Pro-Tem.

El Concejal Klein Quinn fue elegido Alcalde interino.

Nghị Viên Klein Quinn được chọn làm Thị Trưởng Tạm Thời.

委員 Klein Quinn 已當選為暫時市長。

Councilman Ford took the dais and the meeting proceeded.

5.0 Public Comments and Receipt of Petitions: *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law - GC, 551.042.]*

6.0 Reports and Announcements:

- May 27, 2017 – ***Tomball Honky Tonk Music Festival and Chili Challenge***
- July 4, 2017 – ***Tomball July 4th Celebration & Street Festival***
- August 26, 2017 – ***Tomball Texas Music Festival***
- September 23, 2017 – ***7th Annual Beetles, Brew & Barbeque Festival*** – 12:00 Noon-6:00 p.m.
- October 7, 2017 – ***4th “Annual Paces for Pink” 5K Run***
- October 7, 2017 – ***“Zomball in Tomball”***
- October 21, 2017– ***6th Annual Tomball Bluegrass Festival*** – 12:00 Noon-6:00 p.m.
- Reports by City staff and members of council about items of community interest on which no action will be taken
 - George Shackelford reported on the Success of the ***Rails & Tails Mudbug Festival***
 - Glenn Windsor presented the Quarterly Investment Report for Period Ending March 31, 2017. The Public Funds Investment Act requires that a report of the City's Investments be presented to Council on a quarterly basis. The investment report includes a listing of all investments together with information relating to diversification, cost vs. market values, yield information, and weighted average maturities. On March 31, 2017, the City had total cash and cash equivalents in the amount of \$70,624,591. A copy of the report was attached for Council review.

7.0 Motion was made by Councilman Stoll, second by Councilman Townsend, to approve the minutes of the May 1, 2017 Regular Tomball City Council Meeting.

Motion carried unanimously.

8.0 Old Business:

8.1 Motion was made by Councilman Townsend, second by Councilman Degges, to adopt, on Second Reading, Ordinance No. 2017-10, an Ordinance of the City of Tomball, Texas, Amending its Zoning Ordinance by Approving a Planned Development District of Approximately 65.6190 Acres of Land Located at the Southwest Corner of the Intersection of State Highway 249 and State Highway 99, Amending the Official Zoning Map of the City to Reflect the Planned Development District to be Known as Planned Development–10 (PD 10) District; Adopting Regulations Applicable To PD–10 District; Providing for Severability; Providing for a Penalty of an Amount not to Exceed \$2,000.00 for Each

Violation Hereof, with Each Day Constituting a New Violation; Making Findings of Fact; and Providing for Other Matters. Vote was as follows:

Councilman Ford	<u>Aye</u>
Councilman Stoll	<u>Aye</u>
Councilman Degges	<u>Aye</u>
Councilman Townsend	<u>Aye</u>
Councilman Klein Quinn	<u>Aye</u>

Motion carried unanimously.

9.0 New Business:

- 9.1 Motion was made by Councilman Townsend, second by Councilman Klein Quinn, to approve the Request for Qualifications to Seek an Independent Auditing Firm for the Fiscal Years Ending September 30, 2017 through September 30, 2021, a Five-Year Term.

Motion carried unanimously.

- 9.2 Motion was made by Councilman Stoll, second by Councilman Townsend, to read Ordinance No. 2017-09 by caption only on First Reading.

Motion carried unanimously.

Motion was made by Councilman Townsend, second by Councilman Stoll, to adopt, on First Reading, Ordinance No. 2017-09, an Ordinance of the City of Tomball, Texas, Extending the City Limits of Said City to Include All of the Territory within Certain Limits and Boundaries and Annexing to the City of Tomball All of the Territory within Such Limits and Boundaries; Approving a Service Plan for All of the Area within Such Limits and Boundaries; Containing Other Provisions Relating to the Subject; and Providing a Savings and Severability Clause [A Tract Containing 11.130 Acres or 484,852 Square Feet of Land, Situated in the Elizabeth Smith Survey, Abstract No. 70, Harris County, Texas. Being out of a Called 16.4724-Acre Tract Conveyed to 11311 Holderreith Limited, L.P. as recorded under Harris County Clerk's File (H.C.C.F.) No. W840420, Tomball, Texas; Located within the Extraterritorial Jurisdiction of the City of Tomball, Harris County, Texas, Located at 11311 Holderreith Road)] (Mustang Cat). Vote was as follows:

Councilman Ford	<u>Aye</u>
Councilman Stoll	<u>Aye</u>
Councilman Degges	<u>Aye</u>
Councilman Townsend	<u>Aye</u>
Councilman Klein Quinn	<u>Aye</u>

Motion carried unanimously.

- 9.3 Consideration to Approve **Zoning Case P17-0037**: Request by Jerry M. Young, on behalf of Mustang Cat, to amend Chapter 50 (Zoning) of the Tomball Code of Ordinances by rezoning approximately 11.130 acres of land, legally described as a tract or parcel containing 11.130 acres or 484,852 square feet of land, situated in the Elizabeth Smith Survey, Abstract No. 70, Harris County, Texas, being out of a called 16.4724 acre tract conveyed to 11311 Holderrieth Limited, L.P. as recorded under Harris County Clerk's file (H.C.C.F.) No. W840420, generally located at the southwest corner of Holderrieth and Hufsmith-Kohrville Road to the Light Industrial District.

- Mayor Fagan called the Public Hearing on **Zoning Case P17-0037** to order at 6:28 p.m. The following comment was received:

James Storfer	-	Expressed his support of the
11215 Olde Mint House Lane		annexation and zoning change.

Receiving no additional comments, Mayor Fagan closed the Public Hearing at 6:29 p.m.

- Motion was made by Councilman Stoll, second by Councilman Townsend, to read Ordinance No. 2017-16 by caption only on First Reading.

Motion carried unanimously.

Motion was made by Councilman Townsend, second by Councilman Stoll, to adopt, on First Reading, Ordinance No. 2017-16, an Ordinance of the City of Tomball, Texas, Amending Chapter 50 (Zoning) of the Tomball Code of Ordinances by Changing the Zoning District Classification of Approximately 11.130 Acres of Land, Legally Described as a Tract or Parcel Containing 11.130 Acres or 484,852 Square Feet of Land, Situated in the Elizabeth Smith Survey, Abstract No. 70, Harris County, Texas, Being out of a Called 16.4724 Acre Tract Conveyed to 11311 Holderrieth Limited, L.P. as Recorded under Harris County Clerk's File (H.C.C.F.) No. W840420, within the City of Tomball, Harris County, Texas, to the Light Industrial District; Said Property being generally located at the Southwest Corner of Holderrieth Road and Hufsmith-Kohrville Road; Providing for the Amendment of the Official Zoning Map of the City; Providing for Severability; Providing for a Penalty of an Amount Not to Exceed \$2,000 for Each Day of Violation of Any Provision Hereof, Making Findings of Fact; and Providing for Other Related Matters. Vote was as follows:

Councilman Ford	<u>Aye</u>
Councilman Stoll	<u>Aye</u>
Councilman Degges	<u>Aye</u>

Councilman Townsend Aye
Councilman Klein Quinn Aye

Motion carried unanimously.

- 9.4 Consideration to Approve **Zoning Case P17-0036**: Request by DJ and Kelly Ray, on behalf of Lefty's Auto Crafters, to amend Chapter 50 (Zoning) of the Tomball Code of Ordinances by rezoning approximately 0.17 acres of land, legally described as Lot 9 Block 1 Main Street – Tomball, generally located on the east side of Holderrieth Boulevard, between Main Street and Arnold Street, from the Single-family 6 District to the Commercial District.

- Mayor Fagan called the Public Hearing on **Zoning Case P17-0036** to order at 6:34 p.m. Receiving no public comments, Mayor Fagan closed the Public Hearing at 6:34 p.m.
- Motion was made by Councilman Townsend, second by Councilman Stoll, to read Ordinance No. 2017-17 by caption only on First Reading.

Motion carried unanimously.

Motion was made by Councilman Townsend, second by Councilman Degges, to adopt, on First Reading, Ordinance No. 2017-17, an Ordinance of the City of Tomball, Texas, Amending Chapter 50 (Zoning) of the Tomball Code of Ordinances by Changing the Zoning District Classification of Approximately 0.17 Acres of Land, Legally Described as Lot 9 Block 1 Main Street – Tomball, within the City of Tomball, Harris County, Texas, from the Single-Family 6 District to the Commercial District; Said Property being generally located on the East Side of Holderrieth Boulevard, between Main Street and Arnold Street; Providing for the Amendment of the Official Zoning Map of the City; Providing for Severability; Providing for a Penalty of an Amount Not to Exceed \$2,000 for Each Day of Violation of Any Provision Hereof, Making Findings of Fact; and Providing for Other Related Matters. Vote was as follows:

Councilman Ford Aye
Councilman Stoll Nay
Councilman Degges Nay
Councilman Townsend Nay
Councilman Klein Quinn Aye

Motion FAILED, 2 votes Aye, 3 votes Nay.

- 9.5 Motion was made by Councilman Klein Quinn, second by Councilman Ford, to award Contract for Project No. 2017-12 - Traffic Signal at Hufsmith-Kohrville Road and Spell Road to Third Coast Services, LLC, in the Amount of \$106,847.77.

Motion carried unanimously.

- 9.6 Motion was made by Councilman Townsend, second by Councilman Stoll, to approve Development Agreement with Pigs Unlimited International, Inc. for the City of Tomball to Temporarily Provide Out-of-City Utility Services.

Motion carried unanimously.

- 10.0 Motion was made by Councilman Townsend, second by Councilman Ford, to adjourn.

Motion carried unanimously.

Meeting adjourned.

PASSED AND APPROVED this the 5th day of June 2017.

Doris Speer, TRMC, MMC
City Secretary

Gretchen Fagan
Mayor

**MINUTES OF SPECIAL CITY COUNCIL MEETING
CITY OF TOMBALL, TEXAS**

MONDAY, May 22, 2017



5:30 P.M.

1.0 Call to Order

The Council meeting was called to order at 5:30 p.m. by City Manager George Shackelford.
Other members present:

Councilman Ford
Councilman Stoll
Councilman Degges
Councilman Townsend

Members absent:

Mayor Fagan
Councilman Klein Quinn

Others present:

City Manager – George Shackelford
City Secretary – Doris Speer
Marketing Director – Mike Baxter

Nomination was made by Councilman Degges, second by Councilman Townsend, for Councilman Stoll to serve as Temporary Mayor Pro Tem. Nominations ceased.

Vote was as follows:

Councilman Ford	<u>Aye</u>
Councilman Stoll	<u>Nay</u>
Councilman Degges	<u>Aye</u>
Councilman Townsend	<u>Aye</u>

Motion carried, 3 votes Aye, 1 vote Nay.

2.0 No public comments were received.

3.0 Old Business:

- 3.1 Motion was made by Councilman Townsend, second by Councilman Degges, to adopt, on Second Reading, Ordinance No. 2017-09, an Ordinance of the City of Tomball, Texas, Extending the City Limits of Said City to Include All of the Territory within Certain Limits and Boundaries and Annexing to the City of Tomball All of the Territory within Such Limits and Boundaries; Approving a Service Plan for All of the Area within Such Limits and Boundaries; Containing Other Provisions Relating to the Subject; and Providing a Savings and Severability Clause [A Tract Containing 11.130 Acres or 484,852 Square Feet of Land, Situated in the Elizabeth Smith Survey, Abstract No. 70, Harris County, Texas. Being out of a Called 16.4724-Acre Tract Conveyed to 11311 Holderreith Limited, L.P. as recorded under Harris County Clerk's File (H.C.C.F.) No. W840420, Tomball, Texas; Located within the Extraterritorial Jurisdiction of the City of Tomball, Harris County, Texas, Located at 11311 Holderrieth Road)] (Mustang Cat). Vote was as follows:

Councilman Ford	<u>Aye</u>
Councilman Stoll	<u>Aye</u>
Councilman Degges	<u>Aye</u>
Councilman Townsend	<u>Aye</u>
Councilman Klein Quinn	<u>Absent</u>

Motion carried unanimously.

4. Motion was made by Councilman Townsend, second by Councilman Degges, to adjourn.

Motion carried unanimously.

Meeting adjourned.

PASSED AND APPROVED this the 5th day of June 2017.

Doris Speer, TRMC, MMC
City Secretary

Gretchen Fagan
Mayor

Regular City Council

Agenda Item

Data Sheet

Meeting Date: June 5, 2017

Topic:

Adopt, on Second Reading, Ordinance No. 2017-16, an Ordinance of the City of Tomball, Texas, Amending Chapter 50 (Zoning) of the Tomball Code of Ordinances by Changing the Zoning District Classification of Approximately 11.130 Acres of Land, Legally Described as a Tract or Parcel Containing 11.130 Acres or 484,852 Square Feet of Land, Situated in the Elizabeth Smith Survey, Abstract No. 70, Harris County, Texas, Being out of a Called 16.4724 Acre Tract Conveyed to 11311 Holderrieth Limited, L.P. as Recorded under Harris County Clerk's File (H.C.C.F.) No. W840420, within the City of Tomball, Harris County, Texas, to the Light Industrial District; Said Property being generally located at the Southwest Corner of Holderrieth Road and Hufsmith-Kohrville Road; Providing for the Amendment of the Official Zoning Map of the City; Providing for Severability; Providing for a Penalty of an Amount Not to Exceed \$2,000 for Each Day of Violation of Any Provision Hereof, Making Findings of Fact; and Providing for Other Related Matters

Background:

Origination:

Jerry M. Young, Mustang CAT

Recommendation:

Adopt, on Second Reading

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN

Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other
--	--	-------

ATTACHMENTS:

Ordinance No. 2017-16

P17-0037 Staff Report

Notice of Public Hearing

Property Owner Notification

ORDINANCE NO. 2017-16

AN ORDINANCE OF THE CITY OF TOMBALL, TEXAS, AMENDING CHAPTER 50 (ZONING) OF THE TOMBALL CODE OF ORDINANCES BY CHANGING THE ZONING DISTRICT CLASSIFICATION OF APPROXIMATELY 11.130 ACRES OF LAND, LEGALLY DESCRIBED AS A TRACT OR PARCEL CONTAINING 11.130 ACRES OR 484,852 SQUARE FEET OF LAND, SITUATED IN THE ELIZABETH SMITH SURVEY, ABSTRACT NO. 70, HARRIS COUNTY, TEXAS, BEING OUT OF A CALLED 16.4724 ACRE TRACT CONVEYED TO 11311 HOLDERRIETH LIMITED, L.P. AS RECORDED UNDER HARRIS COUNTY CLERK'S FILE (H.C.C.F.) NO. W840420, WITHIN THE CITY OF TOMBALL, HARRIS COUNTY, TEXAS, TO THE LIGHT INDUSTRIAL DISTRICT; SAID PROPERTY BEING GENERALLY LOCATED AT THE SOUTHWEST CORNER OF HOLDERRIETH ROAD AND HUFSMITH-KOHRVILLE ROAD; PROVIDING FOR THE AMENDMENT OF THE OFFICIAL ZONING MAP OF THE CITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR A PENALTY OF AN AMOUNT NOT TO EXCEED \$2,000 FOR EACH DAY OF VIOLATION OF ANY PROVISION HEREOF, MAKING FINDINGS OF FACT; AND PROVIDING FOR OTHER RELATED MATTERS.

* * * * *

Whereas, Jerry M. Young, on behalf of Mustang Cat, has requested that approximately 11.130 acres of land, legally described as A tract or parcel containing 11.130 acres or 484,852 square feet of land, situated in the Elizabeth Smith Survey, Abstract No. 70, Harris County, Texas, being out of a called 16.4724 acre tract conveyed to 11311 Holderrieth Limited, L.P. as recorded under Harris County Clerk's file (H.C.C.F.) No. w840420, City of Tomball, Harris County, Texas, generally located at the southwest corner of Holderrieth Road and Hufsmith-Kohrville Road, in the City of Tomball, Harris County, Texas, (the "Property"), be rezoned; and

Whereas, at least fifteen (15) days after publication in the official newspaper of the City of the time and place of a public hearing and at least ten (10) days after written notice of that hearing was mailed to the owners of land within two hundred feet of the Property in the manner required by law, the Planning & Zoning Commission held a public hearing on the requested rezoning; and

Whereas, the public hearing was held before the Planning & Zoning Commission at least forty (40) calendar days after the City's receipt of the requested rezoning; and

Whereas, the Planning & Zoning Commission recommended in its final report that City Council approve the requested rezoning of Office; and

Whereas, at least fifteen (15) days after publication in the official newspaper of the City of the time and place of a public hearing for the requested rezoning, the City Council held the public hearing for the requested rezoning and the City Council considered the final report of the Planning & Zoning Commission; and

Whereas, the City Council deems it appropriate to grant the requested rezoning.

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

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

Section 2. The zoning classification of the Property is hereby changed to the Light Industrial District subject to the regulations, restrictions, and conditions hereafter set forth.

Section 3. The Official Zoning Map of the City of Tomball, Texas shall be revised and amended to show the designation of the Property as Light Industrial District, with the appropriate reference thereon to the number and effective date of this Ordinance and a brief description of the nature of the change.

Section 4. This Ordinance shall in no manner amend, change, supplement, or revise any provision of any ordinance of the City of Tomball, save and except the change in zoning classification for the Property to the Light Industrial District as described above.

Section 5. In the event any section, paragraph, subdivision, 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 Tomball, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

Section 6. Any person who shall violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and upon conviction, shall be fined in an amount not to exceed \$2,000. Each day of violation shall constitute a separate offense.

FIRST READING:

READ, PASSED, AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL HELD ON THE 15TH DAY OF MAY 2017.

COUNCILMAN FORD	<u>AYE</u>
COUNCILMAN STOLL	<u>AYE</u>
COUNCILMAN DEGGES	<u>AYE</u>
COUNCILMAN TOWNSEND	<u>AYE</u>
COUNCILMAN QUINN	<u>AYE</u>

SECOND READING:

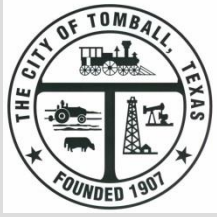
READ, PASSED, AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL HELD ON THE 5TH DAY OF JUNE 2017.

COUNCILMAN FORD	_____
COUNCILMAN STOLL	_____
COUNCILMAN DEGGES	_____
COUNCILMAN TOWNSEND	_____
COUNCILMAN QUINN	_____

Gretchen Fagan, Mayor

ATTEST:

Doris Speer, City Secretary



Rezoning Staff Report

Planning & Zoning Commission Public Hearing Date: May 11, 2017
City Council Public Hearing Date: May 15, 2017

Rezoning Case: P17-0037

Property Owner(s): 11311 Holderrieth Limited, L.P.

Applicant(s): Jerry M. Young

Legal Description: A tract or parcel containing 11.130 acres or 484,852 square feet of land, situated in the Elizabeth Smith Survey, Abstract No. 70, Harris County, Texas, being out of a called 16.4724 acre tract conveyed to 11311 Holderrieth Limited, L.P. as recorded under Harris County Clerk's file (H.C.C.F.) No. w840420

Location: Southwest corner of Holderrieth Road and Hufsmith-Kohrville Road (Exhibit "A")

Area: 11.130 acres

Comp Plan Designation: Business / Industrial (Exhibit "B")

Present Zoning and Use: Outside City Limits (Exhibit "C") / Mustang Cat (Exhibit "D")

Request: Zone to the Light Industrial District

Adjacent Zoning & Land Uses:

- North:** General Retail and Light Industrial / Convenience store, Business and Industrial Park
- South:** Outside City Limits / Undeveloped property
- West:** Outside City Limits and Agricultural / Undeveloped property
- East:** Outside City Limits / Residential neighborhood and undeveloped property

BACKGROUND

The City is in the process of annexing the property into the City Limits. Chapter 50 (Zoning) allows zoning to be established simultaneously with annexation. The applicant has requested the property be given the Light Industrial Zoning District classification.

ANALYSIS

The property is located at the City's southeastern boundary and is primarily surrounded by properties outside of the City Limits. To the north, properties are zoned General Retail and Light Industrial and have established business on them including a convenience store with lease spaces and the Tomball Business and Technology Park. To the east, outside of the City Limits, there is a residential subdivision. To the west and south, property is undeveloped.

The Future Land Use Map designates the property as Business / Industrial. Properties to the north are also designated as Business / Industrial. Properties to the west are Business / Industrial and Open Space toward the southern portion of the property. Property to the south and east are outside of the City's Extra Territorial Jurisdiction, therefore, they are not in the City Comprehensive Plan.

ZONING CONSIDERATIONS

In making its recommendation regarding a proposed zoning change, the Planning and Zoning Commission and City Council shall consider the following factors:

- A. Whether the uses permitted by the proposed change will be appropriate in the immediate area concerned, and their relationship to the general area and to the City as a whole.**

The uses permitted in the Light Industrial District would be appropriate in the immediate area. The west side of Hufsmith-Kohrville has many light industrial and commercial land uses established.

- B. Whether the proposed change is in accordance with any existing or proposed plans for providing public schools, streets, water supply, sanitary sewers, and other utilities to the area.**

There are City utilities available for the subject site.

- C. The amount of vacant land currently classified for similar development in the vicinity and elsewhere in the City, and any special circumstances which may make a substantial part of such vacant land unavailable for development.**

There is vacant land in the City currently zoned Light Industrial, however, this zoning request is unique in that a business is already established on it. There does not appear to be any special circumstances which may make a substantial part of any vacant land unavailable for development.

- D. The recent rate at which land is being developed in the same zoning classification as the request, particularly in the vicinity of the proposed change.**

There has been consistent commercial development city-wide in the Light Industrial District.

- E. How other areas designated for similar development will be, or are likely to be, affected if the proposed amendment is approved.**

It does not appear that other areas designated for similar development will be affected for the proposed amendment. As mentioned, there is already a business established on this property.

- F. Any other factors that will substantially affect the public health, safety, morals, or general welfare.**

Generally, the proposed rezoning does not appear to negatively affect the public health, safety, morals, or general welfare.

G. Whether the request is consistent with the Comprehensive Plan.

The Future Land Use plan designates the property Business / Industrial. The request is consistent with the Comprehensive Plan.

PUBLIC COMMENT

Property owners within 200 feet of the project site were mailed notification of this proposal on April 21, 2017. The Notice of Public Hearing was published in the paper and a sign was placed on the property on April 26, 2017. No public comment forms have been received as of the date of this report.

RECOMMENDATION

Based on the findings outlined in the analysis section of this staff report, City staff recommends approval of Zoning Case P17-0037 for the following reasons:

1. The request is consistent with the City's Comprehensive Plan;
2. The request is compatible with the existing land uses in the area;
3. There is already an established business on the property.

EXHIBITS

- A. Aerial Photo
- B. Comprehensive Plan
- C. Zoning Map
- D. Site Photos
- E. Application

Exhibit "A"
Aerial Photo



Exhibit "B"
Comprehensive Plan

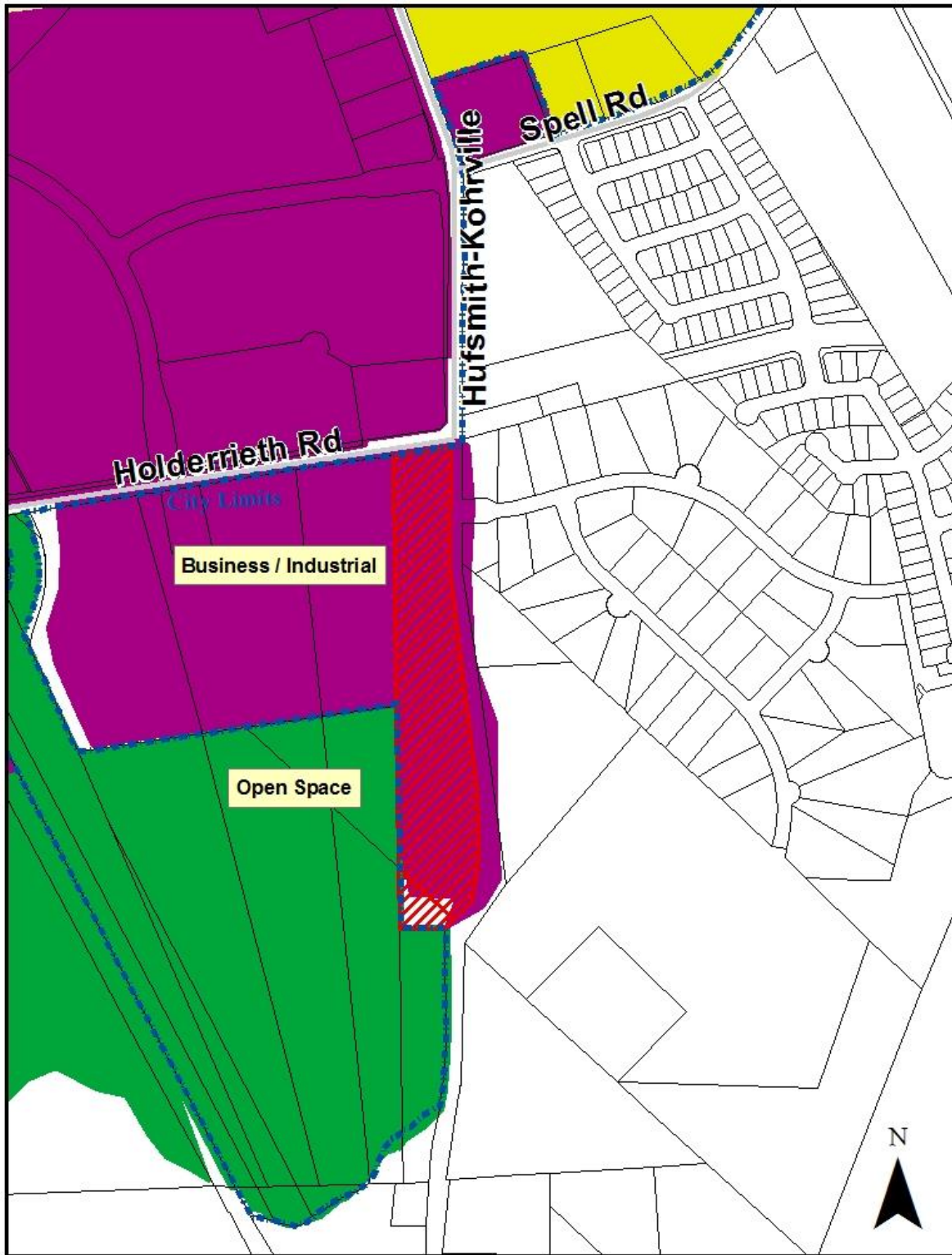
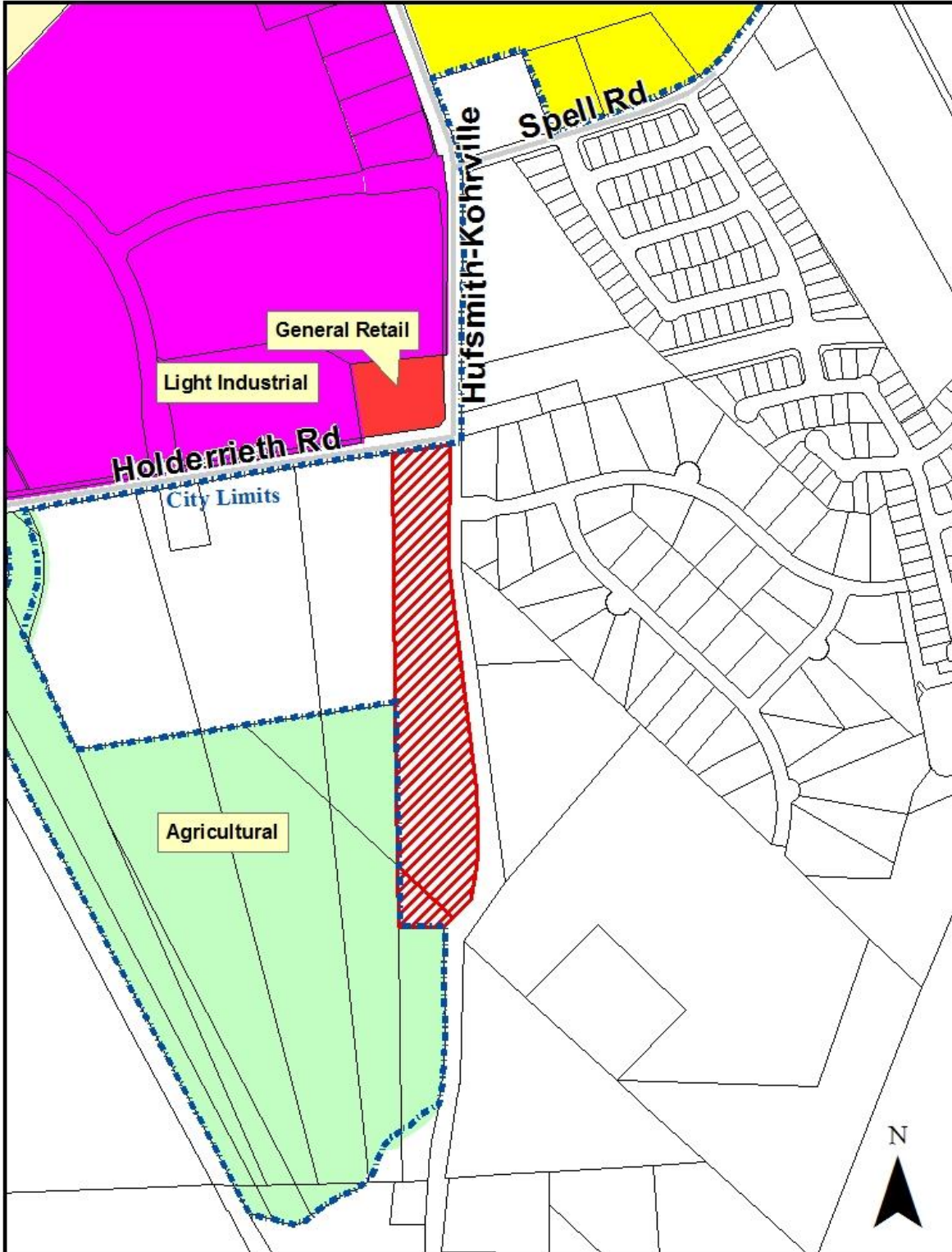


Exhibit "C"
Zoning Map



**Exhibit “D”
Site Photos**



Exhibit "E" Application

Revised 5/19/15



APPLICATION FOR REZONING

Community Development Department
Planning Division

APPLICATION SUBMITTAL: Applications will be *conditionally* accepted on the presumption that the information, materials and signatures are complete and accurate. If the application is incomplete or inaccurate, your project may be delayed until corrections or additions are received.

Applicant

Name: Jerry M. Young Title: VP/General Counsel
Mailing Address: 12800 Northwest Freeway City: Houston State: TX
Zip: 77040
Phone: (713) 452-7775 Fax: (713) 460-8473 Email: jyoung@mustangcat.com

Owner

Name: 11311 Holderrietz Limited, L.P. Title: _____
Mailing Address: 11311 Holderrietz City: Tomball State: TX
Zip: 77375
Phone: (713) 460-2000 Fax: (713) 460-8473 Email: jyoung@mustangcat.com

Engineer/Surveyor (if applicable)

Name: _____ Title: _____
Mailing Address: _____ City: _____ State: _____
Zip: _____
Phone: () _____ Fax: () _____ Email: _____

Description of Proposed Project: Annexation

Physical Location of Property: Corner of Holderrietz and Helfsmith Kohrville
[General Location - approximate distance to nearest existing street corner]

Legal Description of Property: _____
[Survey/Abstract No. and Tracts; or platted Subdivision Name with Lots/Block]

Current Zoning District: N/A

Current Use of Property: Light Industrial

Proposed Zoning District: Light Industrial

Proposed Use of Property: Light Industrial

HCAD Identification Number 041026602001, Acreage: 11.130

City of Tomball, Texas 501 James Street, Tomball, Texas 77375 Phone: 281-290-1405 www.tomballtx.gov

Please note: A courtesy notification sign will be placed on the subject property during the public hearing process and will be removed when the case has been processed.

This is to certify that the information on this form is **COMPLETE, TRUE, and CORRECT** and the under signed is authorized to make this application. I understand that submitting this application does not constitute approval, and incomplete applications will result in delays and possible denial.

X [Signature] General Counsel 3-24-17
Signature of Applicant Date

X [Signature] 3-24-17
Signature of Owner Date

CITY OF TOMBALL
281-351-5484

REC#: 00975061 3/27/2017 10:03 AM
OPER: RP TERM: 005
REF#: M 22001

TRAN: 130.0000 PLANNING AND ZONING
MUSTANG CAT
11311 HOLDERREITH
100-5441
REZONING APPLICATIO 511.30CR
TENDERED: 511.30 CHECK
APPLIED: 511.30-
CHANGE: 0.00



12800 Northwest Freeway • Houston, Texas
(713) 460-2000 main • (713) 690-2287 fax
www.mustangcat.com

Jerry M. Young
Vice President
General Counsel

March 24, 2017

City of Tomball
501 James Street
Tomball, Texas
77375

Re: Annexation of Property belonging to 11311 Holderrieth Limited, L.P.

Attached you will find the Application for Rezoning regarding 11311 Holderrieth Limited, L.P.'s property and as it is related to annexation into the City of Tomball. This application is being made per the desired annexation and I am certain that such will benefit the City of Tomball and be consistent with its goals and strategies.

The Application for Rezoning has been executed by Brad Tucker, Manager, on behalf of 11311 Holderrieth Management, LLC, the General Partner of 11311 Holderrieth Limited, L.P.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jerry M. Young".

Jerry M. Young
Vice President/General Counsel

Cc: John Kenneth Shutts, via email
Brad Tucker, via email

HOUSTON • BEAUMONT • BRYAN • CONROE • EL CAMPO • LA MARQUE • LUFKIN

**NOTICE OF PUBLIC HEARING
CITY OF TOMBALL
CITY COUNCIL
MAY 15, 2017**



Notice is Hereby Given that a Public Hearing will be held by the City Council of the City of Tomball on **Monday, May 15, 2017, at 6:00 P.M.** at City Hall, 401 Market Street, Tomball Texas. On such dates, the P&Z and City Council will consider the following:

Zoning Case P17-0037: Request by Jerry M. Young, on behalf of Mustang Cat, to amend Chapter 50 (Zoning) of the Tomball Code of Ordinances by rezoning approximately 11.130 acres of land, legally described as a tract or parcel containing 11.130 acres or 484,852 square feet of land, situated in the Elizabeth Smith Survey, Abstract No. 70, Harris County, Texas, being out of a called 16.4724 acre tract conveyed to 11311 Holderrieth Limited, L.P. as recorded under Harris County Clerk's file (H.C.C.F.) No. w840420, generally located at the southwest corner of Holderrieth and Hufsmith-Kohrville Road to the Light Industrial District.

At the public hearings, parties of interest and citizens will have the opportunity to be heard. All citizens of the City of Tomball, and any other interested parties, are invited to attend. Applications are available for public inspection Monday through Friday, except holidays, at the Public Works Building, located at 501 James Street, Tomball, TX 77375. Further information may be obtained by contacting the Planner, Amelia Lindley, at (281) 290-1410 or at alindley@tomballtx.gov.

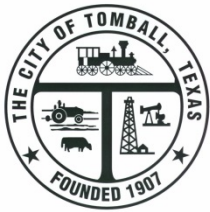
C E R T I F I C A T I O N

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall; City of Tomball, Texas, a place readily accessible to the general public at all times, on the **8th** day of **May 2017** by 5:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Kim Chandler

Kim Chandler
Secretary of the Board

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please feel free to contact the City Secretary's office at (281) 290-1002 or FAX (281) 351-6256 for further information. AGENDAS MAY ALSO BE VIEWED ONLINE AT www.tomballtx.gov.



Notice of Public Hearing

YOU ARE INVITED TO ATTEND the Public Hearing before the **CITY COUNCIL** of the City of Tomball regarding the following item:

CASE NUMBER: P17-0037

APPLICANT/OWNER: Request by Jerry M. Young, on behalf of Mustang Cat

LOCATION: Generally located at the southwest corner of Holderrieth and Hufsmith-Kohrville Road

PROPOSAL: To amend Chapter 50 (Zoning) of the Tomball Code of Ordinances by rezoning approximately 11.130 acres of land, legally described as a tract or parcel containing 11.130 acres or 484,852 square feet of land, situated in the Elizabeth Smith Survey, Abstract No. 70, Harris County, Texas, being out of a called 16.4724 acre tract conveyed to 11311 Holderrieth Limited, L.P. as recorded under Harris County Clerk's file (H.C.C.F.) No. w840420, to the Light Industrial District.

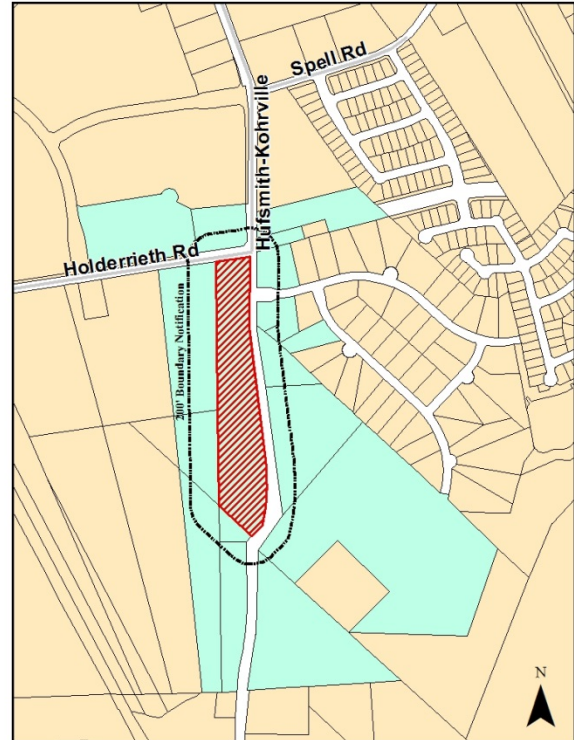
CONTACT: Amelia Lindley, Planner

PHONE: (281) 290-1410

E-MAIL: alindley@tomballtx.gov

Interested parties may contact the City of Tomball between 8:00 a.m. and 5:00 p.m. Monday through Friday for further information. The application is available for public review Monday through Friday, except holidays, between the hours of 8:00 a.m. and 5:00 p.m. in the Community Development Department office, located at 501 James Street, Tomball, TX 77375. The staff report will be available no later than 4:00 p.m. on the Friday preceding the meeting.

This notice is being mailed to all owners of real property within 200 feet of the request as such ownership appears on the last approved Harris County Appraisal District tax roll.



**City Council Public Hearing:
Monday, May 15, 2017, 6:00 PM**

**The Public Hearings will be held in the
City Council Chambers, City Hall
401 Market Street, Tomball, Texas**

Regular City Council

Agenda Item

Data Sheet

Meeting Date: June 5, 2017

Topic:

Host a Public Meeting to Review Harris County's Method of Distribution (MOD) for the Community Development Block Grant Disaster Recovery Program funds for the 2016 Flood Events (CDBG/DR16). The U.S. Department of Housing and Urban Development (HUD) Allocated Harris County \$61,591,147 in CDBG/DR16 Funding of the \$222,264,000 Awarded to the State of Texas through the Texas General Land Office (GLO). Harris County Plans to Submit a MOD to the GLO in June. The City is Seeking Input on the Community Needs Resulting from the 2016 Flood Events and on Harris County's MOD Describing the Distribution of CDBG/DR16 Between Housing and Non-Housing Categories and Among Affected Cities within Harris County

Background:**Origination:**

City Staff

Recommendation:

N/A

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN

Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other
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ATTACHMENTS:

Memo to Council regarding Grant
Notice of Tomball Community Meeting

May 25, 2017

Mayor and Council:

RE: General Land Office funding for flooding losses

As a result of the two significant flood incidents last year, Tax Day and Memorial Day, and the losses sustained by residents and property owners inside the city limits, the City of Tomball has an opportunity to participate with Unincorporated Harris County, Baytown, Jersey Village, Katy and City of Houston for infrastructure grant funding. The General Land Office is providing funding through a HUD Community Development Block Grant-Disaster Recovery allocation to the State of Texas and must be used for city infrastructure improvements; not individual housing units.

Tomball is eligible to apply for \$1,471,561.80 from the pool in excess of \$40,000,000 of funds under the program. These funds will provide 100% funding of the projects with no matching required. The demographics of the area where funds can be spent indicate typically low and moderate income individuals and families were affected by the flood incidents.

Per the damage assessment work that was completed by Tomball staff members and confirmed by FEMA, 67 housing units were damaged with an estimated flood value loss of \$112,302. Many of these homes were in specific neighborhoods that could benefit from major drainage improvements.

The first step in the process was met by providing an indication of the City's interest in participating. The next step is to hold a public meeting and invite affected residents to attend in order to receive their input on the flooding situation and obtain information on their loss. Subsequent to that, a brief need assessment will be prepared and provided to Harris County that will describe the level and location of the City damage caused to housing and businesses and any unmet needs that still exist. The assessment will also discuss the need for mitigation.

There will be some cost to the city such as the application preparation cost, administration, and single audit requirement. All combined could be an estimated \$100,000. We don't have all the details of the program yet, but will continue to do research on the requirements. There would be no recurring expenses except general maintenance after the project(s) is completed.

Potential drainage projects we have identified are as follows:

1. Harden Ditch extension east to Cherry; north on Cherry—affects Keystone Townhomes, Belmont, Southmore, Cherry Laurel, and Dartford Square Apartments (cost unknown)
2. Lizzie Lane/Persimmon drainage (cost unknown)
3. Lovett to Carrell drainage (cost unknown)

NOTICE OF **TOMBALL COMMUNITY MEETING**
CITY OF TOMBALL, TEXAS



**TOMBALL CITY COUNCIL AND TOMBALL
COMMUNITY DEVELOPMENT DEPARTMENT**
MONDAY, JUNE 5, 2017
AT
6:00 P.M.

Notice is hereby given that a **COMMUNITY MEETING** will be hosted by the Tomball City Council and the Tomball Community Development Department, on Monday, June 5, 2017 at 6:00 p.m., at City Hall, 401 Market Street, Tomball, Texas 77375, as follows:

The City of Tomball's City Council and the Tomball Community Development Department (TCDD) will host a public meeting to review Harris County's Method of Distribution (MOD) for the Community Development Block Grant Disaster Recovery Program funds for the 2016 flood events (CDBG-DR16). The U.S. Department of Housing and Urban Development (HUD) allocated Harris County \$61,591,147 in CDBG-DR16 funding of the \$222,264,000 awarded to the State of Texas through the Texas General Land Office (GLO). Harris County plans to submit a MOD to the GLO in June. The City is seeking input on the community needs resulting from the 2016 flood events and on Harris County's MOD describing the distribution of CDBG-DR16 between housing and non-housing categories and among affected cities within Harris County.

The meeting will be held on **Monday, June 5, 2017 at 6 p.m.** at the Tomball City Hall, City Council Chamber, 401 Market Street, 77375. The venue is accessible for persons with disabilities.

Persons interested in the above-proposed Community Meeting will be given an opportunity to be heard.

For additional information or to request special arrangements at the Community Meeting (interpreter, captioning for the hearing impaired, sign language, or other), contact Doris Speer, City Secretary at 281-290-1002 or dspeer@tomballtx.gov. Information is also available on TCDD's website at www.tomballtx.gov.

C E R T I F I C A T I O N

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Tomball, Texas, a place readily accessible to the general public at all times, on the 26th day of May 2017 by 5:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Doris Speer
Doris Speer
City Secretary, TRMC

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please feel free to contact the City Secretary's office at (281) 290-1002 or FAX (281) 351-6256 for further information. AGENDAS MAY ALSO BE VIEWED ONLINE AT www.ci.tomball.tx.us.

Regular City Council

Agenda Item

Data Sheet

Meeting Date: June 5, 2017

Topic:

Reappoint/Appoint Members to Vacancies of Alternate Member Positions 1 and 3 on the Board of Adjustment, for Terms Expiring March 2, 2018

Background:

The Board of Adjustments (BOA) consists of five (5) regular member positions and up to four (4) alternate member positions with staggered two year terms.

There are currently two alternate vacancies on the Board. Mrs. Hauck has expressed her desire to serve on the Board as an alternate member and if approved would leave the Board with only one alternate member vacancy.

Origination:

Mayor Gretchen Fagan

Recommendation:

As recommended by Mayor Fagan, shown above.

Party(ies) responsible for placing this item on agenda:

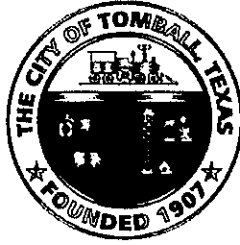
Community Development Department

ACTION TAKEN

Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other
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ATTACHMENTS:

Kathleen Hauck Application



CITY OF TOMBALL

APPLICATION FOR CITY BOARDS/COMMISSIONS/COMMITTEES

As an Applicant for a City Board, Commission, or Committee, your application will be available to the public. You will be contacted before any action is taken on your appointment to confirm your continued interest in serving. All appointments are made by the Tomball City Council. Incumbents whose terms expire are automatically considered for reappointment unless they indicate non-interest or have been appointed to two (2) consecutive terms. A member who is absent for more than 25% of called meetings in any twelve consecutive months or absent from more than two consecutive meetings, for other than medical reasons, will be automatically removed from service. Applicant must be a citizen of the United States and must reside within the city limits of Tomball unless otherwise stated in the position announcement. Applications will be kept on file for two years and will expire at the end of two years; for instance, an application dated in 2014 will expire in 2016.

Please Type or Print Clearly:

Date: 5-2-2017

Name: Kathleen M. Hawk

Phone: _____
(Home)

Address: _____

Phone: _____
(Work)

City/State/Zip Tomball, TX 77375

Cell: _____

Email: _____

I have lived in Tomball 2 years.

I am ☒ am not ☐ a U.S. Citizen

NOTE: DTAC Board does not require Tomball residency

Occupation: retired

Professional and/or Community Activities: Past chair of the board of GTACC, Member of the Camp Plan advisory committee, Member TTHS Senior Parent org.

Additional Pertinent Information/References: former realtor and
INSURANCE AGENT.

Applications for the following Council-appointed Boards, Commissions, and Committees will be kept on file in the City Secretary's office (281-290-1002) for two years.

If you are interested in serving on more than one board, please indicate your preference by numbering in order of preference (i.e., 1, 2, 3, etc.)

Decision-Making Boards and Commissions

- () Planning & Zoning Commission
(☒) Board of Adjustments

Meeting Information

Second Monday each month, 6 p.m.
To Be Announced; Evenings

Separate Legal Entities

- () Tomball Economic Development Corporation

() Tomball Regional Health Foundation

Meeting Information

First Wednesday of January, April, July & October, 9 a.m. (special meetings may be called)
Fourth Wednesday each month, 4 p.m.

Ad Hoc/Advisory Committees

- () Downtown Tomball Advisory Committee
DTAC does not require Tomball residency

Meeting Information

As called

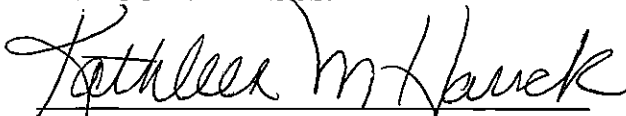
Non-profit Corporation Boards

- () Tomball Legacy Fund, Inc.
Position 7, Tomball Legacy Fund, does not require Tomball residency

Meeting Information

As called

I AM INTERESTED IN SERVING ON THE ABOVE-INDICATED BOARDS, COMMISSIONS, AND COMMITTEES.


Signature of Applicant

Please return this application to:

City Secretary
City of Tomball
401 Market Street
Tomball, TX 77375



Board Member Election on Disclosure

An appointed Board Member may choose whether or not to allow public access to the information in the custody of the City relating to the Board Member's home address, home telephone number, cellular and pager numbers (if not paid for by City), emergency contact information, personal email address, and information that reveals whether the person has family members.

Each Board Member shall state his/her choice in writing to the City Secretary's Office. If a Board Member elects not to allow public access to this information, the information is protected by Sections 552.024 and 552.117 of the Public Information Act and rulings of the Texas Attorney General. If a Board Member fails to report his/her choice, the information may be subject to public access.

If during the course of their term a Board Member wishes to close or open public access to the information, the individual may request in writing to the City Secretary's Office to close or open access as the case may be. A Board Member may request to close or open public access to the information by submitting a written request to the City Secretary's Office. Only the City Secretary's Office is allowed to disclose the information listed above.

(Please strike through any information that you do not wish to be made accessible to the public)

Please complete the information below and return
to the City Secretary's Office within fourteen days of receipt.

☐ I **DO** elect public access to my: (please indicate items you would like available, if any)

___ home address

___ home telephone number

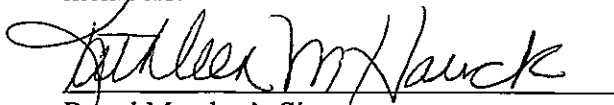
___ personal email address

___ cell or pager numbers not paid for by the City

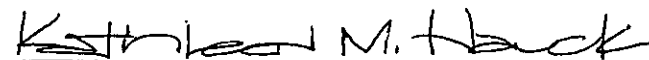
___ emergency contact information

___ information that reveals whether I have family members.

☒ I **DO NOT** elect public access to my home address, home telephone number, cell or pager numbers, emergency contact information, or any information that reveals whether I have family members.


Board Member's Signature

5-2-2017
Date


Board Member's Printed Name

Regular City Council

Agenda Item

Data Sheet

Meeting Date: June 5, 2017

Topic:

Reappoint/Appoint Members to the Planning and Zoning Commission, Positions 2 and 5, for New Terms Expiring June 1, 2020

Background:

The Planning and Zoning Commission consists of five regular members with staggered three year terms. Darrell Roquemore's position (Position 2) and Will Benson's position (Position 5) expired on June 1, 2017 and they both have requested to be reappointed. Ms. Susan Harris recently applied for a position on the Board and City Council may also consider her appointment to one of the open positions.

Origination:

Mayor Gretchen Fagan

Recommendation:

As recommended by Mayor Fagan, shown above.

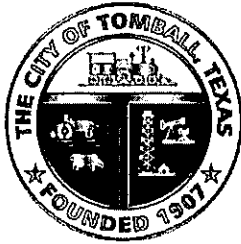
Party(ies) responsible for placing this item on agenda:

Community Development Department

ACTION TAKEN		
Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other

ATTACHMENTS:

Susan Harris



CITY OF TOMBALL

APPLICATION FOR CITY BOARDS/COMMISSIONS/COMMITTEES

As an Applicant for a City Board, Commission, or Committee, your application will be available to the public. You will be contacted before any action is taken on your appointment to confirm your continued interest in serving. All appointments are made by the Tomball City Council. Incumbents whose terms expire are automatically considered for reappointment unless they indicate non-interest or have been appointed to two (2) consecutive terms. A member who is absent for more than 25% of called meetings in any twelve consecutive months or absent from more than two consecutive meetings, for other than medical reasons, will be automatically removed from service. Applicant must be a citizen of the United States and must reside within the city limits of Tomball unless otherwise stated in the position announcement. Applications will be kept on file for two years and will expire at the end of two years; for instance, an application dated in 2014 will expire in 2016.

Please Type of Print Clearly:

Name: Susan Harris

Address: [REDACTED]

City/State/Zip Tomball Texas 77355

Email: [REDACTED]

Date: 5/16/07

Cell Phone: 832 704-0911

Phone: 281 401 7580
(Home)
(Work)

Fax: _____

I have lived in Tomball 4 years.

I am X am not ___ a U.S. Citizen

NOTE: DTAC Board does not require Tomball residency

Occupation: RN at Tomball Regional Medical Center
Director Rehab, Bariatric Coordinator, community
Care Champion

Professional and/or Community Activities: Please see Attached CV

Additional Pertinent Information/References:

Barbara Tagore
Dr. Brian Johnson
Alan Pletcher references

Applications for the following Council-appointed Boards, Commissions, and Committees will be kept on file in the City Secretary's office (281-290-1002) for two years.

If you are interested in serving on more than one board, please indicate your preference by numbering in order of preference (i.e., 1, 2, 3, etc.)

Decision-Making Boards and Commissions

- ☒ Planning & Zoning Commission
() Board of Adjustments

Meeting Information

Second Monday each month, 6 p.m.
To Be Announced; Evenings

Separate Legal Entities

- () Tomball Economic Development Corporation

() Tomball Regional Health Foundation

Meeting Information

First Wednesday of January, April, July & October, 9 a.m. (special meetings may be called)
Fourth Wednesday each month, 4 p.m.

Ad Hoc/Advisory Committees

- () Downtown Tomball Advisory Committee
DTAC does not require Tomball residency

Meeting Information

As called

Non-profit Corporation Boards

- () Tomball Legacy Fund, Inc.
Position 7, Tomball Legacy Fund, does not require Tomball residency

Meeting Information

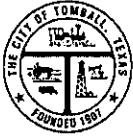
As called

I AM INTERESTED IN SERVING ON THE ABOVE-INDICATED BOARDS, COMMISSIONS, AND COMMITTEES.

Mr. Harris
Signature of Applicant

Please return this application to:

City Secretary
City of Tomball
401 Market Street
Tomball, TX 77375



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(Please strike through any information that you do not wish to be made accessible to the public)

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to the City Secretary's Office within fourteen days of receipt.

☒ I **DO** elect public access to my: (please indicate items you would like available, if any)

☐ ~~home address~~

☐ ~~home telephone number~~

☐ ~~personal email address~~

☒ cell or pager numbers not paid for by the City

☒ emergency contact information

☐ ~~information that reveals whether I have family members.~~

☐ I **DO NOT** elect public access to my home address, home telephone number, cell or pager numbers, emergency contact information, or any information that reveals whether I have family members.

Jana Harris
Board Member's Signature

5/16/17
Date

Susan Harris
Board Member's Printed Name

Susan Harris RN, BSN, MBA

Tomball, Texas 77375
Cell: 832-704-0911

Professional Summary

A dedicated hospital nurse with many years of experience, who still provides compassionate leadership in a large community hospital, while charged with managing hospital personnel, admissions, and maintaining the highest quality of care for our patients. A nurse who is committed to continuous staff development and education. A leader who understands the importance setting the proper tone for all our staff and our physicians.

Education

Masters of Business Administration – Magna cum Laude
Jones International University
Colorado Springs, CO, USA

Bachelor of Nursing (BSN)–cum Laude
University of Texas 2011
Arlington, Texas, U.S.A.

Associate Degree in Nursing (ADN)
Felician College 1980
Lodi, New Jersey, U.S.A.

Professional Experience

Director of Rehab- April 2016- present.

Director of Nursing on a Rehab unit. Plans, directs, and administers services to develop and maintain efficient and safe care for the patient. Responsible for budgets, equipment, interdepartmental interaction, staffing, training and public relations/marketing. Responsible to assure that staff is committed to and implement the Community Cares initiatives for patient, staff and physician satisfaction. Collaborates with Rehab Program Director and Medical Director to coordinate nursing care with therapy care.

Community Cares Champion- June 2016- present.

Actively educating and working with staff to increase HCAHPS scores and ensure that the patient experience outstanding whether they are a visitor, family of a patient, or the patient themselves.

Bariatric Coordinator- February 2015- present

Developing a new service line from the ground up, including policies, certifications, and education for staff. Developing seminars, and support groups for patients before and after surgery. Working closely with marketing to reach out to the community on the new Bariatric Service line.

Occupational Health Nurse- April 2015- July 2015

Worked as an interim occupational health nurse giving TB tests and vaccines, screening new employees, monitoring employees that are injured on the job or on workman's compensation, and doing drug screens.

Lead Hospital Supervisor- March 2013- 2016

Tomball Regional Medical Center

Manager of the Hospital Supervisors, and the Hospital Float Pool. Developing and expanding the Nursing Float Pool. Educating and insuring credentials and licensure of the float pool and Hospital Supervisors. Insuring the highest quality of performance of the float pool and hospital supervisor staff. Maintaining adequate staff on the nursing units, while decreasing the usage of agency nurses.

Hospital Supervisor- April 2007 – March 2013

Tomball Regional Medical Center – Tomball, Texas

Provided skilled supervision of the day to day operations of the hospital according to the policies and guidelines set by the hospital administration. Monitoring nursing and support departments to maintain the highest quality of care for our patients and that the needs of the hospital were met.

Day Surgery Staff Nurse- January 2005 to May 2007

Northeast Medical Center Hospital- Humble, Texas

Worked in day surgery evaluating patients prior to surgery, preparing them for surgery that day and recovering them until they are discharged.

Hospital Supervisor- February 1983 to January 2005

Northeast Medical Center Hospital- Humble Texas

Provided administrative and clinical leadership to the nursing and support departments of the hospital.

Staff Nurse- May 1980 to February 1983

Northwest Medical Center Hospital- Houston, Texas

Staff RN working in Labor and Delivery for one year then transferring to a surgical floor for the next two.

Leadership

Development/Service

2017- Voted One of the Houston Chronicle's Top 150 Nurses in the Houston Area

**2015- Clinical Director of the year
Tomball Regional Medical Center**

Member

American Rehab nurses Association 2016- present
Texas Nursing Association 2015- present
American Nurses Association 2015- present
Tomball Professional Business Women's Club- 2015- present

Certification/Training

- NIMS emergency management training 2012 (CMOC)
(Catastrophic Medical Operations Center)
- BLS Certified 2017
- ACLS certified 2017
- PALS certified 2016
- TNCC certified 2014

Regular City Council

Agenda Item

Meeting Date: June 5, 2017

Data Sheet

Topic:

Approve Resolution No. 2017-10, a Resolution of the City Council of the City of Tomball, Texas, Supporting the 45th Annual Tomball Night and Parade, to be Held in Tomball on Friday, August 4, 2017

Background:

The Greater Tomball Area Chamber of Commerce requests the support and endorsement of the City of Tomball for the Chamber's 45th Annual Tomball Night and Parade, to be held on Friday, August 4, 2017. The estimated number of attendees is 10,000 visitors.

The Chamber requests the assistance of the Tomball Fire, Police, and Public Works Department personnel; furnishing of electric service from the Tax office on Walnut Street, by the Depot, at the 100 and 200 blocks of Market Street, the alley on the south side of Main between Cherry and Oak, and at 200 South Walnut, and closure of the following streets on Friday night only:

- from 2:00 p.m. until 11:00 p.m. – the 100, 200, and 300 blocks of Market Street and the 100 block of South Elm;
- from 3:00 p.m. until 11:00 p.m. – the 100 block of North Walnut, between Commerce and Main Streets, and the 100 block of Commerce Street; and
- from 5:00 p.m. until 11:00 p.m. – South Walnut, between Market and Main Streets, and Sycamore, from Main Street south.

Tomball Night will begin at 2:00 p.m. on Friday with a night parade, fireworks, and other festivities on Friday night and extended shopping sales events through Sunday. The Health and Wellness Fair continues this year, in the Tomball Community Center, from 4:00 p.m. to 8:00 p.m. on August 4.

The Chamber also requests permission from the City of Tomball to ignite fireworks out of season, under the insurance and guidance of Illumination Fireworks, LLC, and approval for the use, with waiver of fees, of the Tomball Community Center, both as a "cool zone" and for the Health and Wellness Fair.

The Chamber's request, a map of the requested street closures, Illumination Fireworks' permit, and GTACC's insurance certificate are presented, along with Resolution No.2017-10.

Fire Department expenses are minimal, approximately \$75 in fuel and support provided by volunteer firefighters. Public Works expenses to support Tomball Night include personnel time, refuse management, and fuel, approximately \$1,300. Waiver of the rental fee and personnel expenses for the use of the Community Center for the Health and Wellness Fair and as a "cool zone" after hours is approximately \$500-\$600, depending on the number of hours the Chambers uses the facility. Police Department expenses should also be minimal.

This project aligns with the City's Strategic Plan goals of building our economy through partnerships with tourism and marketing organizations, such as the GTACC.

Origination:

Recommendation:

Approval of Resolution No. 2017-10

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN		
Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other

ATTACHMENTS:

Resolution No. 2017-10

GTACC Request

Map

GTACC Special Events Application

Illumination Fireworks' Permit

GTACC Certificate of Insurance

RESOLUTION NO. 2017-10

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TOMBALL, TEXAS, SUPPORTING THE 45TH ANNUAL TOMBALL
NIGHT AND PARADE, TO BE HELD IN TOMBALL ON FRIDAY,
AUGUST 4, 2017.**

* * * * *

WHEREAS the Greater Tomball Area Chamber of Commerce will present the 44th *Annual Tomball Night* on Friday, August 5, 2016, beginning at 2:00 p.m., including a Health and Wellness Fair and “cool zone” in the Tomball Community Center, and ending with a night parade and fireworks display under the direction of Illumination Fireworks’ highly trained and licensed pyrotechnicians; and

WHEREAS *Tomball Night* is a unique way to showcase Tomball’s many attractions and an opportune time to encourage citizens to shop Tomball throughout the rest of the year; and

WHEREAS *Tomball Night* has become Tomball’s biggest shopping night, drawing shoppers from surrounding areas including Magnolia, Spring, Houston and The Woodlands to enjoy the sales, discounts, other great values and many planned activities sponsored by Tomball’s retail community; and

WHEREAS *Tomball Night* includes many cash and merchandise prizes from participating Tomball businesses for *Tomball Night* shoppers; and

WHEREAS the Greater Tomball Area Chamber of Commerce desires and requests the support and endorsement of the City of Tomball in this city-wide effort, through the assistance of the Tomball Fire, Tomball Police, and Tomball Public Works Department personnel; furnishing of electrical service from the Harris County Tax Assessor-Collector’s office on Walnut Street, by the Depot, at the 100 and 200 blocks of Market Street, the alley on the south side of Main between Cherry and Oak, and at 200 South Walnut; and the closure of the following streets on Friday night only:

- * from 2:00 p.m. until 11:00 p.m. – the 100, 200, and 300 blocks of Market Street and the 100 block of South Elm Street;
- * from 3:00 p.m. until 11:00 p.m. – adding the 100 block of North Walnut, between Commerce and Main Streets, and the 100 block of Commerce Street; and
- * from 5:00 p.m. until 11:00 p.m. – adding South Walnut, between

Market and Main Streets, and Sycamore Street, from Main Street south; and

WHEREAS the Chamber also requests permission from the City of Tomball to ignite fireworks out of season, under the insurance and guidance of Illumination Fireworks, and use of electricity on Walnut Street, by the Depot, the 100 and 200 blocks of Market Street, the alley on the south side of Main between Cherry and Oak, and at 200 South Walnut; and

WHEREAS the Chamber also requests the use of the Tomball Community Center, both as a “cool zone” to offset some of the heat-related issues of past years and for the new Health and Wellness Fair, to be held from 4 p.m. to 8 p.m., and requests waiver of the rental fee;

NOW, THEREFORE, BE IT RESOLVED that the City of Tomball and its governing body endorses and supports the efforts of the Greater Tomball Area Chamber of Commerce in promoting and undertaking the *45th Annual Tomball Night* and pledges to encourage this effort to showcase Tomball;

PASSED AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL HELD ON THE 5TH DAY OF JUNE, 2017.

GRETCHEN FAGAN, Mayor

ATTEST:

Doris Speer, City Secretary



May 30, 2017

City of Tomball
401 Market Street
Tomball, Texas 77375

RE: Tomball Night Street Closures, Electricity and Community Center Usage

Dear George,

We are anticipating a fabulous 45th Annual *Tomball Night*, Friday, August 4, 2017 with help from our city, police and fire departments, as well as from numerous volunteers. The popular attraction of a night parade with a fireworks display ending the night's festivities has been met with overwhelming enthusiasm over the past several years. This year we are planning to add a Health and Wellness Fair to the festivities. We are looking forward again to the expertise of the Tomball Police Department for crowd control and as visual deterrents from any negative activity.

The Greater Tomball Area Chamber of Commerce is requesting permission from the City of Tomball to ignite fireworks out of season, under the insurance and guidance of Illumination Fireworks, a highly trained and licensed pyrotechnician.

To insure the safety of the many visitors that will be in Tomball on Friday, August 4, 2017 and the multiple number of vendors we are expecting, we are asking for street closures for the following streets on Friday night only from

2:00 p.m. until 11:00 p.m.

- Market St. – 100, 200 and 300 blocks
- S. Elm – 100 Block

From 3:00 p.m. until 11:00 p.m.

- 100 N. Walnut – between Commerce and Main St.
- 100 block Commerce St.

And from 5:00 p.m. until 11:00 p.m.

- S. Walnut – between Market and Main
- Sycamore from Main St. South

Enclosed is a map for your review. We are also requesting permission for the use of electricity on Walnut Street, by the Depot, 100 & 200 blocks of Market Street, the alley on south side of Main between Cherry and Oak and at 200 S. Walnut.

Finally, in the past we have used the Tomball Community Center to offset some of the heat related issues as a “cool zone.” This year we would like to add a Health and Wellness Fair to Tomball Night and hold it within the Tomball Community Center. The Health and Wellness Fair would take place on August 4 from 4pm to 8pm. The Chamber’s committee, the Health and Wellness Alliance, will be working in conjunction with the Tomball Community Center staff, Chamber staff and the Tomball Night committee to coordinate both events. Any proceeds received from the Health & Wellness Fair will go to the Chamber to continue its mission.

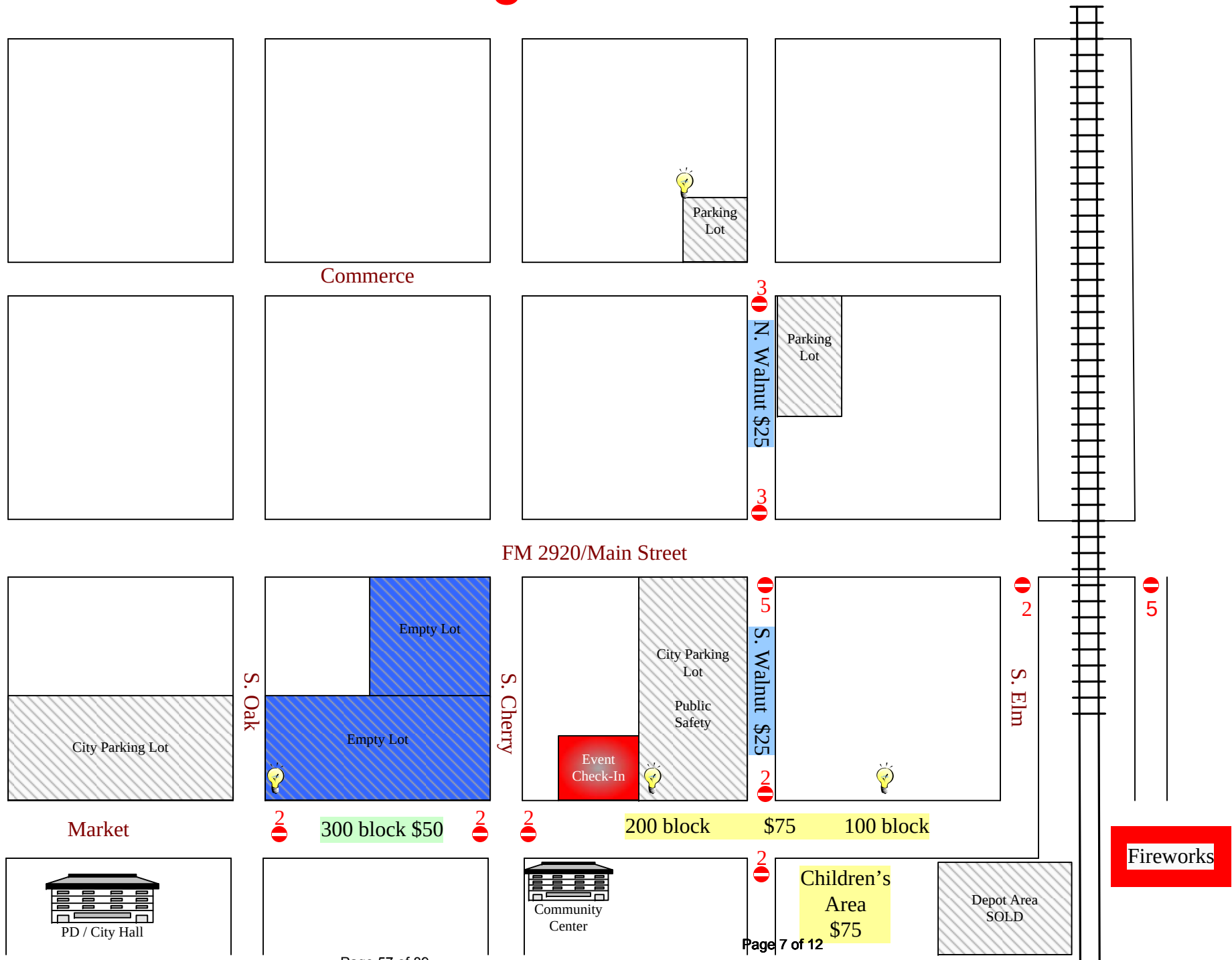
We appreciate the City of Tomball, its special partnership with the chamber and the assistance always offered for our events. Should you have any questions or concerns, please contact Brandy Beyer or myself at 281-351-7222.

Sincerely,



Bruce Hillegeist
President

Tomball Night Downtown





SPECIAL EVENT APPLICATION

CITY OF TOMBALL, TEXAS | 401 Market Street | Tomball, Texas 77375 | 281-351-5484

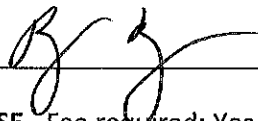
An application to stage an event within the City of Tomball shall be filed with the Community Events Coordinator at least 180 days prior to the event. This application is not to be construed as authorizing or agreeing to any event until formally approved by Tomball City Council.

Date: 08/04/2017 Is this event Co-City sponsored? Yes ☐ No ☒

Request for permission to use a public venue for the following type of event (please check one):

Festival ☒ Community Event ☐ Arts & Crafts Event ☐ Music Event ☐ Other (specify) ☐

1. Event title: Tomball Night
2. Sponsoring entity: Greater Tomball Area Chamber of Commerce
3. Is this organization based in Tomball: Yes ☒ No ☐ *we are a 501 c 6
4. Is this organization *non-profit* ☒ or *for-profit* ☐ *Attach 501 (c) (3) tax exemption if applicable
5. Contact: Brandy Beyer Phone: 281.351.7222
6. Contact address: 29201 Quinn Road, Ste. B
7. Contact email: bbeyer@tomballchamber.org
8. Event date: 08/04/2017
9. Event times: Start 5pm Finish 10:00pm Set-up 12pm Breakdown 10:30pm
10. Is this event for charity? Yes ☒ No ☐
11. If yes, what charity? Greater Tomball Area Chamber of Commerce Tax ID 74-1495125
12. If yes, what percentage of net proceeds will be donated to the charity? 100%
13. On-site contact: Brandy Beyer Mobile Phone: 713.594.3449
14. Estimated number of attendees: 10,000
15. Detailed site map in attached: Yes ☒ No ☐
16. Is this event open to the public: Yes ☒ No ☐
17. Admission fee: \$ Free ☒
18. Time at which event staff will begin to arrive: 7am
19. The applicant will defend and hold harmless the City of Tomball from all claims, demands, actions or causes of action, of whatsoever nature or character, arising out of or by reason of the conduct of the activity authorized by such application including attorney fees and expenses.
Initial BB
20. The applicant will provide proof of general liability insurance for the event naming the City of Tomball as additional insured.
Initial BB
21. Name of insurance carrier: Ins. Assoc. of the S.W., LLC
22. Organization has secured date with the Public Works Dept. and has paid deposit.

Signature: 

FOR OFFICIAL USE - Fee required: Yes ☐ No ☐ Amount Due: \$

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF
Correspondence To
ATF - Chief, FELC
244 Needy Road
Martinsburg, WV 25405-9431

License/Permit
Number

5-TX-113-50-9J-01710

Chief, Federal Explosives Licensing Center (FELC)

Expiration
Date

September 1, 2019

Name

ILLUMINATION FIREWORKS LLC

Premises Address (Changes? Notify the FELC at least 10 days before the move.)

1605 CRESCENT CIRCLE
CARROLLTON, TX 75006-

Type of License or Permit

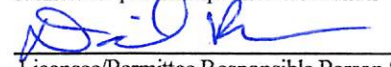
50-MANUFACTURER OF EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

ILLUMINATION FIREWORKS LLC
1605 CRESCENT CIRCLE
CARROLLTON, TX 75006-


Licensee/Permittee Responsible Person Signature


President
Position/Title

David Rosenbaum
Printed Name

11-21-16
Date

Previous Edition is Obsolete ILLUMINATION FIREWORKS LLC:1605 CRESCENT CIRCLE:75006-5-TX-113-50-9J-01710:September 1, 2019:50-MANUFACTURER OF EXPLOSIVES

ATF Form 5400.14/5400.15 Part I
Revised October 2011

Federal Explosives License (FEL) Customer Service Information

Federal Explosives Licensing Center (FELC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (877) 283-3352
Fax Number: (304) 616-4401
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

Change of Address (27 CFR 555.54(a)(1)). Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. **(The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)**

Right of Succession (27 CFR 555.59). (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

(Continued on reverse side)

Cut Here ✂

Federal Explosives License/Permit (FEL) Information Card

License/Permit Name: ILLUMINATION FIREWORKS LLC

Business Name:

License/Permit Number: 5-TX-113-50-9J-01710

License/Permit Type: 50-MANUFACTURER OF EXPLOSIVES

Expiration: September 1, 2019

Please Note: Not Valid for the Sale or Other Disposition of Explosives.

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/17/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ins. Assoc. of the S.W., LLC P. O. Box 441767 Houston, TX 77244-1767 281 558-6363	CONTACT NAME: Conny Vadovsky PHONE (A/C, No, Ext): 281 558-6363 E-MAIL ADDRESS: connyv@ins-ias.com		FAX (A/C, No): 2815584765
	INSURER(S) AFFORDING COVERAGE INSURER A : Hartford Lloyds Insurance		NAIC # 38253
INSURED Greater Tomball Area Chamber of Commerce 29201 Quinn, Suite B Tomball, TX 77375	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC	X	X	61SBAVM8139	12/20/2016	12/20/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS			61SBAVM8139	12/20/2016	12/20/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUTORY LIMITS ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Attachments:

Certificate holder notice Revised Updated.pdf
 SS0008-0405.pdf

CERTIFICATE HOLDER

CANCELLATION

Sample for Informational
 Purposes Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Michael W. Turner

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Schedule of Certificate Holders

Print Date: 11/17/16

Client Name and Address

Greater Tomball Area
Chamber of Commerce
29201 Quinn, Suite B
Tomball , TX 77375

Agency Name and Address

Ins. Associates of the SW, LLC
P.O. Box 441767
Houston, TX 77244

#	Holder Name and Address Description of Operations	Group Codes	Date Off
1	Balmorea Events 33400 Wright Rd. Pinehurst, TX 77362 Description of Operations: Re: Greater Tomball Area Chamber of Commerce - 50th Anniversary Celebration, Friday, June 26, 2015 Certificate holder is completed to read: Balmorea Events and Robert Michael Guerra (DJ Tranzinc)		
2	De Lage Landen Financial Services, Inc. 1111 Old Eagle Road Wayne, PA 19087 insurfax@leasedirect.com Description of Operations: Re: Contract No: 25338981/Account No: 65363		
3	Salem Lutheran Church 22601 Lutheran Church Road Tomball, TX 77377 281 290-1201 mpaluch@salem4u.com	GLAI&WOS	
4	Sample for Informational Purposes Only		
5	Texas Department of Transportation 7600 Washington Avenue Houston, TX 77007 Description of Operations:		

Schedule of Certificate Holders (Continued)

#	Holder Name and Address Description of Operations	Group Codes	Date Off
	RE: Tomball Holiday Parade 6 Tomball VA, LLC 1200 W. Main Tomball , TX 77375-5522 7 Weingarten Realty Investors;Attn: Karen Lancaster, Property Mgr. PO Box 924133 Houston, TX 77292-4133 713 866-6080 KLancaster@Weingarten.com Description of Operations: RE: Tomball Night Car Show - Friday, August 5th	GLADD GLADD	

Regular City Council

Agenda Item

Data Sheet

Meeting Date: June 5, 2017

Topic:

Approve Resolution No. 2017-11, a Resolution of the City Council of the City of Tomball, Texas, Supporting the 52nd Annual Tomball Holiday Parade, to be Held in Tomball on Saturday, November 18, 2017 and Approving Requested Street Closures and In-Kind Services

Background:

The Chamber of Commerce must request approval from TxDOT to close FM 2920 for the annual Holiday Parade; the request must include a Resolution from the City of Tomball supporting the parade.

This is the City's customary resolution supporting and endorsing the annual Chamber-sponsored Tomball Holiday Parade, scheduled to take place on Saturday, November 18, 2017.

In addition to closing FM 2920 from FM 2978 to Business 249 from 9:15 a.m. until 12:30 p.m. for the parade, the Chamber is requesting closure of the following streets on Saturday, November 18, from 7:00 a.m. until noon:

- North Elm between Main Street and Hufsmith Road
- North Walnut between Main and Epps Streets
- 100 and 200 Blocks of Commerce Street
- 100 and 200 Blocks of Houston Street
- 100 and 200 Blocks of Oxford Street
- South Elm between Main Street and Market Streets
- South Walnut between Main Street and Fannin Streets
- 100 and 200 Blocks of Market Street
- Parking lot at the corner of Main Street and South Walnut.

The Chamber is also requesting the use of Tomball Police, Fire and Public Works personnel; the estimated cost for the use of City personnel/support services is \$6,000-\$6,500.

The annual Holiday Parade is extremely popular with the local community and brings visitors from the surrounding areas who often remain to shop, eat, and enjoy our city's amenities. We anticipate large crowds before, during, and following the event, meeting the City's Strategic Plan goal of building our economy.

Origination:

Greater Tomball Area Chamber of Commerce

Recommendation:

Approve Resolution No. 2017-11

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN

Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other
---	---	--------------

ATTACHMENTS:

Resolution No. 2017-11

GTACC Request Letter

Parade Route

GTACC Special Event Application

GTACC Certificate of Insurance

RESOLUTION NO. 2017-11

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF TOMBALL, TEXAS, SUPPORTING THE 52ND
ANNUAL TOMBALL HOLIDAY PARADE, TO BE HELD
IN TOMBALL ON SATURDAY, NOVEMBER 18, 2017,
AND TO APPROVE REQUESTED STREET CLOSURES
AND IN-KIND SERVICES.**

* * * * *

WHEREAS the Greater Tomball Area Chamber of Commerce will undertake the **52nd Annual Tomball Holiday Parade**, to be held in the City of Tomball at 10:00 a.m. on Saturday, November 18, 2017; and

WHEREAS the purpose of the **52nd Annual Tomball Holiday Parade** is to celebrate our quality of life and to create an avenue for others outside to come to our fair City to enjoy fun, food and good cheer; and

WHEREAS it is a chance for Tomball area merchants and business people to gain a new customer base through monies spent by those attending the **52nd Annual Tomball Holiday Parade**; and

WHEREAS activities celebrating the **52nd Annual Tomball Holiday Parade** will include the annual parade, food, crafts, and hometown merchants selling from their businesses; and

WHEREAS the Greater Tomball Area Chamber of Commerce desires and requests the support and endorsement of the City of Tomball in this community-wide effort;

NOW, THEREFORE, BE IT RESOLVED that the City of Tomball and its governing body endorses and supports the efforts of the Greater Tomball Area Chamber of Commerce in promoting and undertaking the **52nd Annual Tomball Holiday Parade** and pledge to encourage this effort to celebrate our heritage and promote our future betterment.

PASSED AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL HELD ON THE 5th DAY OF June, 2017.

GRETCHEN FAGAN, Mayor

ATTEST:

DORIS SPEER, City Secretary



Chamber of Commerce

May 30, 2017

City of Tomball
Mr. George Shackelford
401 Market Street
Tomball, Texas 77375

RE: Tomball Holiday Parade

Dear Mr. Shackelford,

We are anticipating a fabulous Tomball Holiday Parade at 10 a.m. on Saturday, November 18, 2017 with help from our city, police and fire departments, as well as from numerous volunteers. The popular attraction is a Tomball tradition and is celebrating 52 years. We are looking forward again to the expertise of the Tomball Police Department for crowd control and as visual deterrents from any negative activity.

To insure the safety of the many visitors and Parade participants who will be in Tomball on November 18, we are asking for street closures for the following streets on Saturday morning only from 7:00 a.m. until noon:

- North Elm between Main Street and Hufsmith Rd.
- North Walnut between Main Street and Epps
- 100 & 200 block of Commerce
- 100 & 200 block of Houston
- 100 & 200 block of Oxford
- South Elm between Main Street and Market Street
- South Walnut between Main Street and Fannin
- 100 & 200 block of Market Street
- Parking lot at corner of Main and South Walnut

From 9:15 a.m. until 12:30 p.m.

- FM 2920 from FM 2978 to Business 249

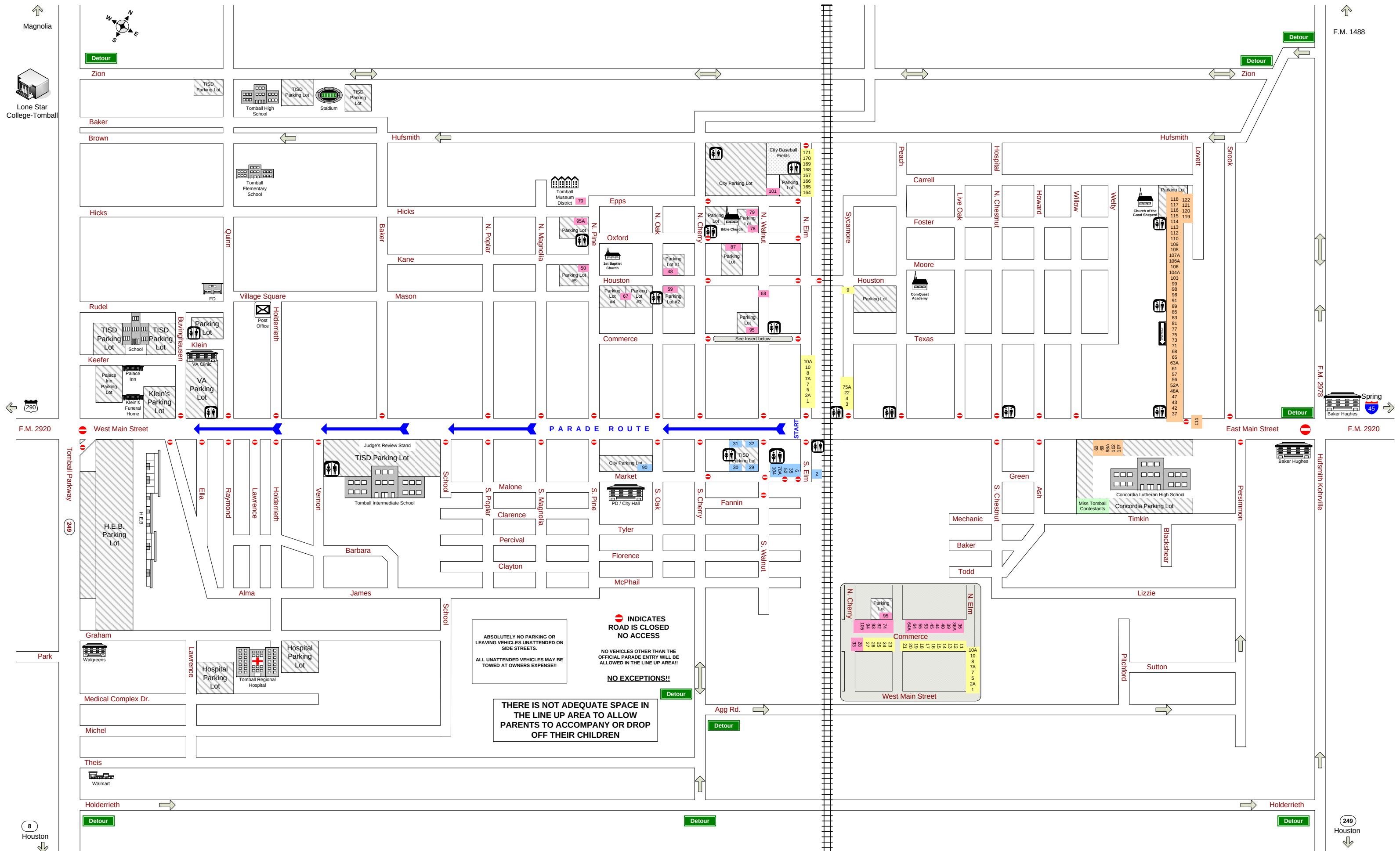
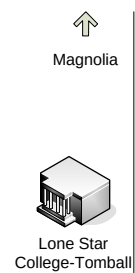
Enclosed is a map for your review. Residents of these streets will still have access to and from their homes.

We appreciate the City of Tomball, its special partnership with the chamber and the assistance always offered for our events. Should you have any questions or concerns, please contact Brandy Beyer or myself at 281-351-7222.

Sincerely,

Bruce Hillegeist
President

Encl: Map





SPECIAL EVENT APPLICATION

CITY OF TOMBALL, TEXAS | 401 Market Street | Tomball, Texas 77375 | 281-351-5484

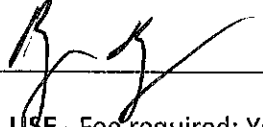
An application to stage an event within the City of Tomball shall be filed with the Community Events Coordinator at least 180 days prior to the event. This application is not to be construed as authorizing or agreeing to any event until formally approved by Tomball City Council.

Date: 11/18/2017 Is this event Co-City sponsored? Yes ☐ No ☐

Request for permission to use a public venue for the following type of event (please check one):

Festival ☐ Community Event ☒ Arts & Crafts Event ☐ Music Event ☐ Other (specify) ☐

1. Event title: Tomball Holiday Parade
2. Sponsoring entity: Greater Tomball Area Chamber of Commerce
3. Is this organization based in Tomball: Yes ☒ No ☐ *we are a 501 c 6
4. Is this organization *non-profit* ☒ or *for-profit* ☐ *Attach 501 (c) (3) tax exemption if applicable
5. Contact: Brandy Beyer Phone: 281.351.7222
6. Contact address: 29201 Quinn Road, Ste. B
7. Contact email: bbeyer@tomballchamber.org
8. Event date: 08/04/2017
9. Event times: Start 10am Finish 12pm Set-up 8am Breakdown 12pm
10. Is this event for charity? Yes ☒ No ☐
11. If yes, what charity? Greater Tomball Area Chamber of Commerce Tax ID 74-1495125
12. If yes, what percentage of net proceeds will be donated to the charity? 100%
13. On-site contact: Brandy Beyer Mobile Phone: 713.594.3449
14. Estimated number of attendees: 25,000
15. Detailed site map in attached: Yes ☒ No ☐
16. Is this event open to the public: Yes ☒ No ☐
17. Admission fee: \$ Free ☒
18. Time at which event staff will begin to arrive: 6:30am
19. The applicant will defend and hold harmless the City of Tomball from all claims, demands, actions or causes of action, of whatsoever nature or character, arising out of or by reason of the conduct of the activity authorized by such application including attorney fees and expenses.
Initial BB
20. The applicant will provide proof of general liability insurance for the event naming the City of Tomball as additional insured.
Initial BB
21. Name of insurance carrier: Ins. Assoc. of the S.W., LLC
22. Organization has secured date with the Public Works Dept. and has paid deposit.

Signature: 

FOR OFFICIAL USE - Fee required: Yes ☐ No ☐ Amount Due: \$

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/17/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ins. Assoc. of the S.W., LLC P. O. Box 441767 Houston, TX 77244-1767 281 558-6363	CONTACT NAME: Conny Vadovsky PHONE (A/C, No, Ext): 281 558-6363 E-MAIL ADDRESS: connyv@ins-ias.com		FAX (A/C, No): 2815584765
	INSURER(S) AFFORDING COVERAGE INSURER A : Hartford Lloyds Insurance		NAIC # 38253
INSURED Greater Tomball Area Chamber of Commerce 29201 Quinn, Suite B Tomball, TX 77375	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC	X	X	61SBAVM8139	12/20/2016	12/20/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS			61SBAVM8139	12/20/2016	12/20/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				WC STATU-TORY LIMITS ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Attachments:

Certificate holder notice Revised Updated.pdf
 SS0008-0405.pdf

CERTIFICATE HOLDER

CANCELLATION

Sample for Informational
 Purposes Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Michael W. Turner

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Schedule of Certificate Holders

Print Date: 11/17/16

Client Name and Address

Greater Tomball Area
Chamber of Commerce
29201 Quinn, Suite B
Tomball , TX 77375

Agency Name and Address

Ins. Associates of the SW, LLC
P.O. Box 441767
Houston, TX 77244

#	Holder Name and Address Description of Operations	Group Codes	Date Off
1	Balmorea Events 33400 Wright Rd. Pinehurst, TX 77362 Description of Operations: Re: Greater Tomball Area Chamber of Commerce - 50th Anniversary Celebration, Friday, June 26, 2015 Certificate holder is completed to read: Balmorea Events and Robert Michael Guerra (DJ Tranzinc)		
2	De Lage Landen Financial Services, Inc. 1111 Old Eagle Road Wayne, PA 19087 insurfax@leasedirect.com Description of Operations: Re: Contract No: 25338981/Account No: 65363		
3	Salem Lutheran Church 22601 Lutheran Church Road Tomball, TX 77377 281 290-1201 mpaluch@salem4u.com	GLAI&WOS	
4	Sample for Informational Purposes Only		
5	Texas Department of Transportation 7600 Washington Avenue Houston, TX 77007 Description of Operations:		

Schedule of Certificate Holders (Continued)

#	Holder Name and Address Description of Operations	Group Codes	Date Off
	RE: Tomball Holiday Parade 6 Tomball VA, LLC 1200 W. Main Tomball , TX 77375-5522 7 Weingarten Realty Investors;Attn: Karen Lancaster, Property Mgr. PO Box 924133 Houston, TX 77292-4133 713 866-6080 KLancaster@Weingarten.com Description of Operations: RE: Tomball Night Car Show - Friday, August 5th	GLADD GLADD	

Regular City Council

Agenda Item

Data Sheet

Meeting Date: June 5, 2017

Topic:

Award Project No. 2017-14, Sale of Lot 20, Block 7, located at 0 Houston Street, to Sole Bidder, William A. Benson, Jr. in the Amount of \$3,800.00

Background:

Mr. Benson contacted the City with an offer to purchase Lot 20, Block 7, in the amount of \$3,750.

In accordance with State law, the City issued a Notice to Bidders for the Sale of Lot 20, Block 7. We received only one bid, from Mr. Benson.

The City has no plans for Lot 20, Block 7; the sale will remove the lot from the City's surplus lot inventory and return it to the tax rolls.

Origination:

City Secretary

Recommendation:

Approve the Sale of Lot 20, Block 7, located at 0 Houston Street, to Will Benson, Jr. in the Amount of \$3,800.00

Party(ies) responsible for placing this item on agenda:

Doris Speer, City Secretary

ACTION TAKEN

Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other
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ATTACHMENTS:

Bid - William A. Benson, Jr.

Quitclaim Deed - City of Tomball to William A. Benson, Jr.

BID FOR LUMP SUM SALES CONTRACT

Tomball, Texas

Date: 5-10-2017

Project No. 2017-14R

Gentlemen/Ladies:

The Bidder, in compliance with your invitation for bid to purchase **Lot 20, Block 7**, located at 0 Houston Street, hereby submits a lump sum bid of \$ 3,800.00.

Bidder understands that the owner reserves the right to accept or to reject any or all bids, to waive any informality or technicality, to make any investigation deemed necessary concerning the bidder's ability to complete the sale, and accept what, in the City's judgment, is the most advantageous bid

The Bidder agrees that this bid shall be good and may not be withdrawn for a period of 45 calendar days after the scheduled closing time for receiving bids. Bidder agrees that property will be developed for single-family residential use, or use acceptable to zoning.

Upon receipt of written notice of the acceptance of this bid, Bidder will execute a Sales Contract within 15 days. The bid security in the amount of \$ 38.00 (1% of amount bid) is attached and is to become the property of the Owner in the event the total amount is not submitted to the City within the time set forth above, as liquidated damages for the delay and additional expense to the Owner caused thereby.

Respectfully submitted,


(Print)

830 BAKER DR
(Address)

QUITCLAIM DEED

Date: June 5, 2017

Grantor: City of Tomball

Grantor's Mailing Address (including County):

401 Market Street
Tomball, Harris County, Texas 77375

Grantee: William A. Benson, Jr.

Grantee's Address (including County):

830 Baker Drive
Tomball, Texas 77375

Consideration:

Ten and No/100 Dollars (\$10.00) and other good and valuable consideration.

Property:

Lot Twenty (20), Block Seven (7), out of the Tomball Townsite, Harris County, Texas, recorded in Volume 4, Page 25, Map Records of Harris County, Texas, Harris County Appraisal District Account Number 035-257-007-0020, deeded by Warranty Deed to the City of Tomball by T. N. Lilly of Route 3, Box 122C, Denton, Texas 76205, as a gift to the City of Tomball, and being more Particularly Described in the deed bearing Harris County Clerk File No. J934494.

For the consideration, Grantor quitclaims to Grantee all of Grantor's right, title and interest in and to the property, to have and to hold it to Grantee and Grantee's successors or assigns forever. Neither Grantor nor Grantor's heirs, executors, administrators, successors, or assigns shall have, claim, or demand any right or title to the property or any part of it.

Grantee accepts the property in "AS IS" condition, subject to any environmental conditions that might have or still exist on said property and subject to the rights of any parties in possession of the property. When the context requires, singular nouns and pronouns include the plural.

EXECUTED this the ____ day June 2017.

GRANTOR:

CITY OF TOMBALL, TEXAS

Gretchen Fagan, Mayor

ATTEST:

By: _____
Doris Speer, City Secretary

ACKNOWLEDGMENT

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

BEFORE ME, the undersigned authority, on this day personally appeared Gretchen Fagan, Mayor, City of Tomball, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed same for the purposes and consideration therein expressed and in the capacity therein stated, and as the act and deed of said City.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____day of June, 2017.

NOTARY PUBLIC, in and for the
STATE OF TEXAS

(SEAL)

My Commission Expires: _____

After Recording, Return To:

**Doris Speer
City Secretary
City of Tomball
401 Market Street
Tomball, TX 77375**

Regular City Council

Agenda Item

Data Sheet

Meeting Date: June 5, 2017

Topic:

Award Contract for Project No. 2016-24, for 2016 Asphalt Street Improvements, to Hayden Paving, Inc., in the Amount of \$178,173.00

Background:

In an effort to obtain the most favorable pricing, sealed bids were solicited for the completion of the 2017 Asphalt & Concrete Street Improvements. Bid packets were available at the Public Works Administration Building or could be electronically delivered by request. A total of 14 vendors received information on the bid specifications, of which 4 qualifying bids were received. The lowest, responsible bidder was determined to be Hayden Paving, Inc for a total bid of \$178,173.00, including an alternate bid for the complete re-stripping of Quinn Road.

Origination:

Public Works Department

Recommendation:

Public Works staff recommends awarding the contract to Hayden Paving, Inc in the amount of \$178,173.00.

Funding:

Yes

Account Number:100-154-6207

Party(ies) responsible for placing this item on agenda:

Meagan Mageo, Project Coordinator

ACTION TAKEN

Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other
--	--	-------

ATTACHMENTS:

Bid Tabulation

Bid Number 2017-16: Asphalt & Concrete Street Improvements
Bid Tabulation

Company: Hayden Paving, Inc		
Base Bid	Alternate Bid	Total Bid
\$151,673.00	\$26,500.00	\$178,173.00

Company: MC2		
Base Bid	Alternate Bid	Total Bid
\$189,750.81	\$60,000.00	\$249,750.81

Company: Pavement Services		
Base Bid	Alternate Bid	Total Bid
\$269,010.15	\$29,216.00	\$298,226.15

Company: AAA Asphalt Paving, Inc		
Base Bid	Alternate Bid	Total Bid
\$157,028.13	\$6,232.80	\$163,260.93

Bid Withdrawn for Incorrect Calculations

Regular City Council

Agenda Item

Data Sheet

Meeting Date: June 5, 2017

Topic:

Reject All Bids Received for Project No. 2017-01, Sherwood Forest Drainage Improvements, and Authorize Rebidding Project No. 2017-01R

Background:

During the flooding last year, city staff identified numerous areas of opportunity to improve drainage. Many of the areas identified were relatively inexpensive to make the necessary improvements, however drainage issues in the Sherwood Forest Subdivision were more involved and therefore needed to be programed as a specific project. Additionally, during the construction of the sidewalks along Zion Road, we identified areas that required additional work in order to effectively convey drainage, and maintain the integrity of the newly constructed sidewalks.

The focus of this project is to improve the drainage of Sherwood Forest Subdivision. The Sherwood Subdivision drainage currently sheet flows along the east side of the Spring Pines Subdivision and outfalls into a storm sewer pipe that crosses Zion Road, and then into a Harris County Flood Control channel. The proposed project will improve ditches along Limerick Lane within Sherwood Forest Subdivision, and will outfalls into a new pond. The new pond will have a pilot channel directing flow to a 42" outfall pipe extending into a drainage easement that was dedicated to the City from the TISD. This pipe will extend under Zion Road and eventually drain into the channel.

In an effort to obtain the most favorable pricing, sealed bids were solicited for the completion of drainage improvements at Sherwood Forest located along Zion Road. Bid packets were available electronically from civcast.com; a total of two bids were received. One bid was rejected due to the contractor not acknowledging Addendum Number 1 to the bid, and the apparent low bidder is over the available budgeted funds. Staff requests that both bids be rejected and re-advertise the bid again.

Origination:

Public Works Department

Recommendation:

Public Works staff recommends rejecting all bids and rebidding the project.

Funding:

Yes

Account Number:400-154-6409

Party(ies) responsible for placing this item on agenda:

Meagan Mageo, Project Coordinator

ACTION TAKEN

Approval	Readings Passed	Other
☐ Yes ☐ No	☐ 1 st ☐ 2 nd	

ATTACHMENTS:

Bid Tabulation

Engineers Recommendation

B.1 SITE PREPARATION AND EARTHWORK:	\$	76,917.50	\$	166,305.25	\$	156,661.00	\$	166,305.25
B.2 ROADWAY AND DRIVES:	\$	20,524.90	\$	27,148.25	\$	14,542.50	\$	27,148.25
B.3 HOLDING BASIN:	\$	45,595.00	\$	36,307.00	\$	41,900.00	\$	36,307.00
B.4 UTILITIES & DRAINAGE:	\$	127,078.00	\$	157,923.45	\$	122,545.00	\$	157,923.45
B.5 TRAFFIC CONTROL:	\$	4,000.00	\$	10,350.00	\$	6,000.00	\$	10,350.00
B.6 STORM WATER POLLUTION PREVENTION PLAN:	\$	5,415.00	\$	11,374.75	\$	6,075.00	\$	11,374.75
C. EXTRA WORK ITEMS:	\$	52,445.00	\$	60,091.30	\$	58,630.00	\$	60,091.30
D. CASH ALLOWANCE:		\$500.00		\$500.00		\$500.00		\$500.00
TOTAL BID PRICE	\$	332,475.40	\$	470,000.00	\$	406,853.50	\$	470,000.00

B.1 Site Preparation and Earthwork:				
Item No.	Control No.	Item Description	Unit Measure	Unit Quantity
1	1501	Mobilization Including Performance and Payment Bonds, Insurance and Permits (Max. 2% of Total Base)	LS	1
2	1740	Restoration of Site Improvements (Existing ROW and Easements)	LF	1700
3	2221	Remove and Dispose of Culverts (Approx. 129 LF) and Dual 18" Diameter RCP (Approx. 58 LF)	LS	1
4	2221	Remove and Dispose of 30" Diameter STM(Approx. 22 LF)	LS	1
5	2221	Remove and Dispose of 48" Diameter STM(Approx. 29 LF)	LS	1
6	2221	Remove and Dispose 6' Chain Link Fence	LF	30
7	DWGS	Proposed 6' Chain Link Fence	LF	63
8	DWGS	Remove and Replace 6' Chain Link Fence	LF	26
9	DWGS	Proposed 20' Gate at Existing Chain Link Fence	LS	1
10	02221; 02775	Remove and Replace 5' Wide Concrete Sidewalk at Zion Frontage	LF	40
11	02221; 02233	Clearing and Grubbing	LS	1
12	2314	Drainage Easement Overflow Swale Grading	LF	250
13	2314	Regrade Roadside Swales	LF	1640
14	2330	Embankment/Berm Fill (Holding Basin & Existing Detention Bank)	CY	170
15	2922	Roadside Swale Sodding	SY	3000
16	2922	Solid Sod and Topsoil at Drainage Easement, Complete in Place	SY	689
TOTAL B.1 BASE UNIT PRICES				

Engineer's Estimate		Average of 3 low bidders		Site Work Contractors LLC *			Quad Vest Contruction LLC	
Unit Price	Total in figures	Unit Price	Total in figures	Unit Price	Total in figures		Unit Price	Total in figures
\$ 6,800.00	\$ 6,800.00	\$ 9,000.00	\$ 9,000.00	\$ 12,500.00	\$ 12,500.00		\$ 9,000.00	\$ 9,000.00
\$ 5.00	\$ 8,500.00	\$ 5.05	\$ 8,585.00	\$ 5.00	\$ 8,500.00	**	\$ 5.05	\$ 8,585.00
\$ 1,000.00	\$ 1,000.00	\$ 4,400.00	\$ 4,400.00	\$ 500.00	\$ 500.00		\$ 4,400.00	\$ 4,400.00
\$ 1,000.00	\$ 1,000.00	\$ 1,488.00	\$ 1,488.00	\$ 500.00	\$ 500.00		\$ 1,488.00	\$ 1,488.00
\$ 1,000.00	\$ 1,000.00	\$ 3,165.00	\$ 3,165.00	\$ 500.00	\$ 500.00		\$ 3,165.00	\$ 3,165.00
\$ 25.00	\$ 750.00	\$ 26.35	\$ 790.50	\$ 50.00	\$ 1,500.00		\$ 26.35	\$ 790.50
\$ 50.00	\$ 3,150.00	\$ 71.90	\$ 4,529.70	\$ 63.00	\$ 3,969.00	**	\$ 71.90	\$ 4,529.70
\$ 35.00	\$ 910.00	\$ 66.55	\$ 1,730.30	\$ 35.00	\$ 910.00		\$ 66.55	\$ 1,730.30
\$ 1,000.00	\$ 1,000.00	\$ 4,400.00	\$ 4,400.00	\$ 50.00	\$ 50.00		\$ 4,400.00	\$ 4,400.00
\$ 21.00	\$ 840.00	\$ 17.25	\$ 690.00	\$ 50.00	\$ 2,000.00		\$ 17.25	\$ 690.00
\$ 1,500.00	\$ 1,500.00	\$ 82,625.00	\$ 82,625.00	\$ 5,000.00	\$ 5,000.00		\$ 82,625.00	\$ 82,625.00
\$ 12.00	\$ 3,000.00	\$ 11.50	\$ 2,875.00	\$ 10.00	\$ 2,500.00		\$ 11.50	\$ 2,875.00
\$ 10.00	\$ 16,400.00	\$ 11.50	\$ 18,860.00	\$ 5.00	\$ 8,200.00		\$ 11.50	\$ 18,860.00
\$ 20.00	\$ 3,400.00	\$ 11.50	\$ 1,955.00	\$ 22.00	\$ 3,740.00		\$ 11.50	\$ 1,955.00
\$ 7.50	\$ 22,500.00	\$ 5.75	\$ 17,250.00	\$ 29.00	\$ 87,000.00		\$ 5.75	\$ 17,250.00
\$ 7.50	\$ 5,167.50	\$ 5.75	\$ 3,961.75	\$ 28.00	\$ 19,292.00		\$ 5.75	\$ 3,961.75
	\$ 76,917.50		\$ 166,305.25		\$ 156,661.00			\$ 166,305.25

B.2 Roadway and Drives				
Item	Control	Item	Unit	Unit
No.	No.	Description	Measure	Quantity
17	2337	6-Inch Lime-Fly Ash Stabilized Subgrade Preparation, Including Proof Rolling, Mixing, and Compaction to 95% per ASTM D698 for Lift Station Drive, Complete in Place	SY	183
18	2337	Lime (8%)	TON	4
19	2337	Fly Ash (4%)	TON	2
20	2711	6" Hot Mix Asphaltic Concrete Base Course (Black Base) for Lift Station Drive	TON	53
21	2741	2" Hot Mix - Hot Laid Asphaltic Concrete Surfacing for Lift Station Drive	TON	17.7
22	2754	Remove and Replace Existing 6" Thick Reinforced Concrete Driveway Including Sawcut and Subgrade (10ft Wide sawcut)	LS	5
23	2714	Remove and Replace Existing Gravel Driveway with 8" Thick Flex Base Course Driveway (North Top Bank to Edge Roadway)	LS	2
24	DWGS	Remove and Replace Reinforced Concrete Curb	LF	10
25	DWGS	Standard Reflective Type III Permanent Barricade	EA	1
TOTAL B.2 BASE UNIT PRICES				
B.3 Holding Basin				
Item	Control	Item	Unit	Unit
No.	No.	Description	Measure	Quantity
26	2314	Holding Basin Excavation	CY	1,700
27	2314	Holding Basin Fine Grading; Including Swales, Bottom and Outflow	LS	1
28	DWGS	Holding Basin 5" Thick Concrete Pilot Channel	LF	194
29	2633	Holding Basin E-Inlet	EA	1
30	2633	Holding Basin Sodding	SY	1,650
TOTAL B.3 BASE UNIT PRICES				

Unit	Total	Unit	Total	Unit	Total		Unit	Total
Price	in figures	Price	in figures	Price	in figures		Price	in figures
\$ 7.50	\$ 1,372.50	\$ 17.25	\$ 3,156.75	\$ 30.00	\$ 5,490.00		\$ 17.25	\$ 3,156.75
\$ 193.00	\$ 772.00	\$ 518.00	\$ 2,072.00	\$ 750.00	\$ 3,000.00		\$ 518.00	\$ 2,072.00
\$ 90.00	\$ 180.00	\$ 460.00	\$ 920.00	\$ 250.00	\$ 500.00	*	\$ 460.00	\$ 920.00
\$ 97.00	\$ 5,141.00	\$ 92.00	\$ 4,876.00	\$ 25.00	\$ 1,325.00	*	\$ 92.00	\$ 4,876.00
\$ 122.00	\$ 2,159.40	\$ 115.00	\$ 2,035.50	\$ 75.00	\$ 1,327.50	*	\$ 115.00	\$ 2,035.50
\$ 1,500.00	\$ 7,500.00	\$ 2,300.00	\$ 11,500.00	\$ 100.00	\$ 500.00	*	\$ 2,300.00	\$ 11,500.00
\$ 900.00	\$ 1,800.00	\$ 1,150.00	\$ 2,300.00	\$ 100.00	\$ 200.00	*	\$ 1,150.00	\$ 2,300.00
\$ 10.00	\$ 100.00	\$ 11.50	\$ 115.00	\$ 100.00	\$ 1,000.00	*	\$ 11.50	\$ 115.00
\$ 1,500.00	\$ 1,500.00	\$ 173.00	\$ 173.00	\$ 1,200.00	\$ 1,200.00	*	\$ 173.00	\$ 173.00
	\$ 20,524.90		\$ 27,148.25		\$ 14,542.50			\$ 27,148.25
Unit	Total	Unit	Total	Unit	Total		Unit	Total
Price	in figures	Price	in figures	Price	in figures		Price	in figures
\$ 8.00	\$ 13,600.00	\$ 11.50	\$ 19,550.00	\$ 8.00	\$ 13,600.00		\$ 11.50	\$ 19,550.00
\$ 2,040.00	\$ 2,040.00	\$ 3,450.00	\$ 3,450.00	\$ 5,000.00	\$ 5,000.00		\$ 3,450.00	\$ 3,450.00
\$ 70.00	\$ 13,580.00	\$ 23.00	\$ 4,462.00	\$ 75.00	\$ 14,550.00	*	\$ 23.00	\$ 4,462.00
\$ 4,000.00	\$ 4,000.00	\$ 2,245.00	\$ 2,245.00	\$ 500.00	\$ 500.00	*	\$ 2,245.00	\$ 2,245.00
\$ 7.50	\$ 12,375.00	\$ 4.00	\$ 6,600.00	\$ 5.00	\$ 8,250.00	*	\$ 4.00	\$ 6,600.00
	\$ 45,595.00		\$ 36,307.00		\$ 41,900.00			\$ 36,307.00

B.4 Utilities & Drainage				
Item No.	Control No.	Item Description	Unit Measure	Unit Quantity
31	DWGS	Furnish and Install Plastic Sanitary Sewer MH Inflow Protector, Complete in Place	EA	2
32	02081; 02082	Junction Box	EA	1
33	02081; 02082	Standard Storm MH	EA	2
34	02081; 02082	Standard Storm MH w/ E Inlet Top	EA	1
35	02081; 02082	Large Storm MH w/ E Inlet Top	EA	1
36	02081; 02082	Remove and Replace Exist Large Storm MH at South Row of Zion	EA	1
37	DWGS	Slope Paving at Existing E-Inlet	SY	7
38	02611; 02631	18" Diameter RCP Driveway Culvert Pipe	LF	120
39	02611; 02631	24" Diameter RCP Driveway Culvert Pipe	LF	29
40	02611; 02631	18" Diameter RCP	LF	12
41	02611; 02631	24" Diameter RCP	LF	111
42	02611; 02631	30" Diameter RCP	LF	180
43	02611; 02631	42" Diameter RCP	LF	275
44	02611; 02631	66" Diameter RCP	LF	26
45	DWGS	18" Diameter Type II Safety End Treatment (4:1 Slopes, Cross Drainage)	EA	3
46	DWGS	24" Diameter Type II Safety End Treatment (3:1 Slopes, Cross Drainage)	EA	2
47	DWGS	24" Diameter Type II Safety End Treatment (6:1 Slopes, Parallel Drainage)	EA	1
48	DWGS	30" Diameter Type II Safety End Treatments (6:1 Slopes, Parallel Drainage)	EA	2
49	DWGS	42" Diameter Type II Safety End Treatment (6:1 Slopes, Parallel; Concrete Lined)	EA	1
50	2685	Restabilize and Backfill 2" Gas Line (Upon City active determination)	LF	30
51	2685	Restabilize and Backfill 3" Gas Line (Upon City active determination)	LF	50
TOTAL B.4 BASE UNIT PRICES				

Unit Price	Total in figures	Unit Price	Total in figures	Unit Price	Total in figures		Unit Price	Total in figures
\$ 100.00	\$ 200.00	\$ 175.00	\$ 350.00	\$ 1,500.00	\$ 3,000.00		\$ 175.00	\$ 350.00
\$ 4,500.00	\$ 4,500.00	\$ 4,980.00	\$ 4,980.00	\$ 2,500.00	\$ 2,500.00		\$ 4,980.00	\$ 4,980.00
\$ 3,750.00	\$ 7,500.00	\$ 2,970.00	\$ 5,940.00	\$ 2,500.00	\$ 5,000.00		\$ 2,970.00	\$ 5,940.00
\$ 4,500.00	\$ 4,500.00	\$ 5,579.05	\$ 5,579.05	\$ 2,500.00	\$ 2,500.00	*	\$ 5,579.05	\$ 5,579.05
\$ 6,000.00	\$ 6,000.00	\$ 6,845.00	\$ 6,845.00	\$ 1,500.00	\$ 1,500.00	*	\$ 6,845.00	\$ 6,845.00
\$ 6,000.00	\$ 6,000.00	\$ 7,850.00	\$ 7,850.00	\$ 3,500.00	\$ 3,500.00		\$ 7,850.00	\$ 7,850.00
\$ 140.00	\$ 980.00	\$ 230.00	\$ 1,610.00	\$ 2,500.00	\$ 17,500.00	*	\$ 230.00	\$ 1,610.00
\$ 50.00	\$ 6,000.00	\$ 111.85	\$ 13,422.00	\$ 75.00	\$ 9,000.00		\$ 111.85	\$ 13,422.00
\$ 60.00	\$ 1,740.00	\$ 115.30	\$ 3,343.70	\$ 100.00	\$ 2,900.00		\$ 115.30	\$ 3,343.70
\$ 60.00	\$ 720.00	\$ 94.35	\$ 1,132.20	\$ 100.00	\$ 1,200.00		\$ 94.35	\$ 1,132.20
\$ 75.00	\$ 8,325.00	\$ 101.45	\$ 11,260.95	\$ 55.00	\$ 6,105.00		\$ 101.45	\$ 11,260.95
\$ 100.00	\$ 18,000.00	\$ 106.95	\$ 19,251.00	\$ 63.00	\$ 11,340.00		\$ 106.95	\$ 19,251.00
\$ 115.00	\$ 31,625.00	\$ 173.95	\$ 47,836.25	\$ 88.00	\$ 24,200.00		\$ 173.95	\$ 47,836.25
\$ 288.00	\$ 7,488.00	\$ 346.55	\$ 9,010.30	\$ 250.00	\$ 6,500.00		\$ 346.55	\$ 9,010.30
\$ 1,000.00	\$ 3,000.00	\$ 920.00	\$ 2,760.00	\$ 2,200.00	\$ 6,600.00		\$ 920.00	\$ 2,760.00
\$ 1,800.00	\$ 3,600.00	\$ 1,265.00	\$ 2,530.00	\$ 2,200.00	\$ 4,400.00		\$ 1,265.00	\$ 2,530.00
\$ 2,400.00	\$ 2,400.00	\$ 1,495.00	\$ 1,495.00	\$ 3,000.00	\$ 3,000.00		\$ 1,495.00	\$ 1,495.00
\$ 3,000.00	\$ 6,000.00	\$ 2,990.00	\$ 5,980.00	\$ 3,500.00	\$ 7,000.00		\$ 2,990.00	\$ 5,980.00
\$ 4,500.00	\$ 4,500.00	\$ 4,428.00	\$ 4,428.00	\$ 4,000.00	\$ 4,000.00		\$ 4,428.00	\$ 4,428.00
\$ 50.00	\$ 1,500.00	\$ 29.00	\$ 870.00	\$ 10.00	\$ 300.00		\$ 29.00	\$ 870.00
\$ 50.00	\$ 2,500.00	\$ 29.00	\$ 1,450.00	\$ 10.00	\$ 500.00		\$ 29.00	\$ 1,450.00
	\$ 127,078.00		\$ 157,923.45		\$ 122,545.00			\$ 157,923.45

B.5 Traffic Control				
Item	Control	Item	Unit	Unit
No.	No.	Description	Measure	Quantity
52	1555	Traffic Control- Furnish, Install, Maintain & Remove Barricades, Barriers, Barrels, Signing, etc.	MO	2
TOTAL B.5 BASE UNIT PRICES				
B.6 Storm Water Pollution Prevention Plan				
Item	Control	Item	Unit	Unit
No.	No.	Description	Measure	Quantity
53	1575	Stabilized Construction Access, Complete in Place.	SY	111
54	1573	Filter Fabric Fence, Including Removal, Complete in Place.	LF	100
55	1573	Temporary Erosion Control Logs, Including Removal, Complete in Place.	LF	60
56	01570; 01410	SWPPP Inspection and Maintenance	MO	2
TOTAL B.6 BASE UNIT PRICES				
C.**Extra Work Items:				
Item	Control	Item	Unit	Unit
No.	No.	Description	Measure	Quantity
57	02221; 02775	Extra Remove and Replace 5' Wide Concrete Sidewalk	LF	200
58	2318	Extra Swale (4:1 SS; Maximum 2.0 ft. depth), Complete in Place	LF	480
59	2318	Extra Hand Excavation	CY	50
60	2318	Extra Machine Excavation	CY	50
61	2318	Extra Bank Sand Backfill	CY	100
62	2321	Extra Cement Stabilized Sand	CY	100
63	2318	Extra Backfill	CY	200
64	02511; 02506	Extra 8" PVC Waterline, Complete In Place	LF	100
65	2922	Extra Solid Sod and Topsoil, Complete in Place	SY	850
66	DWGS	Extra 6' Chain Link Fence	LF	250
67	DWGS	Extra Remove and Relocate Existing Chain Link Fence	LF	312
68	DWGS	Extra Remove, Dispose and Plug Abandoned Gas Line, Complete In Place.	LF	60
TOTAL C BASE UNIT PRICES				
D. CASH ALLOWANCE TABLE:				
Cash Allowance				
No.	Cash Allowance Short Title			
1	Centerpoint Energy Coordination and Anchor for Power Pole			
TOTAL CASH ALLOWANCES				

Unit	Total	Unit	Total	Unit	Total		Unit	Total
Price	in figures	Price	in figures	Price	in figures		Price	in figures
\$ 2,000.00	\$ 4,000.00	\$ 5,175.00	\$ 10,350.00	\$ 3,000.00	\$ 6,000.00		\$ 5,175.00	\$ 10,350.00
	\$ 4,000.00		\$ 10,350.00		\$ 6,000.00			\$ 10,350.00
Unit	Total	Unit	Total	Unit	Total		Unit	Total
Price	in figures	Price	in figures	Price	in figures		Price	in figures
\$ 15.00	\$ 1,665.00	\$ 17.25	\$ 1,914.75	\$ 25.00	\$ 2,775.00		\$ 17.25	\$ 1,914.75
\$ 1.50	\$ 150.00	\$ 2.30	\$ 230.00	\$ 6.00	\$ 600.00		\$ 2.30	\$ 230.00
\$ 10.00	\$ 600.00	\$ 58.00	\$ 3,480.00	\$ 15.00	\$ 900.00		\$ 58.00	\$ 3,480.00
\$ 1,500.00	\$ 3,000.00	\$ 2,875.00	\$ 5,750.00	\$ 900.00	\$ 1,800.00		\$ 2,875.00	\$ 5,750.00
	\$ 5,415.00		\$ 11,374.75		\$ 6,075.00			\$ 11,374.75
Unit	Total	Unit	Total	Unit	Total		Unit	Total
Price	in figures	Price	in figures	Price	in figures		Price	in figures
\$ 20.00	\$ 4,000.00	\$ 35.00	\$ 7,000.00	\$ 25.00	\$ 5,000.00		\$ 35.00	\$ 7,000.00
\$ 10.00	\$ 4,800.00	\$ 12.00	\$ 5,760.00	\$ 5.00	\$ 2,400.00		\$ 12.00	\$ 5,760.00
\$ 17.00	\$ 850.00	\$ 25.00	\$ 1,250.00	\$ 25.00	\$ 1,250.00		\$ 25.00	\$ 1,250.00
\$ 30.00	\$ 1,500.00	\$ 30.00	\$ 1,500.00	\$ 30.00	\$ 1,500.00		\$ 30.00	\$ 1,500.00
\$ 18.00	\$ 1,800.00	\$ 18.00	\$ 1,800.00	\$ 18.00	\$ 1,800.00		\$ 18.00	\$ 1,800.00
\$ 22.00	\$ 2,200.00	\$ 22.00	\$ 2,200.00	\$ 22.00	\$ 2,200.00		\$ 22.00	\$ 2,200.00
\$ 5.00	\$ 1,000.00	\$ 5.00	\$ 1,000.00	\$ 5.00	\$ 1,000.00		\$ 5.00	\$ 1,000.00
\$ 50.00	\$ 5,000.00	\$ 46.00	\$ 4,600.00	\$ 55.00	\$ 5,500.00		\$ 46.00	\$ 4,600.00
\$ 7.50	\$ 6,375.00	\$ 5.75	\$ 4,887.50	\$ 30.00	\$ 25,500.00		\$ 5.75	\$ 4,887.50
\$ 50.00	\$ 12,500.00	\$ 71.90	\$ 17,975.00	\$ 30.00	\$ 7,500.00		\$ 71.90	\$ 17,975.00
\$ 35.00	\$ 10,920.00	\$ 31.65	\$ 9,874.80	\$ 15.00	\$ 4,680.00		\$ 31.65	\$ 9,874.80
\$ 25.00	\$ 1,500.00	\$ 37.40	\$ 2,244.00	\$ 5.00	\$ 300.00		\$ 37.40	\$ 2,244.00
	\$ 52,445.00		\$ 60,091.30		\$ 58,630.00			\$ 60,091.30
	Cash Allowance		Cash Allowance		Cash Allowance			Cash Allowance
	in figures		in figures		in figures			in figures
	\$500.00		\$500.00		\$500.00			\$500.00
	\$500.00		\$500.00		\$500.00			\$500.00

* Nonresponsive Bid - Addendum 1 Bid Form Not Acknowledged
** Mathematical Error - Unit Bid Held



GUNDA CORPORATION

Engineers, Planners & Managers

May 23, 2017

City of Tomball
Public Works Building
501 James Street
Tomball, TX 77375

Attn: David Esquivel, P.E., Director of Public Works

Re: City of Tomball
Sherwood Forest Drainage Improvements
Project Bid No. 2017-01, E&P Project No. 2016-10014
GUNDA Project No. 16031-00

Tabulation of Bids Received and Recommendation

Dear Mr. Esquivel:

Two (2) contractors submitted proposals for the work on Sherwood Forest Drainage Improvements. The bids were tabulated and the bid tab is attached for your review.

Based on the unit bid prices, Quadvest Construction, L.P. is the low bidder in the amount \$470,000. Site Work Contractors, LLC's bid was deemed Nonresponsive, as the Addendum 1 Bid Form was not acknowledged.

However Quadvest grossly exceeds the project budget and the engineer's cost estimate of \$332,475.40. Gunda Corp. therefore recommends rejection of the bids and that rebidding with necessary clarifications take place.

If you have any questions please do not hesitate to call.

Sincerely,

David Castellano, PE
Project Engineer

Enclosure: Project Bid Tabulation



Regular City Council
Agenda Item
Data Sheet

Meeting Date: June 5, 2017

Topic:

Discussion and Possible Action in Regards to the Development of a Fee in Lieu of Sidewalks Program

Background:

The attached memorandum summarizes the topic for discussion purposes. If it is determined by City Council to move forward with the Fee in lieu of Sidewalks Program, revisions to Section 40-65(i) of the Tomball Municipal Code will be brought to a future City Council meeting for consideration.

Origination:

Craig T. Meyers, Community Development Director

Recommendation:

Party(ies) responsible for placing this item on agenda:

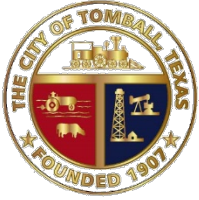
Craig T. Meyers, Community Development Director

ACTION TAKEN

Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other
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ATTACHMENTS:

Fee in Lieu of Sidewalks Program Memorandum



City of Tomball

Community Development Department

TO: Mayor & City Council
FROM: Craig T. Meyers, PE
DATE: May 30, 2017
RE: Fee In Lieu Of (FILO) Sidewalks Program

The purpose of this memorandum is to better determine where sidewalks are necessary with development projects. Sidewalk construction is a routine item that is discussed at Pre-Development Meetings and also an item that often causes debate between applicants and City Staff as to whether or not they should be required. Currently, the Tomball Municipal Code requires sidewalks for all development and redevelopment projects in Tomball with the exception of residential developments with open ditch drainage. The Tomball Municipal Code, as stated below, does not permit any flexibility for City Staff to determine where a sidewalk makes sense and where it does not.

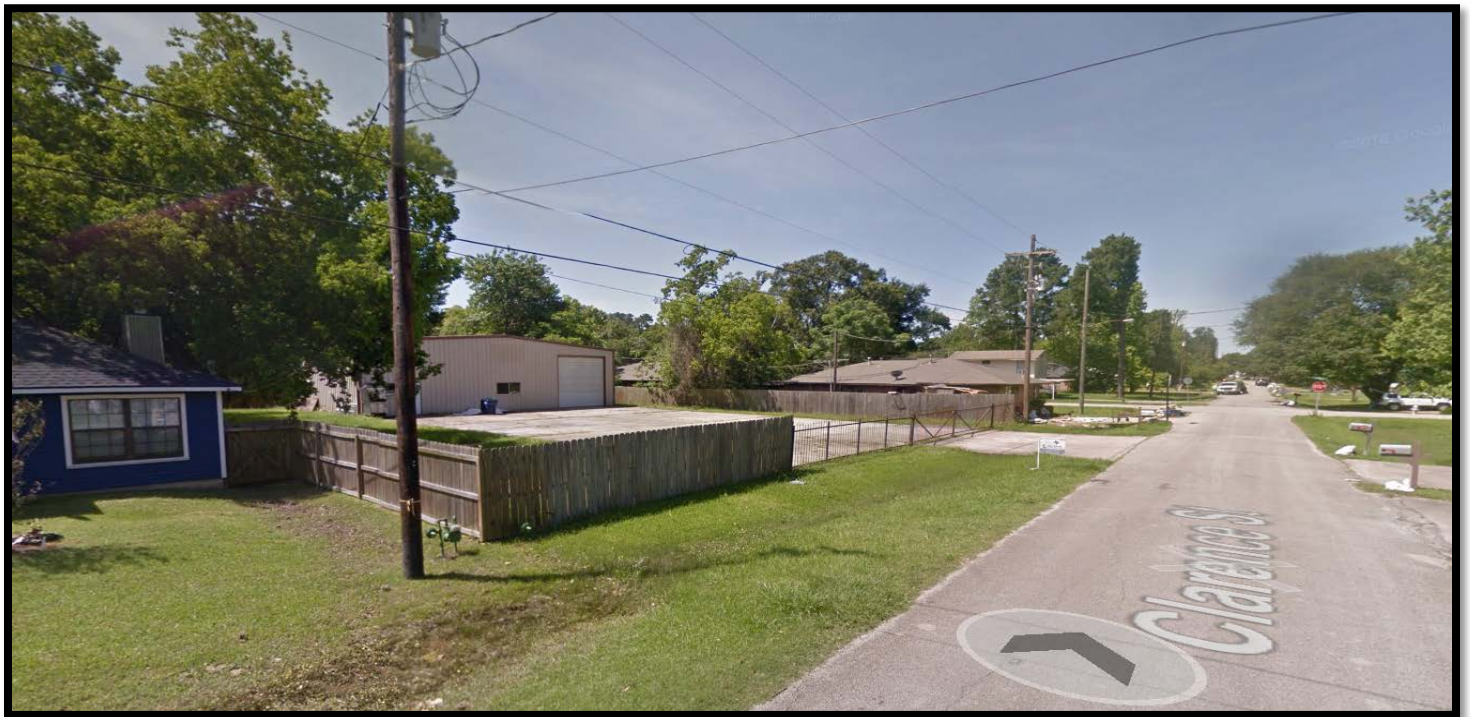
Section 40-65(i) of the Tomball Municipal Code states that "the developer shall be responsible for the installation of sidewalks in all residential and commercial subdivisions, except in residential subdivisions along streets with open ditch drainage. Sidewalks shall be constructed in accordance with the City of Tomball Minimum Construction Standards for Community Improvements. Sidewalks, when applicable, shall be considered as part of the required street system, whether public or private."

This Fee In Lieu Of Sidewalks Plan will allow City Staff to determine where sidewalks are necessary and where they are not. Where sidewalks do not make sense, the Plan allows City Staff to assess a fee so that all development projects are treated equally and Developers would either construct the sidewalk as required by the Tomball Municipal Code or pay a fee for not constructing the sidewalk and allow the City to determine where sidewalk infrastructure is most needed.

Sidewalks are necessary for pedestrian safety along roadways, however with some developments they do not make sense. Areas where the installations of sidewalks do not make sense include along the frontage of new developments or redevelopments where no other sidewalks exist in the area and along the frontage of non-residential developments with open ditch drainage where the drainage capacity of the ditch would be lessened or problematic to be reworked. An example of where sidewalks were recently installed where they made little sense is at Cherry Street Laundry (1525 Cherry Street). Cherry Street Laundry is an expansion of an existing convenient store/gas station where the existing facility did not contain a sidewalk and no other sidewalks exist along Cherry Street. The sidewalk extends from the site's northernmost driveway and dead ends into a wooded area along Cherry Street that fronts an existing residential subdivision as depicted in the images below.



City Staff recently waived sidewalks for three development projects. The first project is the Moffett Productions office redevelopment project at 509 Clarence Street. Moffett Productions is the redevelopment of an existing warehouse that lies midblock in a residential area. All other properties along Clarence Street are developed and no sidewalks exist along the entire street.



Sidewalks were also recently waived at the First Presbyterian Church expansion at 30410 SH 249. Again, no sidewalks exist within the entire Tomball Hills subdivision and are not proposed along the Tomball Tollway expansion project (this project lies between the two). Also, the installation of sidewalks would have possibly compromised the health of the existing mature trees that line the property along both Antonia Lane and Heidi Lane.



The third project where sidewalks were waived is at Brandt Construction at 22110 Hufsmith-Kohrville Road. Again, no other sidewalks exist along the road.



Staff has also waived new sidewalks along FM 2920 between Willow Street and Business 249 since this portion of FM 2920 is soon to be reconstructed with new sidewalks by TxDOT.

Since the City continues to annually invest hundreds of thousands of dollars in sidewalk projects and rather than just waive sidewalks where they are required by Section 40-65(i), I am proposing a program to capture some of the costs of the waived sidewalks so that projects where sidewalks are waived contribute to a fund to assist the City with future sidewalk projects. This program is proposed to be called the Sidewalk Fee In Lieu Of Program or "Sidewalk FILO". Only projects where the installation of sidewalks does not make sense or is problematic due existing site constraints would be eligible for Sidewalk FILO. In all cases, the Developer can install sidewalks as required by the Tomball Municipal Code or request to pay a fee in lieu of their construction. A project's eligibility to pay a fee would be at the discretion of the City Manager or their designee. Any appeal to City Staff's determination would be to the City Council. Providing a FILO sidewalk program keeps a "level playing field" with development projects so that all projects, with the exception of open ditch residential subdivisions, either construct sidewalks along their street frontages or pay into a program for the City fund future sidewalk projects.

Based on cost data from recent City sidewalk projects, I am proposing a Sidewalk FILO of \$30.00 per linear foot where the sidewalk would be required along the site's adjacent roadways. City Staff will annually reevaluate the fee during the Master Fee Schedule update process. Where sidewalks are waived, City Staff will ensure that pedestrian access easements are dedicated where there is not enough room to fit sidewalks within the right-of-way so that in the future the City will not need to acquire land for future sidewalk extensions.

If approved by City Council, an account would need to be created for the collected sidewalk funds so that they are appropriately used for the City's future sidewalk projects.