



**CITY COUNCIL REGULAR MEETING  
MONDAY, JULY 1, 2024, 5:00 PM  
COUNCIL CHAMBERS, CITY HALL  
910 S. FRIENDSWOOD DR, FRIENDSWOOD, TEXAS 77546**

## **AGENDA**

**1. CALL TO ORDER**

**2. INVOCATION**

**3. PLEDGE OF ALLEGIANCE** – United States Pledge and State of Texas Pledge.

**4. COUNCIL COMMENTS AND REPORTS**

Notice is hereby given in accordance with Section 551.0415 of the Texas Government Code, the City Council of the City of Friendswood may receive reports about items of community interest from City staff and/or a member of the City Council, but no action or possible action shall be taken or discussed concerning the subject of such report.

**5. PUBLIC COMMENT**

In order to comply with the provisions of the Texas Open Meetings Act, the City Council may not deliberate any item not listed on the agenda, as such, the City Council will listen to public comment and may (i) refer the item to City Management for further action or (ii) direct staff for the placement of said item on a future agenda. During public comment, the public shall comply with the Council's rules of decorum.

**6. WORK SESSION TOPICS**

A. Receive and discuss an update regarding the City of Friendswood Capital Improvement Projects.

**7. ZONE CHANGE REQUEST FOR 3111 W PARKWOOD AVE, SPECIAL USE PERMIT TO ALLOW NAICS USE #237, HEAVY AND CIVIL ENGINEERING CONSTRUCTION WITH AN UNDERLYING ZONING OF BUSINESS PARK**

A. Conduct a public hearing regarding a request for a Specific Use Permit (SUP) to allow NAICS Use #237, Heavy and Civil Engineering Construction, to be located at 3111 W. Parkwood Avenue, which is zoned Business Park (BP), being 15.5244 acres out of Beatty, Seale & Forewood Survey, Section 5, Abstract Number 625, and I. & G.N.R.R. Company Survey, Section 23, Abstract Number 624, Friendswood, Galveston County, Texas.

B. Consider an ordinance regarding a proposed Specific Use Permit (SUP) to allow NAICS Use #237, Heavy and Civil Engineering Construction, to be located at 3111 W. Parkwood Avenue, which is zoning is Business Park (BP).

**8. CITY MANAGER'S REPORT**

- A. Present an update concerning National Park and Recreation Month (July 2024).
- B. Present an update regarding Food Truck Tuesdays at Stevenson Park.
- C. Present an update regarding Park's Taylor Swift Tribute Band event.

- D. Present an update on the Battle of the Patches Blood Drive.
- E. Acknowledge the Friendswood Police Department for being recognized as a top "Power User" by Flock Safety.
- F. Recognize the Knights of Columbus Mary Queen Council 8494 for its donation to the Friendswood Police Department, the Friendswood Emergency Medical Services Division and the Friendswood Volunteer Fire Department.
- G. Receive an update concerning the Interlocal Agreement with the Galveston County Consolidated Drainage District for the Master Drainage Plan.
- H. Present an update regarding Hurricane Preparedness.
- I. Present an update on the Apollo 11 Landing – Celebrating the 55<sup>th</sup> Anniversary at Friendswood Library.

## **9. BUSINESS ITEMS**

- A. Consider authorizing a School Crossing Guard Agreement with Clear Creek Independent School District for School Year 2024-25.
- B. Consider authorizing the First Amendment to the Grant Administration Services Agreement with GrantWorks, Inc., for the U.S. Department of Housing and Urban Development Community Development Block Grant - Mitigation Funds (CDBG-MIT 24-065-030-E485) administered by the Texas General Land Office.

## **10. PROPOSED RESOLUTIONS & ORDINANCES**

- A. Consider on first reading an ordinance amending Chapter 70 "Streets, Sidewalks, and Other Public Places," Article III "Construction," Sections 70-77 "Restricted use," 70-79 "Maximum plant height," 70-80 "Minimum branch height above street gutter flow lines," and 70-81 "Extending into street" of the Friendswood City Code to revise the permitted height of plants, trees, and branches in and over restricted areas, including visibility triangles and other traveled public ways.
- B. Consider an ordinance amending the City's General Budget for Fiscal Year 2023-2024 by approving "Budget Amendment VIII" and providing for supplemental appropriation and/or transfer of certain funds.
- C. Consider a resolution adopting an updated vision statement for the City of Friendswood.
- D. Consider a resolution amending the City Council's Rules of Procedure to refine the procedures for purposes of efficiency and conformance with state and local laws.

## **11. CONSENT AGENDA**

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

- A. Consider adopting the appointments of the City Council Liaisons to Committees, Boards, and Commissions.
- B. Consider authorizing an interlocal agreement with Galveston County for the FY2025 Meal Program.
- C. Consider an interlocal agreement with the Texas Municipal League Intergovernmental Risk Pool for Cyber Liability and Data Breach Response.
- D. Consider ratifying the City Manager's signature and authorizing the emergency repairs of a pump for Sanitary Sewer Lift Station #2.
- E. Consider authorizing a Buyout License Agreement with Ignatius and Janet Leonards for

property located at 0 Colonial Drive and more particularly described as Lot 14, Block 6, Heritage Estates, Section 2, Galveston County, Texas.

- F. Consider appointing Denise Spruiell to the Community & Economic Development Committee for a three-year term beginning immediately and ending on June 30, 2027.
- G. Consider approving the ad valorem tax report for May 2024.
- H. Consider approving the minutes of the City Council Regular Meeting held on June 3, 2024.
- I. Consider approving the minutes of the City Council Special Meeting held on June 22, 2024.

## 12. EXECUTIVE SESSION

- A. Recess into and conduct an executive session pursuant to Section 551.071 of the Texas Government Code to seek the advice of the City's attorneys regarding Cause No. 18-CV-0108; *Tostado v. City of Friendswood*, in the 122nd Judicial District Court, Galveston County, Texas.

## 13. ADJOURNMENT

**PUBLIC NOTICE IS GIVEN THAT IN ADDITION TO ANY EXECUTIVE SESSION LISTED ABOVE, THE CITY COUNCIL RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE SECTIONS 551.071 - 551.090 TO DISCUSS ANY MATTERS LISTED ABOVE.**

**THE CITY OF FRIENDSWOOD IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE ACCOMMODATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED UPON REQUEST. PLEASE CONTACT THE CITY SECRETARY'S OFFICE BY PHONE AT (281) 996-3270, FAX (281) 482-1634, OR CONTACT (281) 996-3270 VIA RELAY TEXAS AT 711 OR 1-800-735-2988 FOR TYY SERVICES. FOR MORE INFORMATION CONCERNING RELAY TEXAS, PLEASE VISIT: [HTTP://RELAYTEXAS.COM](http://RELAYTEXAS.COM).**



**Leticia Brysch, City Secretary**

Posted in compliance with the Open Meetings Act on this  
28<sup>th</sup> day of June 2024, at 3:00 P.M.



**FRIENDSWOOD CITY COUNCIL  
AGENDA ITEM FORM**

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 05/08/2024

Prepared by: Raquel Martinez, Deputy City Secretary

Subject: Receive and discuss an update regarding the City of Friendswood Capital Improvement Projects.

Originating Department: Engineering

Degree of importance:

**SUMMARY / ORIGINATING CAUSE**

Council will receive an update on Capital Improvement Projects within the City.

**IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY**

**RECOMMENDATIONS**

**ATTACHMENTS**

- 1. CIP Update July 2024



# CITY OF FRIENDSWOOD

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## Capital Improvement Projects Update



TM

# Blackhawk Blvd - Phase II-B

## LOCATION:

Blackhawk Boulevard (Geneva Dr to Pennystone Way)

## STATUS:

Southbound concrete paving ongoing

Water line installation complete

Majority of underground work is on Southbound side

Schedule has been severely impacted by forces beyond contractor's control: weather, material shortages, long lead times (132 work days)



# Blackhawk Blvd - Phase II-C

## LOCATION:

Blackhawk Boulevard (Pennystone Way to FM 2351; Thursa Lane to FM 528)

## STATUS:

Project will complete the rest of Blackhawk Boulevard

Engineering/repackaging of bid documents ongoing (60% milestone has been met)



# 2024 Harris County Precinct 2 Partnership App.

## LOCATION:

Intersection of Bay Area Boulevard & Grissom Road

## STATUS:

Application for Precinct 2 2024 Partnership Project has been awarded

\$500,000 project, 25% City of Friendswood, 25% City of League City, 50% Harris County

Signalization of Bay Area Boulevard & Grissom Road





# Fire Station #2 Reconstruction

## LOCATION:

2605 W. Parkwood Drive

## STATUS:

Final building and fire marshal inspections have been completed and passed

Move-in ready





# 24" Clear Creek Water Line Crossing Project

**LOCATION:**

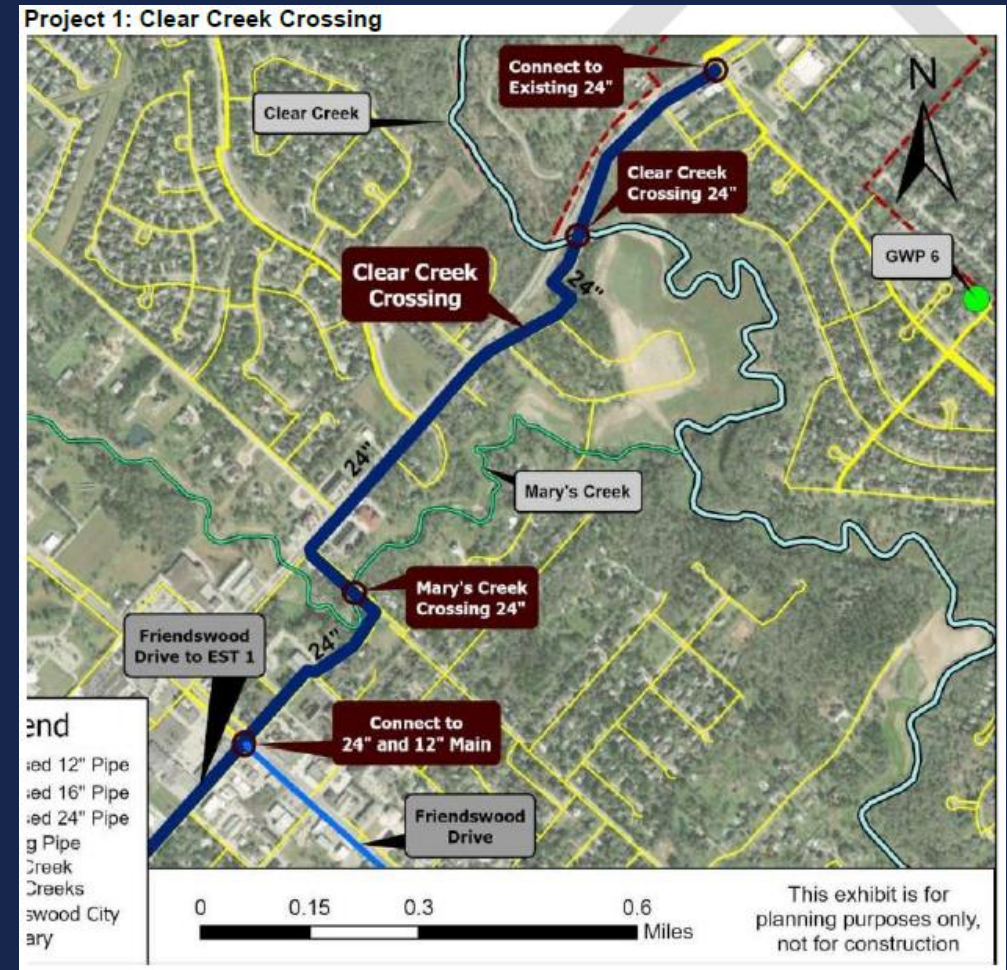
Generally parallel to FM 2351, from Blackhawk Blvd. to FM 518

## STATUS:

## 60/90% Engineering Plans to be submitted to the City within the next month

Project will provide water via transmission main from Blackhawk Boulevard to Friendswood Drive

## Will improve system capacity, improve operation



# Tank Rehab Project

## LOCATION:

Multiple

## STATUS:

Water Tower #2 (next to Animal Shelter) and Ground Storage Tank at Ground Water Tank #4 (Sunmeadow Subdivision) substantially complete

Ground Storage Tank at Surface Water Plant #1 (Blackhawk Boulevard near FM 528) will start in the Fall after summer peak season



# H-GAC Unified Planning Work Program (UPWP)

UPWP projects are being led by the Houston-Galveston Area Council

## Friendswood Master Trail Plan

- Request for Qualifications closed
- Evaluation of consultants has begun
- Project will positively impact accessibility, connectivity and safety of cyclists and pedestrians in Friendswood by conducting existing conditions analysis, public engagement activities, opportunity analysis, and making recommendations on actionable strategies
- Study builds upon the recommendations to be included in the Parks Master Plan to be released this year



*Funding: No local match; \$500,000 to be paid for by H-GAC*



# H-GAC Unified Planning Work Program (UPWP), (cont.)

UPWP projects are being led by the Houston-Galveston Area Council

## Friendswood Parkway Corridor Study

- Consultant has been selected for this corridor study
- Study evaluates routes from FM 528 to FM 2351
- Study takes into consideration available right-of-way and ongoing development
- Consultant is developing a Public Participation Plan (PPP)
- H-GAC will hold public meetings seeking input on the corridor study
- H-GAC will be developing a project specific website soon to inform the public of their efforts
- Dates of public meetings have not been established

*Funding: No local match; \$500,000 to be paid for by H-GAC*



# 2024 H-GAC Carry-Over Spending Projects

## LOCATIONS/STATUS:

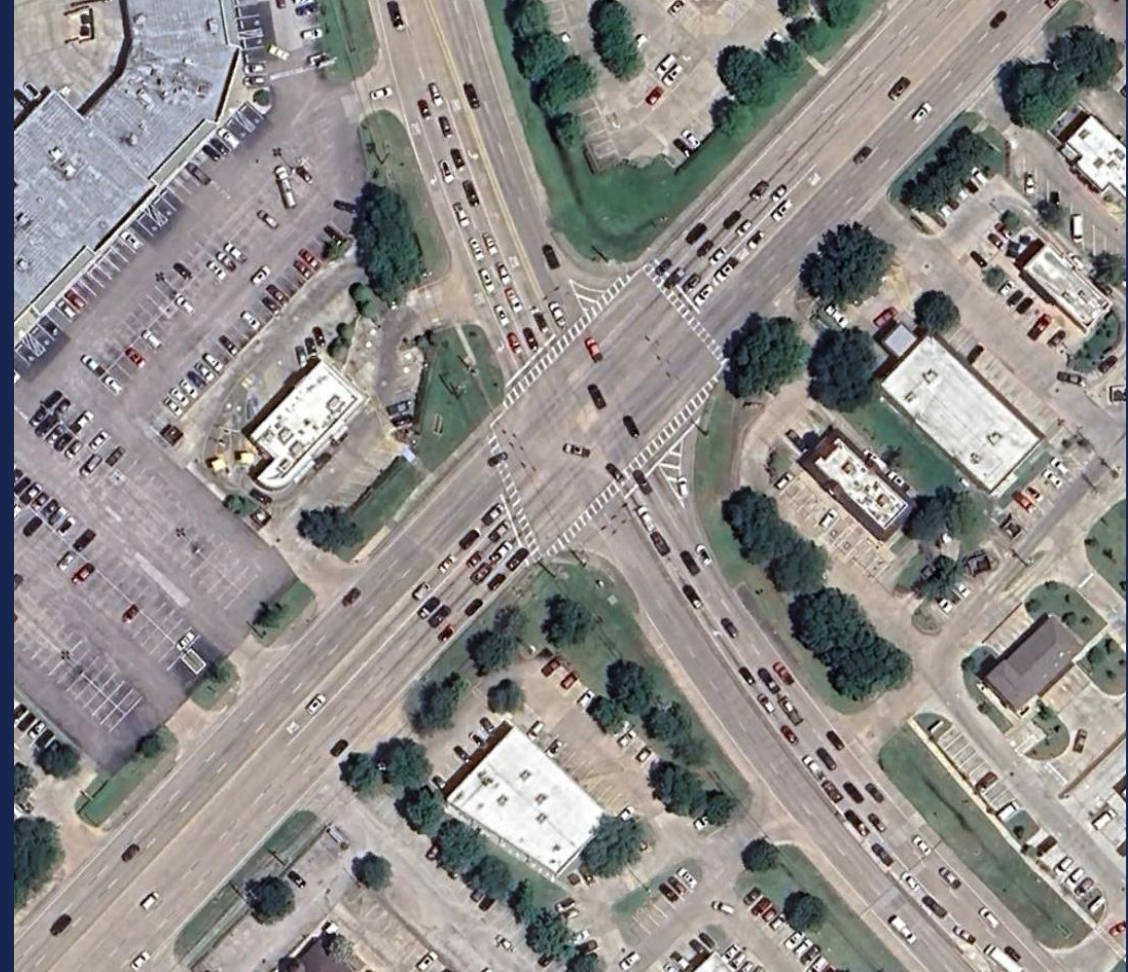
TxDOT is currently scoping projects with a design consultant

FM 528 @ Bay Area Boulevard – Additional lanes utilizing existing right-of-way to increase turning movements & decrease time at intersection

FM 528 @ Winding Way – New northbound right turn lane

FM 528 @ FM 518 – Dual left turn lanes along FM 528

FM 528 @ Sunset – Restriping and reprogramming of traffic signals to add a second left turn southbound Sunset



*\$2.6M – Funding: H-GAC Carry-Over Funds (20% local match, half of which can be another transportation project such as annual street maintenance)*

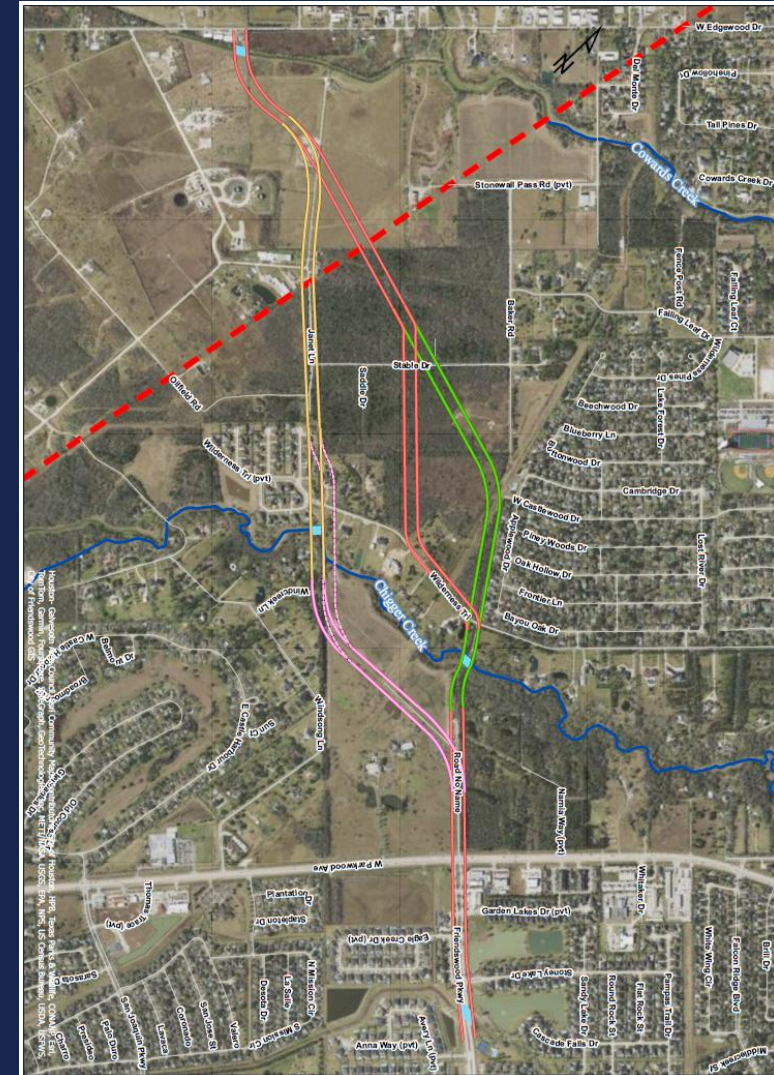


# 2024 H-GAC Carry-Over Spending Projects (cont.)

## LOCATIONS/STATUS:

Friendswood Parkway “E” Phase, North of FM 528 - Environmental and Preliminary Engineering (pending substantial completion of previously mentioned Corridor Study)

These initiatives are led by the Houston-Galveston Area Council, who has determined the projects meet the Regional Transportation Plan visions and goals



*Funding: H-GAC Carry-Over Funds (20% local match, half of which can be another transportation project such as annual street maintenance)*

# Questions / Comments





## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/04/2024

Prepared by: Leticia Brysch, Assistant City Manager/City Secretary

Subject: Conduct a public hearing regarding a request for a Specific Use Permit (SUP) to allow NAICS Use #237, Heavy and Civil Engineering Construction, to be located at 3111 W. Parkwood Avenue, which is zoned Business Park (BP), being 15.5244 acres out of Beatty, Seale & Forewood Survey, Section 5, Abstract Number 625, and I. & G.N.R.R. Company Survey, Section 23, Abstract Number 624, Friendswood, Galveston County, Texas.

Originating Department: Community Development

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

This public hearing allows the Council to receive comments, both for and against, the request for a Specific Use Permit to allow NAICS Use 237, Heavy and Civil Engineering Construction at 3111 W. Parkwood Avenue.

The notice of public hearing was published in *The Reporter News* on May 22, 2024, and posted on the City's notice boards and website on May 20, 2024. Notices were sent out to property owners and signs were placed on the property on May 31, 2024.

The Planning and Zoning Commission held a hearing on this item on June 13, 2024, and voted to recommend the approval of the Specific Use Permit (SUP). The final report is attached.

Standard Constructors, Incorporated's main office is currently located in Houston near Hobby Airport; they have four other regional offices. It is a fourth-generation family construction company established in 1939 that provides heavy civil industrial contracting and project management for a diverse group of petrochemical, refining, and heavy commercial clients along the Gulf Coast and throughout the United States. They are searching for a location to relocate their headquarters and business operations.

The site here in Friendswood will include a three-story office building, a one-story equipment building, and a one-story equipment storage building and will house 40-60 employees. The tract is currently undeveloped. It has some frontage on W. Parkwood Ave/FM 528 with most of the land area being set back from the roadway. The direct access to FM 528 to transport equipment and supplies is a benefit to them. The existing two-story building and tower built in 1980 are not in the scope of this project and will remain on the property. There is also a bypass for drainage that connects to Dickinson Bayou. Pipeline easement crossing the property perpendicular to the drainage bypass.

The criteria for approving a Specific Use Permit are as follows (Zoning Ordinance Section 9.G):

- a. that the specific use will be compatible with and not injurious to the use and enjoyment of other property, nor significantly diminish or impair property values within the immediate vicinity;

- b. that the establishment of the specific use will not impede the normal and orderly development and improvement of surrounding vacant property;
- c. that adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
- d. that the design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;
- e. that the adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
- f. that directional lighting will be provided so as not to disturb or adversely affect neighboring properties;
- g. that there are sufficient landscaping and screening to ensure harmony and compatibility with adjacent property; and
- h. that the proposed use is in accordance with the comprehensive plan.

The newspaper notice was published, the property owner notices mailed, and the sign was posted on the property.

#### **IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY**

Due to the proximity to the gun range and the difficult characteristics of this property such as the pipeline, radio tower, and drainage bypasses, the proposed use would be a good use of the property.

#### **RECOMMENDATIONS**

At the Planning and Zoning Commission meeting held June 13, 2024, following the public hearing the City of Friendswood Planning and Zoning Commission voted 6-0 (Commissioner Mann was absent) on a motion to approve the requested zone change. See attached Final Report.

#### **ATTACHMENTS**

1. 3111 W Parkwood Ave PZ Final Report 06-18-2024
2. 3111 W Parkwood Ave Rezoning Report May 2024
3. 3111 W Parkwood Ave Deed
4. Approval from Current Owner to Apply for SUP
5. Standard Constructors proposed plans - site plan, landscape, building elevations, etc
6. 3111 W Parkwood Ave Survey
7. Aerial Map\_3111 W Parkwood Ave
8. FLUMap\_3111 W Parkwood Ave
9. Location Map\_3111 W Parkwood Ave
10. Zoning Map\_3111 W Parkwood Ave



*Planning & Zoning Commission*  
*Final Report*

To: Mayor and City Council  
From: Thomas Hinckley, Planning & Zoning Commission Chairman  
Aubrey Harbin, Director of Community Development/Planner  
Date: June 18, 2024  
Re: Request for a Specific Use Permit to allow NAICS Use #237, Heavy and Civil Engineering Construction at 3111 W Parkwood Avenue; underlying zoning of Business Park (BP) will remain

At the Planning and Zoning Commission meeting held June 13, 2024, following the public hearing the City of Friendswood Planning and Zoning Commission voted 6-0 (Commissioner Mann was absent) on a motion to approve the requested zone change.

Standard Constructors, Incorporated's main office is currently located in Houston near Hobby Airport; they have four other regional offices. It is a fourth-generation family construction company established in 1939 that provides heavy civil industrial contracting and project management for a diverse group of petrochemical, refining, and heavy commercial clients along the Gulf Coast and throughout the United States.

The site here in Friendswood will include a three-story office building, a one-story equipment building, and one-story equipment storage building and will house 40-60 employees.

The tract is currently undeveloped. It has limited frontage on W. Parkwood Ave/FM 528 with most of the land area being set back from the roadway. The existing two-story building and tower built in 1980, which are not in the scope of this project and will remain on the property. There is also a bypass for drainage that connects to Dickinson Bayou. Pipeline easement crossing the property perpendicular to the drainage bypass.

No one spoke for or against the zone change request at the Planning and Zoning public hearing.

Due to the proximity to the gun range and the difficult characteristics of this property such as the pipeline, radio tower, and drainage bypasses, the proposed use would be a good use of the property. The Commission is forwarding a positive recommendation to approve the requested zone change.





# Rezoning Report

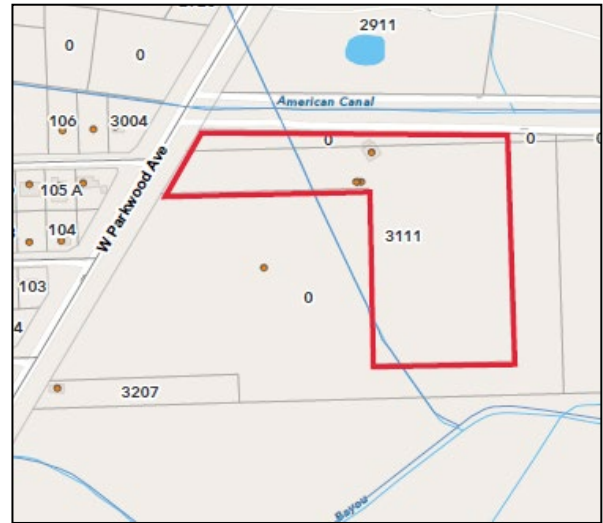
May 2024

**Location:** 3111 W Parkwood Ave

**Legal:** 15.5244 acres out of Beatty, Seale & Foreward Survey, Section 5, Abstract Number 625, and I. & G.N.R.R. Company Survey, Section 23, Abstract Number 624, Friendswood, Galveston County, Texas

**Project:** Standard Constructors, Inc., headquarters for civil engineering company

**Request:** Request for a **Specific Use Permit** to allow NAICS Use #237, Heavy and Civil Engineering Construction; underlying zoning of Business Park (BP) will remain



Zoning Map from City of Friendswood GIS

## **Specific Use Permit (from Appendix C Zoning Ordinance, Section 9.G.)**

1. *Purpose.* This section provides the city council the opportunity to deny or to conditionally approve those uses for which specific use permits are required. These uses generally have unusual nuisance characteristics or are of a public or semipublic character often essential or desirable for the general convenience and welfare of the community. Because, however, of the nature of the use, the importance of the use's relationship to the comprehensive plan, or possible adverse impact on neighboring properties of the use, review, evaluation, and exercise of planning judgment relative to the location and site plan of the proposed use are required.  
...
5. *Conditions for approval.* A specific use permit shall be issued only if all of the following conditions have been found:
  - a. That the specific use will be compatible with and not injurious to the use and enjoyment of other property, nor significantly diminish or impair property values within the immediate vicinity;
  - b. That the establishment of the specific use will not impede the normal and orderly development and improvement of surrounding vacant property;

- c. That adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
  - d. The design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;
  - e. The adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
  - f. That directional lighting will be provided so as not to disturb or adversely affect neighboring properties;
  - g. That there are sufficient landscaping and screening to ensure harmony and compatibility with adjacent property; and
  - h. That the proposed use is in accordance with the comprehensive plan.
6. *Additional conditions.* In authorizing a specific use permit, the city council may impose additional reasonable conditions necessary to protect the public interest and welfare of the community.
7. *Time limit.* A specific use permit issued under this section shall expire two years after its date of issuance if construction or use authorized thereunder is not substantially under way prior to the expiration of said two-year period; provided, however, if, prior to the expiration of such two-year period, the owner of property to which a specific use permit applies requests, in writing, an extension thereof, the city council, after recommendation from the planning and zoning commission, may approve such extension for not more than two additional years. However, where the development is based on a long-term, multi-phased master plan, the specific use permit issued under this section shall have no expiration date. Further, any substantive change to the master plan shall require an amendment to the specific use permit.
8. *Revocation.* A specific use permit may be revoked or modified, after notice and hearing, for either of the following reasons:
- a. The specific use permit was obtained or extended by fraud or deception; or
  - b. That one or more of the conditions imposed by the permit has not been met or has been violated.
9. *Amendments.* The procedure for amendment of a specific use permit shall be the same as for a new application, provided, however, that the city manager may approve minor variations from the original permit which do not increase density, change traffic patterns, or result in any increase in external impact on adjacent properties or neighborhoods.

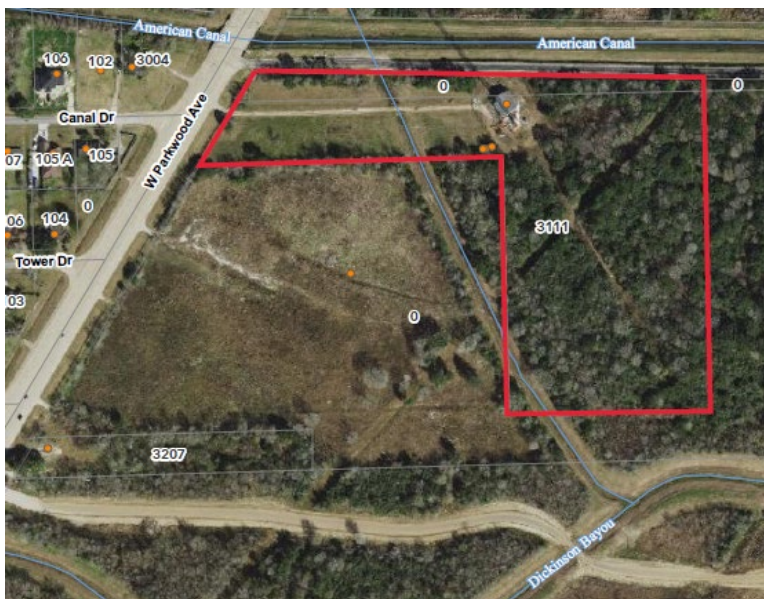
### **Proposed Use (Permitted Uses, Location, Size, etc.)**

Standard Constructors, Incorporated's main office is currently located in Houston near Hobby Airport; they have four other regional offices. It is a fourth-generation family construction company established in 1939 that provides heavy civil industrial contracting and project management for a diverse group of petrochemical, refining, and heavy commercial clients along the Gulf Coast and throughout the United States.

The site here in Friendswood will include a three-story office building, a one-story equipment building, and one-story equipment storage building and will house 40-60 employees.

### **Existing Use/Site Attributes**

The tract is currently undeveloped. It has some frontage on W. Parkwood Ave/FM 528 with most of the land area being set back from the roadway. The existing two-story building and tower built in 1980, which are not in the scope of this project and will remain on the property. There is also a bypass for drainage that connects to Dickinson Bayou. Pipeline easement crossing the property perpendicular to the drainage bypass.



*Aerial Map from Friendswood GIS*

### **Zoning History**

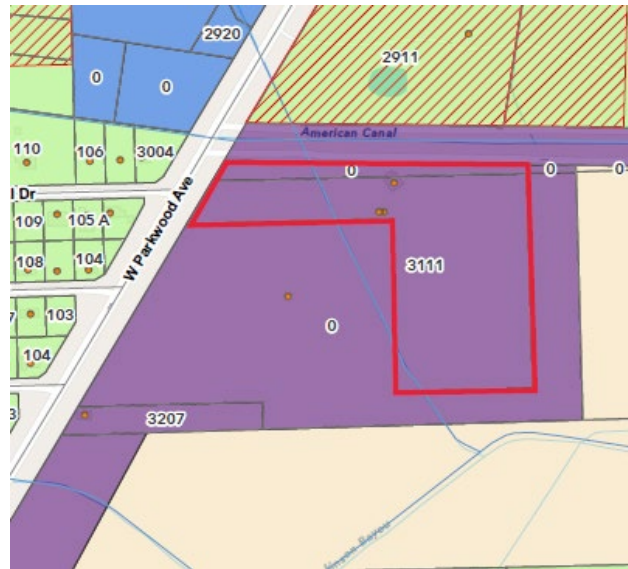
**Current Zoning:** Business Park (BP) – Ordinance 2001-06: zoning of the property was changed to Business Park (BP) as a result of the Vision 2020 plan concluding that the property is more appropriate for commercial and industrial uses rather than residential.

**Previous Zoning:** Single Family Residential (SFR) upon annexation in 1973 (Ordinance 178)

### **Adjacent Zoning/Land Use**

The property fronts FM 528, a TxDOT right-of-way and is surrounded by properties also zoned Business Park (BP) district. The private road leading to the Pearland Shooting Club is just to the north of the property.





Zoning Map from City of Friendswood GIS

### **Platting Analysis**

The subject tract consists of 15.5244 acres and is technically the remainder of two tracts of land from two different surveys and abstracts. Preliminary and final plats will be required to proceed with development and building permits. Easements will be required for the drainage bypass.

### **Current Planning Analysis**

The underlying and surrounding zoning district is Business Park(BP). The description of that district is below:

*BP, Business Park District.* The BP, Business Park District, is intended to encourage and permit light manufacturing and/or service operations and auxiliary retail and wholesale sales. The business may be individually owned or leased by a common owner. The types of uses, and the design and exterior appearance shall be so controlled as to maintain the integrity and be generally compatible with adjacent surrounding residential and commercial development. All services, manufacturing and storage are to be indoors. This district shall access or abut major thoroughfare and/or collector streets. It is intended that the business park be developed as a unit. Development of a business park district shall be developed on a minimum of 10,000 square feet and shall be subject to site plan approval by the planning and zoning commission.

The proximity to the gun range limits the types of developments that will be successful in the area. Additionally, the applicant has been able to plan around the other significant encumbrances on the property such as the drainage bypass, the communication/radio tower, and the pipeline.

### **Comprehensive Planning Analysis**

The Future Land Use Map identifies this tract as developing as “Office/Business Park.”

### **Infrastructure & City Service Delivery Impacts**

#### **Drainage and Floodplain:**

On-site detention will be required for the development. There are no high hazard risks of flooding associated with the property; it is in the Unshaded X floodplain, which is the least hazardous.

#### **Utilities:**

Capacity for water and wastewater is available for the development of this tract. A bore under FM 528 will be required to connect to water and sewer services.

#### **Transportation:**

Access for the business will be on FM 528/W Parkwood Ave, which is a state highway and capable of handling heavy equipment. FM 528 also provides access to Interstate 45 or Highway 35 for transporting equipment.

#### **Public Safety:**

There were no concerns from the Police Department. Private security monitoring with cameras is recommended to private property owners.

#### **School District:**

The property is located within Friendswood ISD's boundary. Other than providing additional tax revenue, the development will have no impact on the school district.

#### **Park/Open Space:**

Commercial property will have no impact on parkland for the City of Friendswood. Much of the land will be preserved with the existing trees.

## General Warranty Deed

**Notice of confidentiality rights: If you are a natural person, you may remove or strike any or all of the following information from any instrument that transfers an interest in real property before it is filed for record in the public records: your Social Security number or your driver's license number.**

Date: June 13, 2023

Grantor: TBD Land Company, a Texas for-profit Corporation, successor-in-interest to 1120 Tower Corporation, a Texas for-profit Corporation, by way of merger.

Grantor's Mailing Address: 2510 Ventura Drive, League City, TX 77573

Grantee: Debt Land Company, a Texas for-profit Corporation

Grantee's Mailing Address: 5900 Balcones Dr., Ste 100, Austin, TX 78731

Consideration: Ten and no/100 (\$10.00) Dollars and other good and valuable consideration.

Property (including any improvements):

The real property described in Exhibit A, attached hereto and made a part hereof

More commonly known as 3111 W. Parkwood Avenue, Friendswood,  
TX 77546

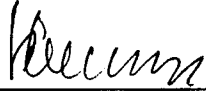
Reservations from Conveyance: None

Exceptions to Conveyance and Warranty: None

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

When the context requires, singular nouns and pronouns include the plural.

**GRANTOR:**



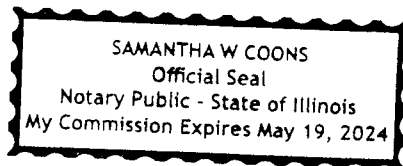
**Name: Ted Crewell**

**Title: President, TBD Land Company, a Texas for-profit Corporation**

STATE OF ILLINOIS                    )  
                                                          )  
COUNTY OF CHAMPAIGN            )

BEFORE ME, the undersigned authority, on this day personally appeared **Ted Crewell, President of TBD Land Company, a Texas for-profit Corporation**, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 13<sup>th</sup> day of June, 2023.



  
NOTARY PUBLIC in and  
for the State of Illinois

May 19 2024  
My Commission Expires

When recorded, return to:

Michael S. Batson  
2510 Ventura Drive  
League City, Texas 77573

Address of Grantee:

Debt Land Company  
5900 Balcones Dr., Suite 100  
Austin, Texas 78731



**EXHIBIT A**  
**REAL PROPERTY**

**EXHIBIT "A"**

**METES AND BOUNDS DESCRIPTION  
15.5244 ACRES OUT OF  
BEATTY, SEALE & FOREWOOD SURVEY, SECTION 5, A-625 &  
I. & G. N. R.R. COMPANY SURVEY, SECTION 23, A-624  
FRIENDSWOOD, GALVESTON COUNTY, TEXAS**

All that certain 15.5244 acres out of Beatty, Seale & Forewood Survey, Section 5, Abstract Number 625, and I. & G. N. R.R. Company Survey, Section 23, Abstract Number 624, Friendswood, Galveston County, Texas and being out of that certain tract as described in a deed dated 10-15-1987 from University of Houston to Bluebonnet Broadcasting Company as filed in the Official Records of Real Property of Galveston County at Clerk's File 87-42883 and Film Code Number 005-55-1347, and being more particularly described by metes and bounds as follows (bearings based on Texas Coordinate System of 1983, South Central Zone);

Beginning at a call and found 1" iron pipe marking the intersection of the southeasterly right-of-way of line F.M. 528 (West Parkwood) (180' wide) with the common south line of the Beatty, Seale & Forewood Survey, Section 5 Abstract Number 625 and the north line of the I. & G. N. R.R. Company Survey, Section 23, Abstract Number 624;

1. Thence N 29° 23' 50" E - 95.18' with the southeasterly right-of-way line of said F.M. 528 (West Parkwood) to a set 5/8" iron rod with cap (stamped C.L. DAVIS - RPLS 4464) for corner, from which a found 5/8" iron rod bears N 81° 05' 43" W - 1.64' for reference;
2. Thence N 88° 46' 50" E - 1,220.13' with the south line of that certain tract as described in a quit claim deed dated 02-16-2006 from Reginald C. Peterson, trustee to Reginald C. Peterson, trustee as filed in the Official Records of Real Property of Galveston County at Clerk's File Number 2006-011836 to a set 5/8" iron rod with cap (stamped C.L. DAVIS - RPLS 4464) for corner, from which a found 5/8" iron rod bears N 72° 54' 41" E - 0.76' for reference;
3. Thence S 03° 25' 10" E - 897.17' with the most easterly west line of that certain tract as described in a deed dated 03-23-1978 from D.D. Nadkarni to Dinanath D. Nadkarni as filed in Book 2963, Page 260 Galveston County Deed Records to a set 5/8" iron rod with cap (stamped C.L. DAVIS - RPLS 4464) for corner, from which a found 5/8" iron rod bears N 72° 52' 38" E - 0.56' for reference;
4. Thence S 86° 40' 50" W - 550.00' with the north line of said Dinanath D. Nadkarni tract to a found 5/8" iron rod for corner;
5. Thence N 03° 25' 10" W - 694.98' with the common line of said Dinanath D. Nadkarni tract to a set 5/8" iron rod with cap (stamped C.L. DAVIS - RPLS 4464) for corner, from which a found 1 1/2" iron pipe bears N 04° 51' 25" W - 1.09' for reference and from which a found 5/8" iron rod bears S 18° 26' 04" W - 1.15' for reference;
6. Thence S 86° 34' 50" W - 829.20' with the north line of said Dinanath D. Nadkarni to a call and found 1" iron pipe for corner;
7. Thence N 29° 23' 50" E - 200.00' with the southeasterly right-of-way line of said F.M. 528 (West Parkwood) to the POINT OF BEGINNING and containing 15.5244 acres (676.243 square feet) of land more or less.

This metes and bounds description is accompanied by a separate plat, drawing or exhibit per Texas Board of Professional Land Surveyor's "General Rules of Procedures and Practices" Section 663.19(9).

Compiled by: C.L. Davis & Company  
Job Number: 11-930 15.5AC M&B.doc  
02-06-2008  
Revised 02-27-2008

**NOTE: GRANTOR DOES NOT REPRESENT THAT THE ABOVE ACREAGE OR  
SQUARE FOOTAGE CALCULATIONS ARE CORRECT**

## FILED AND RECORDED

Instrument Number: 2023027911

Recording Fee: 34.00

Number Of Pages: 4

Filing and Recording Date: 06/16/2023 11:41AM

I hereby certify that this instrument was FILED on the date and time stamped hereon and RECORDED in the OFFICIAL PUBLIC RECORDS of Galveston County, Texas.



A handwritten signature in cursive script, reading "Dwight D. Sullivan".

Dwight D. Sullivan, County Clerk  
Galveston County, Texas

NOTICE: It is a crime to intentionally or knowingly file a fraudulent court record or instrument with the clerk.

**DO NOT DESTROY** - *Warning, this document is part of the Official Public Record.*

**From:** Ted Crewell <[tcrewell@gmail.com](mailto:tcrewell@gmail.com)>

**Sent:** Friday, May 3, 2024 1:19:12 PM

**To:** Brian Cubley <[yourealestatesold@gmail.com](mailto:yourealestatesold@gmail.com)>

**Subject:** 3111 W. Parkwood Avenue, Friendswood, TX -- Authorization for Special Use Permit Application

City of Friendswood

To Whom It May Concern:

My name is Ted Crewell. I am an Officer and Director of Debt Land Company, a Texas corporation, (hereinafter "the Company") and have been authorized by the Board of Directors to provide you with this information. The Company is the current owner of the real estate commonly known as 3111 W. Parkwood Avenue, Friendswood, TX comprising 15.52 acres, more or less, located within the city limits of the City of Friendswood. The Company has entered into a Contract to sell that property to Standard Constructors, Inc., a Texas corporation, or its assigns. The Company is aware of the need of Standard Constructors, Inc. and/or its assigns to apply for a Special Use Permit for its proposed utilization of the property. The Company hereby authorizes Standard Constructors, Inc., Robert C. Gulledge and Carlisle Gulledge, or any or all of them, to apply for and pursue a Special Use Permit for the use of Heavy and Civil Engineering Construction upon the real estate as provided for in its/their Application for Special Use Permit.

Should you have any questions or need anything further from me or the Company, do not hesitate to contact me.

Ted Crewell

(217) 778-4945

[tcrewell@gmail.com](mailto:tcrewell@gmail.com)



**ZONED BUSINESS PARK (BP) CLASSIFICATION CHANGED TO BP-CONSTRUCTION**

| BP                   |                                                |
|----------------------|------------------------------------------------|
| Address:             | 2111 W PARKWOOD AVE<br>FRIENDS, MOOZ, TX 77156 |
| Zoning:              | BP                                             |
| Special Use Permits: | N/A                                            |
| Ordinance Number:    | 2007-06                                        |
| EPC ID:              | Ordinance                                      |
| Status:              | Active                                         |
| Amount:              | 13,007,403                                     |
| Easement:            | N/A                                            |

**PROJECT INFORMATION:**

**STANDARD CONSTRUCTORS**  
3111 W PARKWOOD AVE FRIENDSWOOD TEXAS 77546

**STANDARD CONSTRUCTORS**  
3111 W PARKWOOD AVE FRIENDSWOOD TEXAS 77546

**PROJECT DESCRIPTION:**  
NEW COMMERCIAL SITE DEVELOPMENT TO INCLUDE DETENTION,  
PARKING, DRIVEWAYS, SIDEWALKS, LANDSCAPING, UTILITIES, AND  
3 STORY (TYPE 2B) ~18,600 SF OFFICE BUILDING, 1 STORY (2B) ~25,000 SF  
STORAGE BUILDING, & 1 STORY (2B) ~20,000 SF STORAGE BUILDING.

CITY OF FRIENDSWOOD ADOPTED CODES:  
2018 INTERNATIONAL BUILDING CODE  
2018 INTERNATIONAL FIRE CODE  
2018 NATIONAL FIRE PROTECTION ASSOCIATION & LIFE SAFETY CODE  
2018 INTERNATIONAL MECHANICAL CODE  
2018 INTERNATIONAL PLUMBING CODE  
2018 INTERNATIONAL FUEL GAS CODE  
2017 NATIONAL ELECTRICAL CODE  
2018 INTERNATIONAL ENERGY CONSERVATION CODE  
2010 ADA STANDARDS FOR ACCESSIBLE DESIGN  
2012 TEXAS ACCESSIBILITY STANDARDS

**BUILDING 1 (OFFICE: CONCRETE TILT PANEL)**

**NUMBER OF STORIES:** 3 STORY

**2B - 100% SPRINKLER**

**PER SECTION 602 TABLE 601**

**BUILDING 2 (STORAGE: PRE-ENGINEERED METAL BUILDING)**

**NUMBER OF STORIES:** 1 STORY

**2B - NON-SPRINKLERED (60 FOOT CLEAR SIDE YARD)**

**PER SECTION 602 TABLE 601**

**BUILDING 2 (STORAGE: PRE-ENGINEERED METAL BUILDING)**

**NUMBER OF STORIES:**

**2B - NON-SPRINKLERED (60 FOOT CLEAR SIDE YARD)**

**PER SECTION 602 TABLE 601**

**2B CONSTRUCTION - FIRE RATED ASSEMBLIES**

**PRIMARY STRUCTURAL FRAME:** 0 HOUR

**BEARING WALLS:**

**EXTERIOR** 0 HOUR

**INTERIOR** 0 HOUR

**SHAFT ENCLOSURES:** 0 HOUR

**FLOOR CONSTRUCTION:** 0 HOUR

**ROOF CONSTRUCTION:** 0 HOUR

THE FIRE ALARM PLANS SHALL BE DESIGNED, DRAWN, AND SUBMITTED SEPARATELY BY A STATE OF TEXAS LICENSED DESIGN FIRM AT A LATER DATE.

A SEPARATE PERMIT FOR THE FIRE ALARM SYSTEM AND RELATED ITEMS SHALL BE OBTAINED AT THAT TIME.

**B - BUSINESS GROUP (INCLUDING ACCESSORY USE AREAS)**  
**1 PERSON / 100 SF (GROSS AREA)**  
 PER SECTION 304.1  
 AREA OF B (OFFICE): 18,000 S.F.  
 MAXIMUM OCCUPANT LOAD (AREA OF B): 120  
 PER TABLE 1004.1.2

**S2 - STORAGE GROUP (INCLUDING ACCESSORY USE AREAS)**  
**1 PERSON / 400 SF (GROSS AREA)**  
 PER SECTION 304.1  
 AREA OF S (WAREHOUSE): 25,000+20,000 = 45,000 S.F.  
 MAXIMUM OCCUPANT LOAD (AREA OF S2): 90  
 PER TABLE 1004.1.2

**MAXIMUM OCCUPANT LOAD (BUILDING): 210**

EXIT DOOR WIDTH: 3 DOORS AT 34" WIDE EACH  
2' / PERSON  
510 PEOPLE MAX ALLOWABLE  
16 ACTUAL MAXIMUM OCCUPANCY PER TYPE OF USE

CORRIDOR WIDTH FROM SUITE TO FIRE STAIR IS 120" ACTUAL MEASURED  
MINIMUM CORRIDOR WIDTH ALLOWED: 44" PER SEC. 1020.2  
MINIMUM STAIR WIDTH: 44"

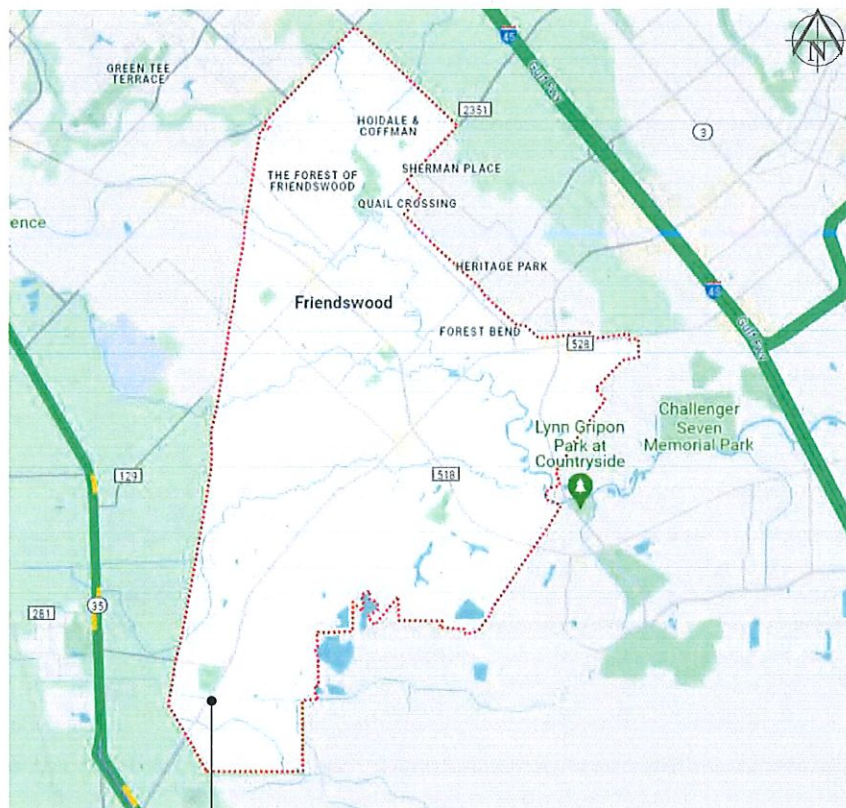
PER TABLE 906.3(1), 906.3(2), AND NFPA 10  
MAXIMUM FLOOR AREA PER EXTINGUISHER 11,250 S.F.  
3037 S.F. ON ENTIRE 1TH FLOOR/11,250 S.F  
1 FIRE EXTINGUISHERS MINIMUM REQUIRED  
2 FIRE EXTINGUISHERS PROVIDED  
MAXIMUM TRAVEL DISTANCE TO EXTINGUISHER 75 FT  
BASIC MINIMUM EXTINGUISHER RATING IS: 2-A IN B OCCUPANCY

|      |                                                             |
|------|-------------------------------------------------------------|
| FE-C | FIRE EXTINGUISHER CABINET, SEMI-RECESSED<br>(TAS COMPLIANT) |
| FE-B | FIRE EXTINGUISHER BRACKET, (TAS COMPLIANT)                  |

\* FINAL LOCATIONS AND NUMBER OF FIRE EXTINGUISHERS ARE AT LOCAL FIRE MARSHAL/CODE OFFICIAL DISCRETION

FLAME SPREAD REQUIREMENTS FOR NON-SPRINKLERED SPACE

| GROUP | EXIT ENCLOSURES AND<br>EXIT PASSAGEWAYS | CORRIDORS | ROOMS AND<br>ENCLOSED SPACES |
|-------|-----------------------------------------|-----------|------------------------------|
| B     | A                                       | B         | C                            |
| C     | B                                       | B         | C                            |



This map illustrates the complex highway system of Houston, Texas. Major interstate highways are shown as thick orange lines, while other significant roads are depicted in yellow. The city's name, "Houston," is prominently displayed in the center. Several major airports are highlighted with blue circular icons and labels: West Houston Airport (IWS), Spring Valley Village Airport (F96), George Bush Intercontinental Airport (IAH), William P. Hobby Airport (HOU), and Houston Southwest Airport (AHN). The map also shows various bodies of water, including Lake Houston, Lake Conroe, and several smaller lakes like Nacogdoches and Spring Creek. Surrounding areas are labeled with names such as Magnolia, Pasadena, Spring, Humble, and Baytown. A compass rose in the top right corner indicates North.



5150 Westheimer, Suite 430, Houston, Texas 77056 713.318.3400

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CONSTRUCTION

## STANDARD CONSTRUCTORS

**STANDARD  
CONSTRUCTORS**  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

**PROJECT INFO.**

**STANDARD CONSTRUCTORS**  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

PROJECT NO.  
STANDARD2023-4

| ISSUE |          |                          |
|-------|----------|--------------------------|
| NO    | DATE     | DESCRIPTION              |
| 1     | 04.10.23 | SITE SCHEMATIC + PRICING |
| 2     | 05.05.24 | ZONING APPROVAL          |
| 3     | 05.20.24 | ZONING COMMENTS          |
| 4     | 05.23.24 | ZONING SUP COMMENTS      |
| 5     | 05.30.24 | ZONING FM COMMENTS       |

SHEET TITLE

**PROJECT INFORMATION**

SHEET NO.

**A0.10**





1100 Westheimer, Suite 400, Houston, Texas 77018  
713.213.3400  
SEAL

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CONSTRUCTORS

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CONSTRUCTORS  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

PROJECT NO.  
STANDARD2023-4

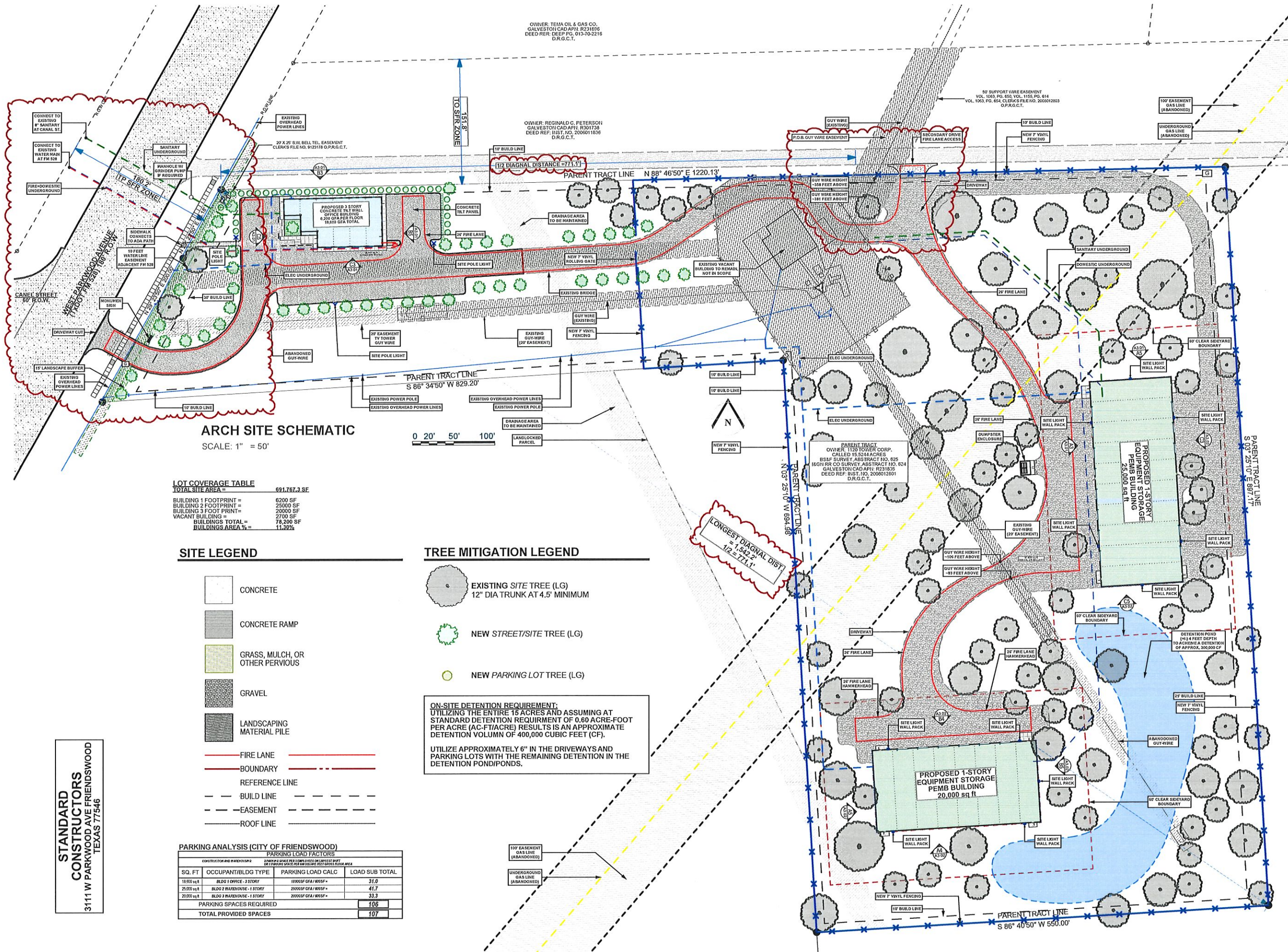
PROJECT NO.  
STANDARD2023-4

ISSUE  
NO DATE DESCRIPTION  
1 04.10.23 SITE SCHEMATIC + PRICING  
2 05.05.24 ZONING APPROVAL  
3 05.20.24 ZONING COMMENTS  
4 05.23.24 ZONING SUP COMMENTS  
5 05.30.24 ZONING FM COMMENTS

SHEET TITLE  
SITE PLAN

SHEET NO.

A1.01



### ARCH SITE SCHEMATIC

SCALE: 1" = 50'

| LOT COVERAGE TABLE     |              |
|------------------------|--------------|
| TOTAL SITE AREA =      | 691,767.3 SF |
| BUILDING 1 FOOTPRINT = | 6200 SF      |
| BUILDING 2 FOOTPRINT = | 25000 SF     |
| BUILDING 3 FOOTPRINT = | 20000 SF     |
| VACANT BUILDING =      | 2700 SF      |
| BUILDINGS TOTAL =      | 78,200 SF    |
| BUILDINGS AREA % =     | 11.30%       |

### SITE LEGEND

- CONCRETE
- CONCRETE RAMP
- GRASS, MULCH, OR OTHER PERVIOUS
- GRAVEL
- LANDSCAPING MATERIAL PILE
- FIRE LANE
- BOUNDARY
- REFERENCE LINE
- BUILD LINE
- EASEMENT
- ROOF LINE

### TREE MITIGATION LEGEND

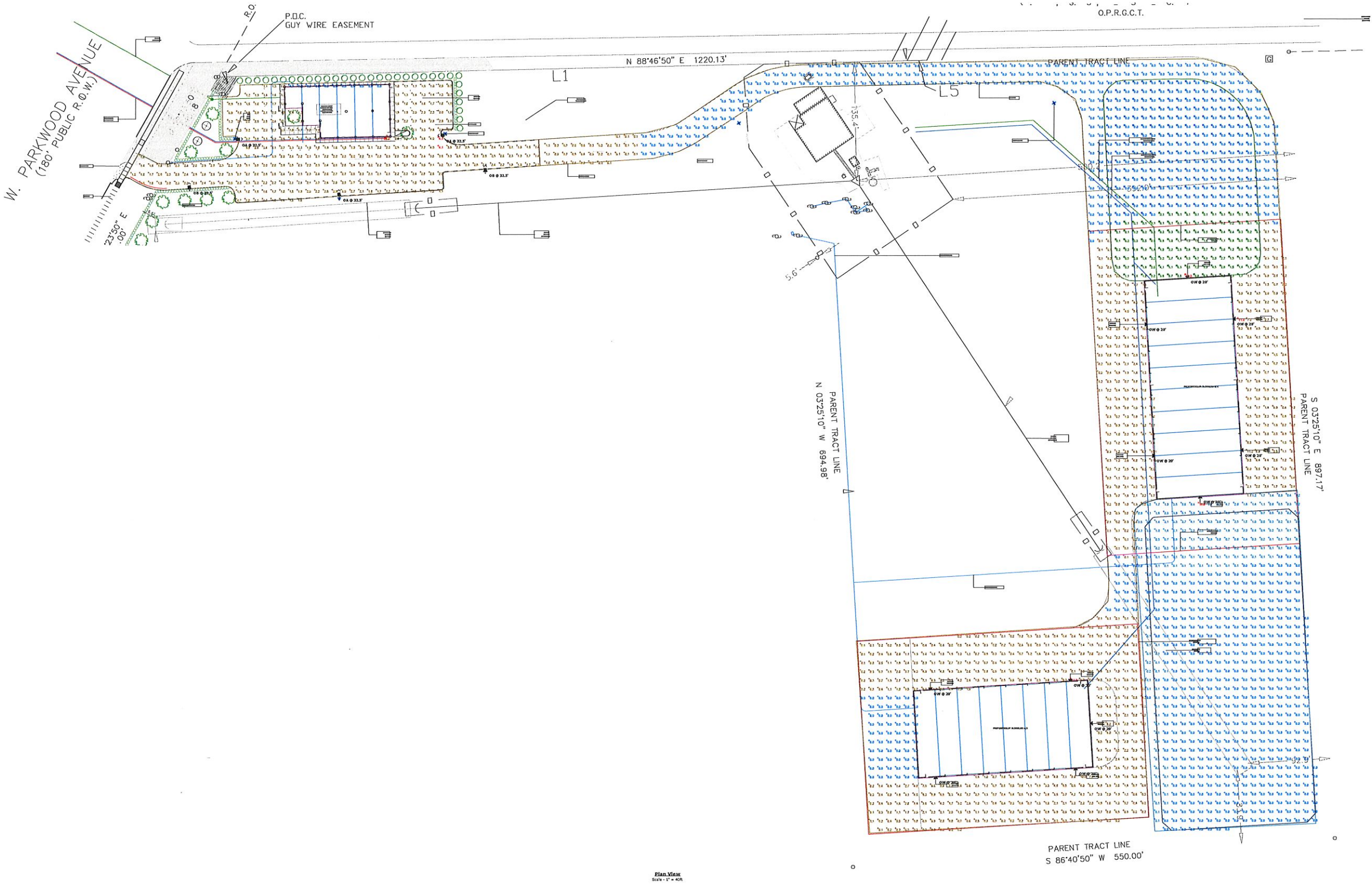
- EXISTING SITE TREE (LG)  
12" DIA TRUNK AT 4.5' MINIMUM
- NEW STREET/SITE TREE (LG)
- NEW PARKING LOT TREE (LG)

ON-SITE DETENTION REQUIREMENT:  
UTILIZING THE ENTIRE 15 ACRES AND ASSUMING AT  
STANDARD DETENTION REQUIREMENT OF 0.60 ACRE-FOOT  
PER ACRE (AC-FT/ACRE) RESULTS IS AN APPROXIMATE  
DETENTION VOLUME OF 400,000 CUBIC FEET (CF).  
UTILIZE APPROXIMATELY 6" IN THE DRIVEWAYS AND  
PARKING LOTS WITH THE REMAINING DETENTION IN THE  
DETENTION POND/PONDS.

### PARKING ANALYSIS (CITY OF FRIENDSWOOD)

| PARKING LOAD FACTORS    |                            |                          |                |
|-------------------------|----------------------------|--------------------------|----------------|
| SQ. FT                  | OCCUPANT/BLDG TYPE         | PARKING LOAD CALC        | LOAD SUB TOTAL |
| 18,000 sq ft            | BLDG 1 OFFICE - 3 STORY    | 18,000 SF GFA / 800 SF + | 31.0           |
| 25,000 sq ft            | BLDG 2 WAREHOUSE - 1 STORY | 25,000 SF GFA / 800 SF + | 41.7           |
| 20,000 sq ft            | BLDG 3 WAREHOUSE - 1 STORY | 20,000 SF GFA / 800 SF + | 33.3           |
| PARKING SPACES REQUIRED |                            |                          | 106            |
| TOTAL PROVIDED SPACES   |                            |                          | 107            |





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PROJECT INFO.  
STANDARD CONSTRUCTORS  
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PROJECT NO.  
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| 1  | 04.10.23 | SITE SCHEMATIC + PRICING |
| 2  | 05.05.24 | ZONING APPROVAL          |
| 3  | 05.20.24 | ZONING COMMENTS          |
| 4  | 05.23.24 | ZONING SUP COMMENTS      |
| 5  | 05.30.24 | ZONING FM COMMENTS       |

SHEET TITLE  
SITE PHOTOMETRIC  
PLAN

SHEET NO.  
A1.02

| Schedule | Symbol | Label | Image | Quantity | Manufacturer | Coloring Number | Description                                                                                                    | File Name                           | Lumen<br>Per<br>Foot | Light Loss<br>Factor | Wattage  | Efficiency | Discrete<br>Size                                         |
|----------|--------|-------|-------|----------|--------------|-----------------|----------------------------------------------------------------------------------------------------------------|-------------------------------------|----------------------|----------------------|----------|------------|----------------------------------------------------------|
| OA       | OA     | Image | 3     | 1        | LED          | 4000K           | D-Series Size 1 Area Luminaire<br>P9 Performance Package 4000K<br>CCT 80 CRI Type 4 Medium<br>Household Shield | D504_LED_P9_4000K_80CRI_T4_H_SG.txd | 27240                | 0.9                  | 277.0702 | 100%       | TYPE IV,<br>MEDIUM,<br>BUG<br>RATING:<br>B3 - U0 -<br>OS |
| OB       | OB     | Image | 2     | 1        | LED          | 4000K           | D-Series Size 1 Area Luminaire<br>P9 Performance Package 4000K<br>CCT 80 CRI Type 4 Medium<br>Household Shield | D504_LED_P9_4000K_80CRI_T2_H_SG.txd | 26760                | 0.9                  | 277.0702 | 100%       | TYPE IB,<br>MEDIUM,<br>BUG<br>RATING:<br>B3 - U0 -<br>OS |
| OW       | OW     | Image | 11    | 1        | LED          | 4000K           | WIDE4 LED P6 T0CR1<br>A3 4000K                                                                                 | WIDE4_LED_P6_T0CR1_A3_4000K.txd     | 25230                | 0.9                  | 185.23   | 100%       | TYPE IB,<br>SHORT,<br>BUG<br>RATING:<br>B3 - U0 -<br>OS  |

| Statistics                          |        |        |         |        |         |         |  |
|-------------------------------------|--------|--------|---------|--------|---------|---------|--|
| Description                         | Symbol | Avg    | Max     | Min    | Max/Min | Avg/Min |  |
| Grass area Between drives           | ✖      | 0.5 fc | 11.3 fc | 0.0 fc | N/A     | N/A     |  |
| Open area SE corner                 | +      | 0.3 fc | 10.8 fc | 0.0 fc | N/A     | N/A     |  |
| Proposed 3 Storey Parking and Drive | +      | 2.1 fc | 4.1 fc  | 0.0 fc | N/A     | N/A     |  |
| Drive to proposed warehouses        | +      | 1.2 fc | 11.3 fc | 0.0 fc | N/A     | N/A     |  |



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PROJECT INFO:  
STANDARD CONSTRUCTORS  
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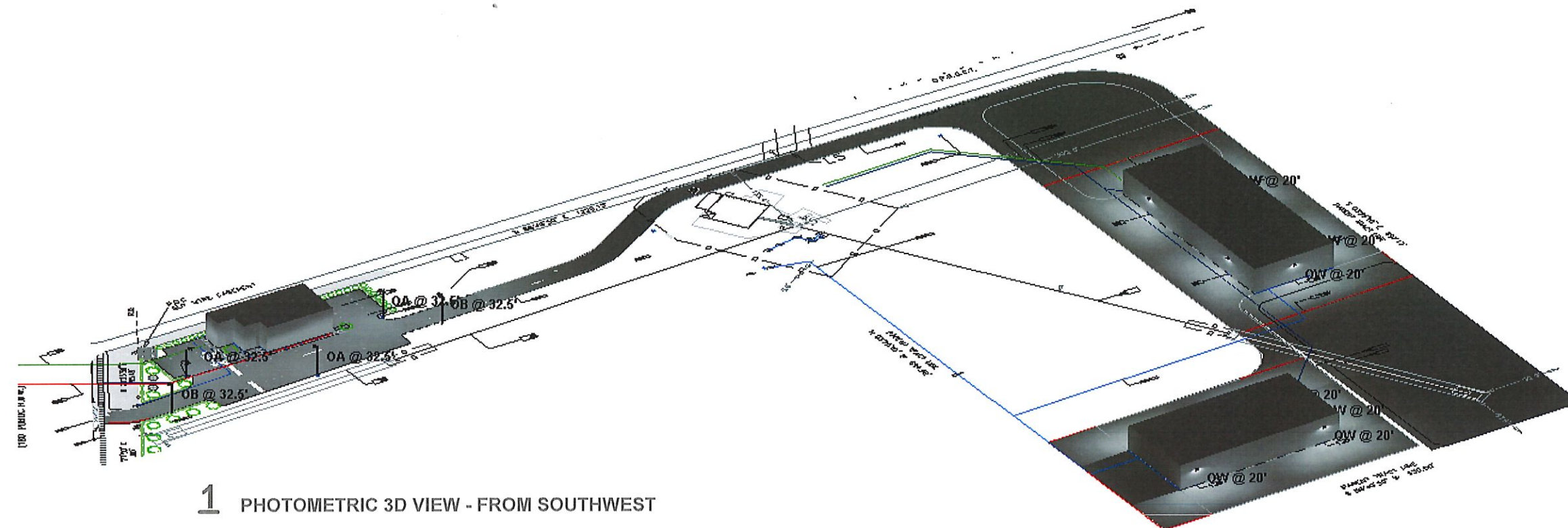
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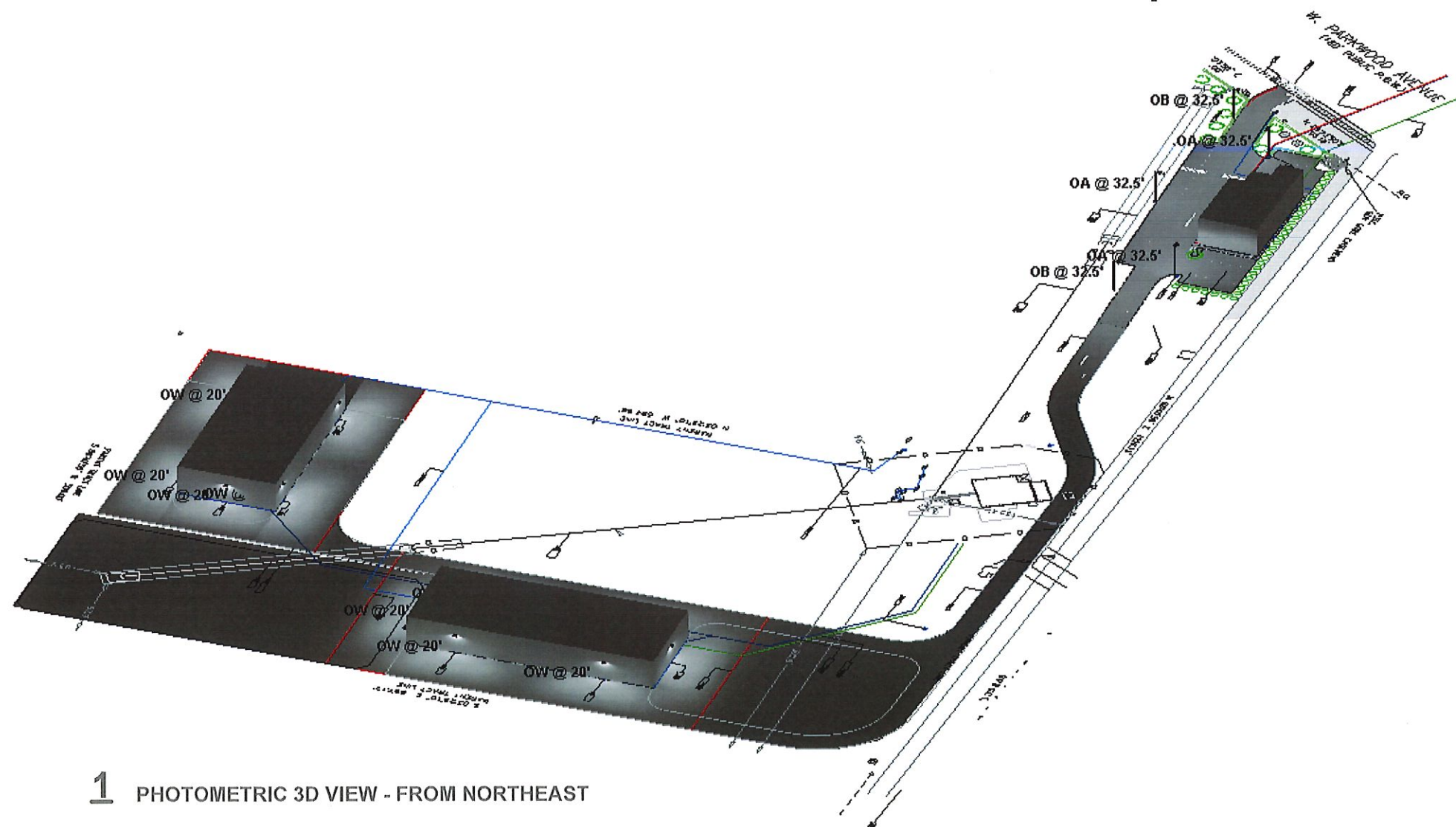
SHEET TITLE  
PHOTOMETRIC VIEWS

SHEET NO.

A1.03

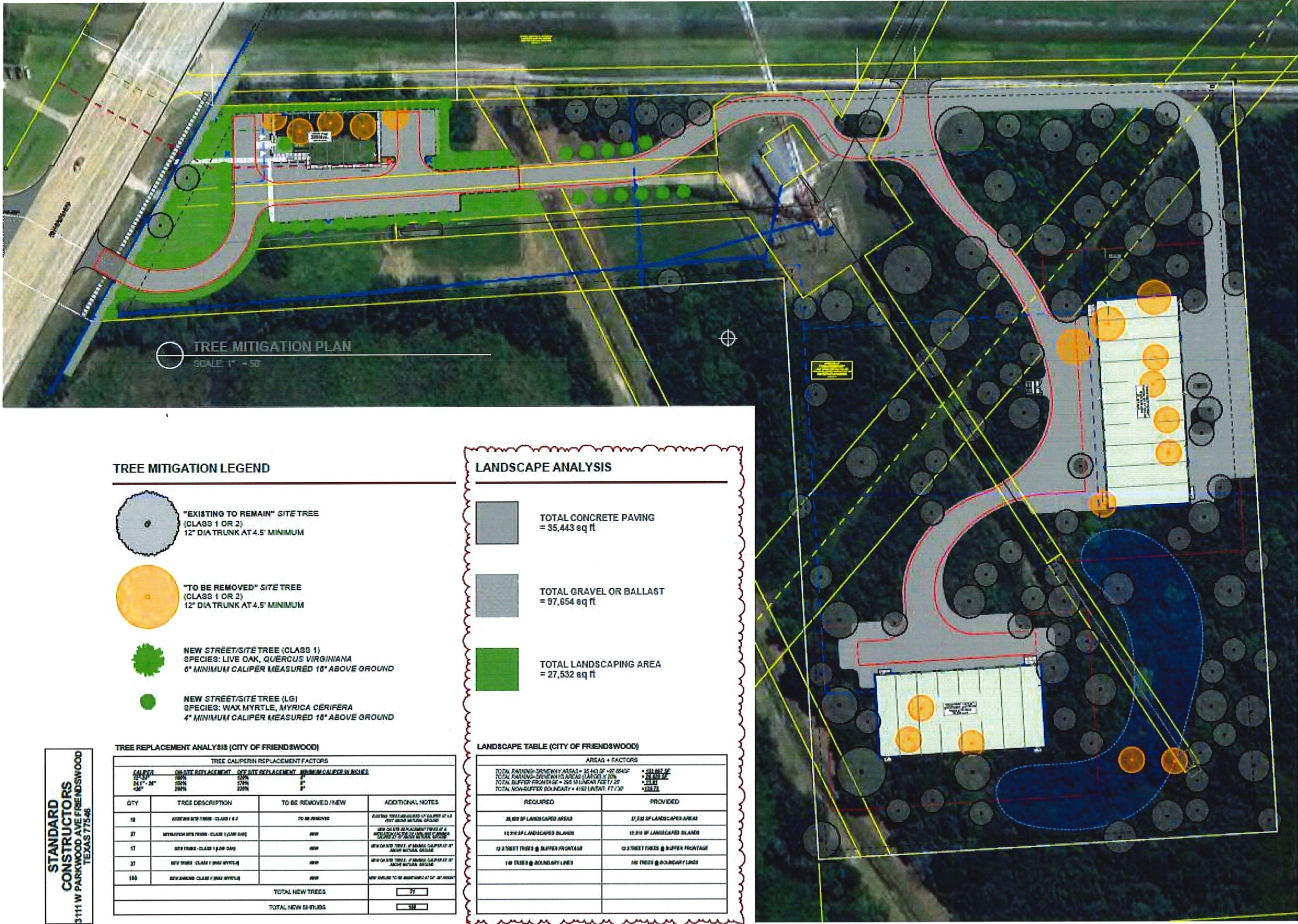


1 PHOTOMETRIC 3D VIEW - FROM SOUTHWEST



1 PHOTOMETRIC 3D VIEW - FROM NORTHEAST





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STANDARD CONSTRUCTORS  
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FRIENDSWOOD TEXAS 77546

STANDARD CONSTRUCTORS

- 1 24.10.21 SITE SCHEMATIC + PRELIM
- 2 06.08.24 DESIGN APPROVAL
- 3 08.20.24 DESIGN COMMITTEE
- 4 08.20.24 DESIGN RFP COMMENTS
- 5 08.20.24 DESIGN PM COMMENTS
- 6 08.08.24 DESIGN PLANNING COMMENTS

TREE MITIGATION PLAN

A1.04



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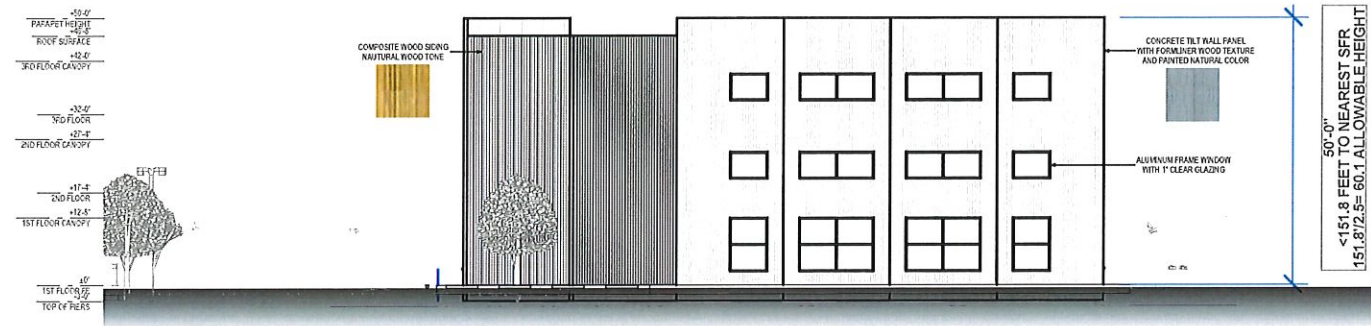
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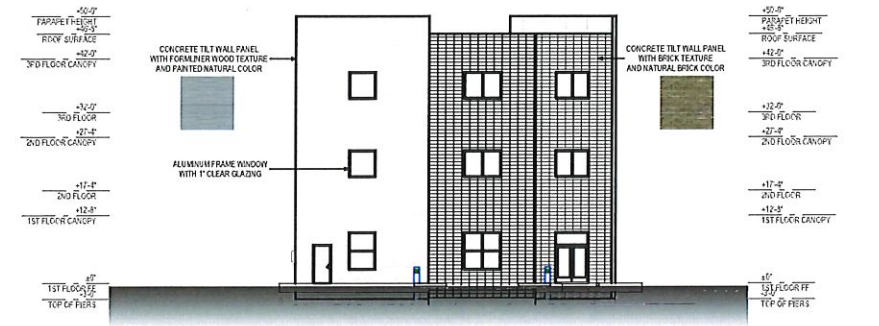
SHEET TITLE  
SHELL ELEVATIONS

SHEET NO.

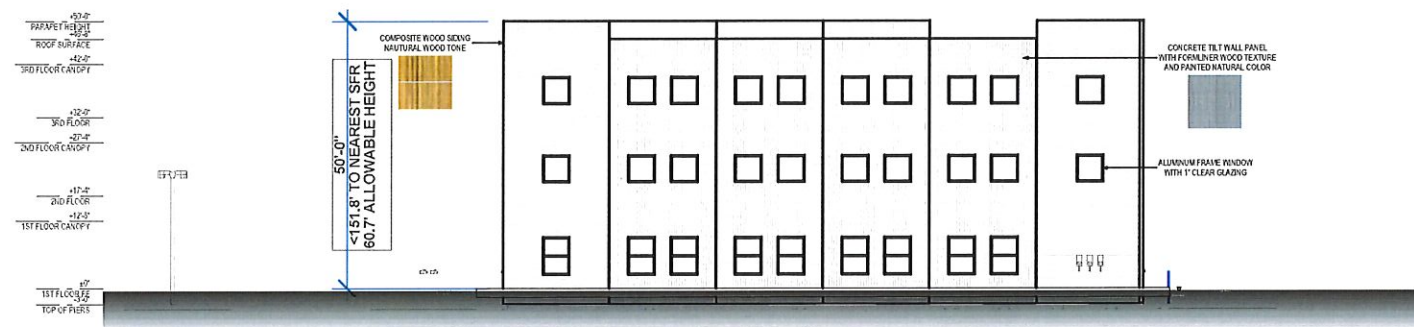
A3.01



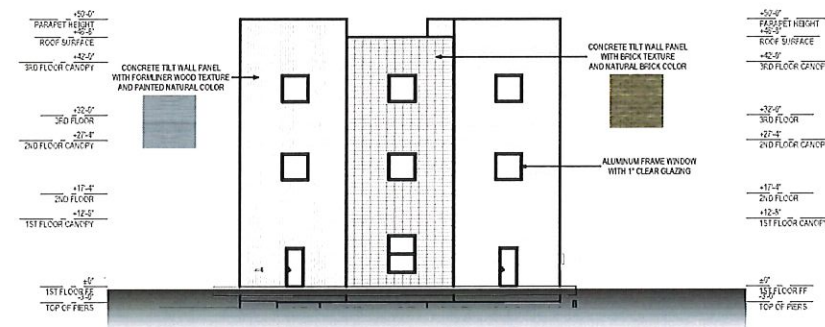
BUILDING 1 - SOUTH **C3**  
SCALE: 1/16" = 1'-0"



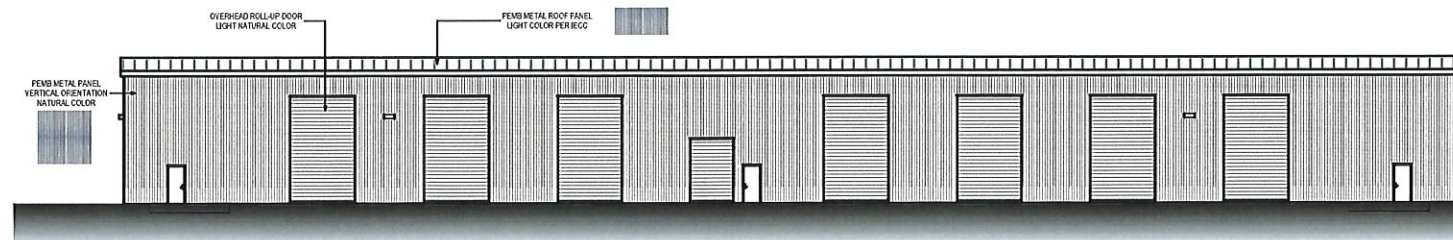
BUILDING 1 - WEST **C5**  
SCALE: 1/16" = 1'-0"



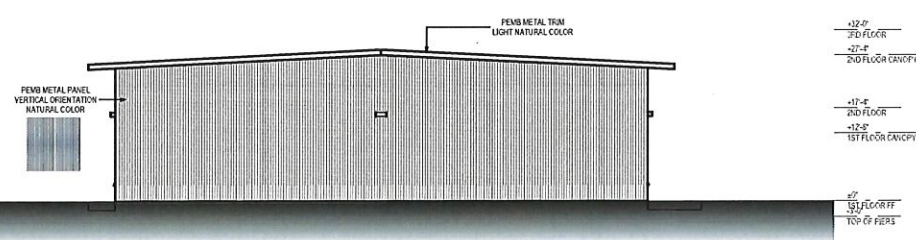
BUILDING 1 - NORTH **B3**  
SCALE: 1/16" = 1'-0"



BUILDING 1 - EAST **B5**  
SCALE: 1/16" = 1'-0"



BUILDING 2 - WEST **A3**  
SCALE: 1/16" = 1'-0"



BUILDING 2 - NORTH **A5**  
SCALE: 1/16" = 1'-0"



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FRIENDSWOOD TEXAS 77546

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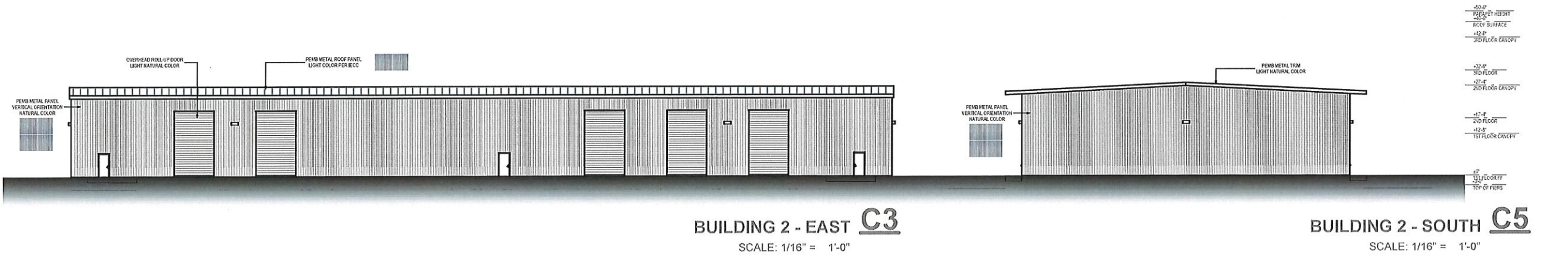
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SHEET TITLE  
SHELL ELEVATIONS

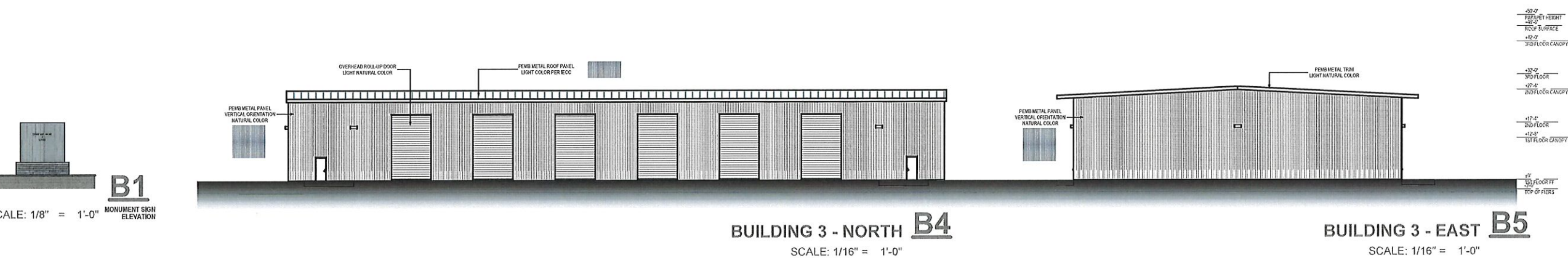
SHEET NO.

A3.02



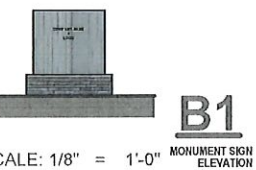
BUILDING 2 - EAST **C3**  
SCALE: 1/16" = 1'-0"

BUILDING 2 - SOUTH **C5**  
SCALE: 1/16" = 1'-0"

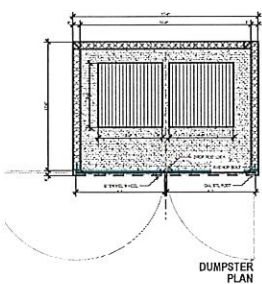


BUILDING 3 - NORTH **B4**  
SCALE: 1/16" = 1'-0"

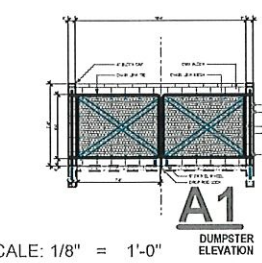
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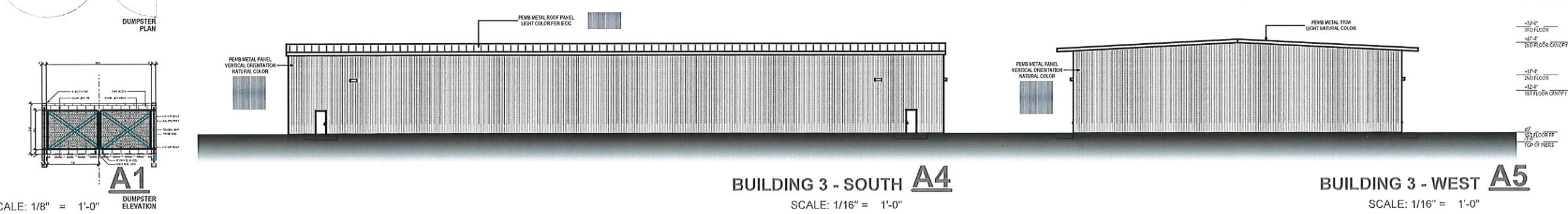
**B1**  
MONUMENT SIGN  
ELEVATION



**A1**  
DUMPSTER  
PLAN



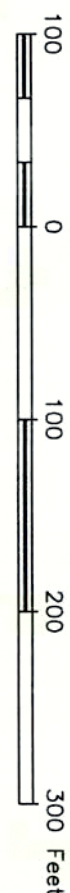
**A1**  
DUMPSTER  
ELEVATION



BUILDING 3 - SOUTH **A4**  
SCALE: 1/16" = 1'-0"

BUILDING 3 - WEST **A5**  
SCALE: 1/16" = 1'-0"





DATE 4/11/2008 2090  
MICHAEL A. den UYL  
R.P.L.S. No.

I HEREBY CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND ON 01-31-2008 AND THAT THIS DRAWING SUBSTANTIALLY COMPLETES WITH THE CURRENT REASONS FOR THE REVISIONS OF THE EXISTING STANDARDS AND SPECIFICATIONS FOR A CATEGORY 1A CONDITION II SURVEY.

THIS CERTIFICATION IS REMOVED AND THE SURVEY NULL AND VOID IF THIS DOCUMENT IS ALTERED IN ANY MANNER, OR DOES NOT BEAR AN ORIGINAL SEAL AND SIGNATURE OF THE SURVEYOR.

- NOTES:

1. THE SATELITE HAS REELED ON THE COMMENT FOR INSURANCE ISSUED BY TITLE RESOURCES GUARANTEE CO. CASE NO. 2007-FW-118671-D (00660), EFFECTIVE DATE 01/01/2007, AND THE PROPERTY SURVEYED IS THAT DESCRIBED IN THE POLICY.
2. THE BASIS OF BEARINGS SHOWN IS REFERENCED TO THE TEXAS COORDINATE SYSTEM OF 1983, SOUTH CENTRAL ZONE.
3. THE SUBJECT PROPERTY SHOWN HEREON IS LOCATED IN "X" UNSHADED, ACCORDING TO THE FEDERAL EMBLEMED MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP NO. 48848-A-0005E, DATED SEPTEMBER 22, 1999. THIS DETERMINATION HAS BEEN MADE BY SCALING THE PROPORTION ON THE REFERENCED MAP AND IS NOT A RESULT OF AN ELEVATION SURVEY.
4. THE BUILDINGS OR IMPROVEMENTS SHOWN HEREON REPRESENT THE OUTLINE AT GROUND SURFACE LEVEL, UNLESS OTHERWISE NOTED.
5. THE UTILITY APPURTENANCES (i.e., utility poles, inlets, manholes, etc.) SHOWN HEREON ARE THOSE VISIBLE AT THE TIME OF SURVEY AND MAY NOT BE COMPLETE.
6. TRACT SHOWN HEREON SUBJECT TO CITY OF FORT WORTH BUILDING ORDINANCE.
7. THIS SURVEY PLAT IS ACCOMPANIED BY A SEPARATE MEASUREMENT AND BOUNDARY DESCRIPTION PER TEXAS BOARD OF PROFESSIONAL LAND SURVEYORS' "GENERAL RULES OF PROCEDURES AND PRACTICES" SECTION 663.19(f).
8. ALL SET CAPPED ROOST STAMPED "C.L. DAVIS, RPLS 44448" ARE LOCATED ON THE FOLLOWING:
9. RECORD INSTRUMENT STATES THAT THE CATHODIC PROTECTION SYSTEM CONSISTS OF THE FOLLOWING APPURTENANCES: ONE SERVICE POLE WITH MOUNTED RECTIFIER AND 2 x 2 ZINC ANODES, ONE CONCRETE FOUNDATION AND FUNCTION BOX ABOVE GROUND, AND TWO 1/2" DIA. GALV. STEEL RODS WITH 10' OF GROUND ELECTRIC CABLES AND DEEP WET GROUND BED.


**C.L. DAVIS & CO.**  
 LAND SURVEYING  
 11850 WINDING WAY  
 FRIEDRICH, TEXAS 77546  
 FAX 281-482-1284

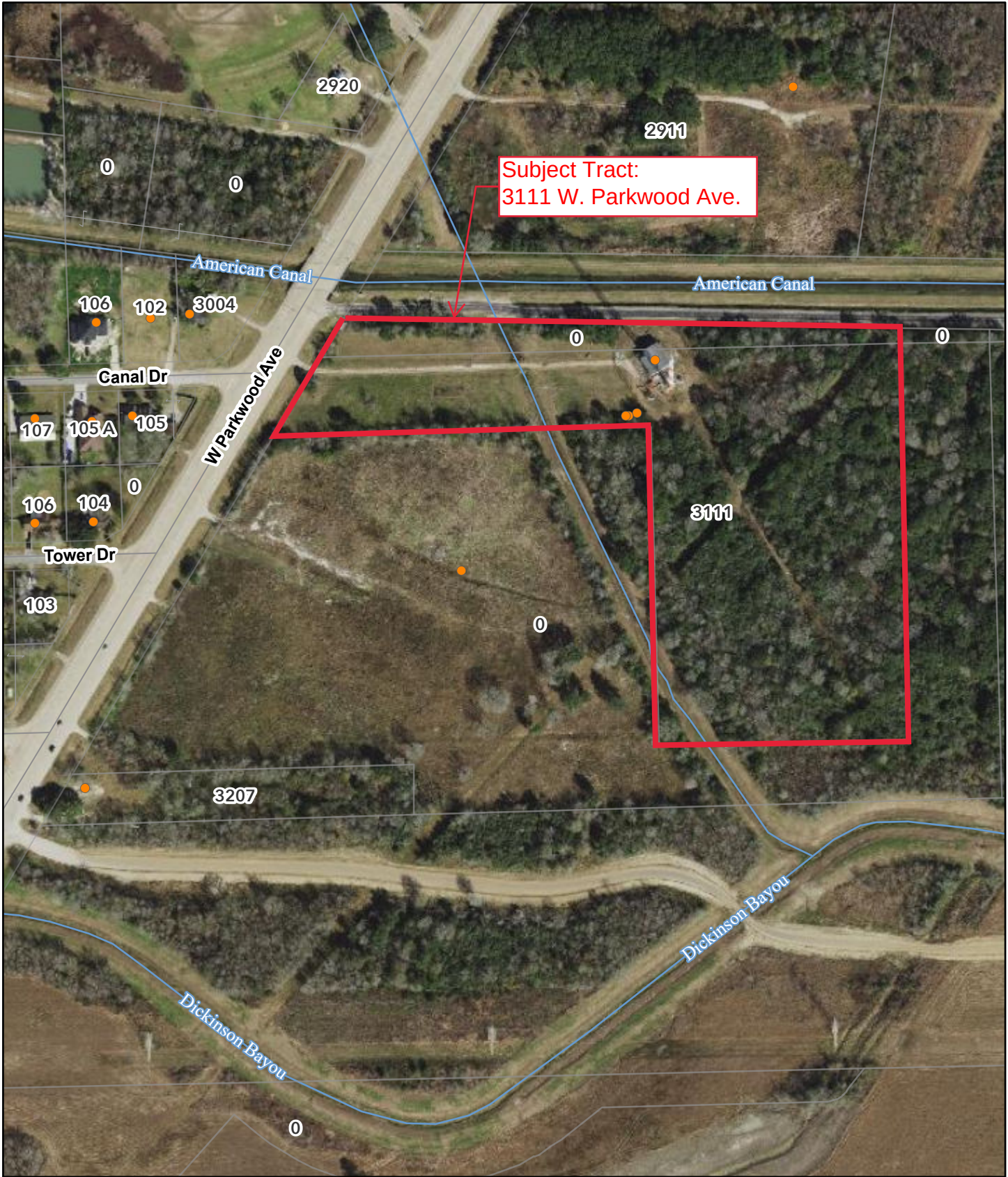
**LAND TITLE SURVEY**

**15.9244 ACRES OUT OF  
 BEATTY, SEALE & FOREWOOD SURVEY,  
 SECTION 5, A-625  
 AND 1&6IN. R.R. COMPANY SURVEY,  
 SECTION 23, A-624  
 FRIENDSWOOD, GALVESTON COUNTY, TEXAS**

DATE: 02-04-2008  
 DRAWING TITLE: 11-930-08D  
 SCALE: 1" = 100'  
 JOB NO: 11-930



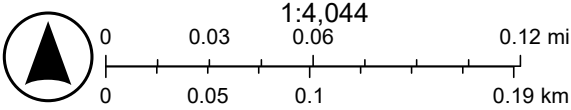
City of Friendswood



Subject Tract:  
3111 W. Parkwood Ave.

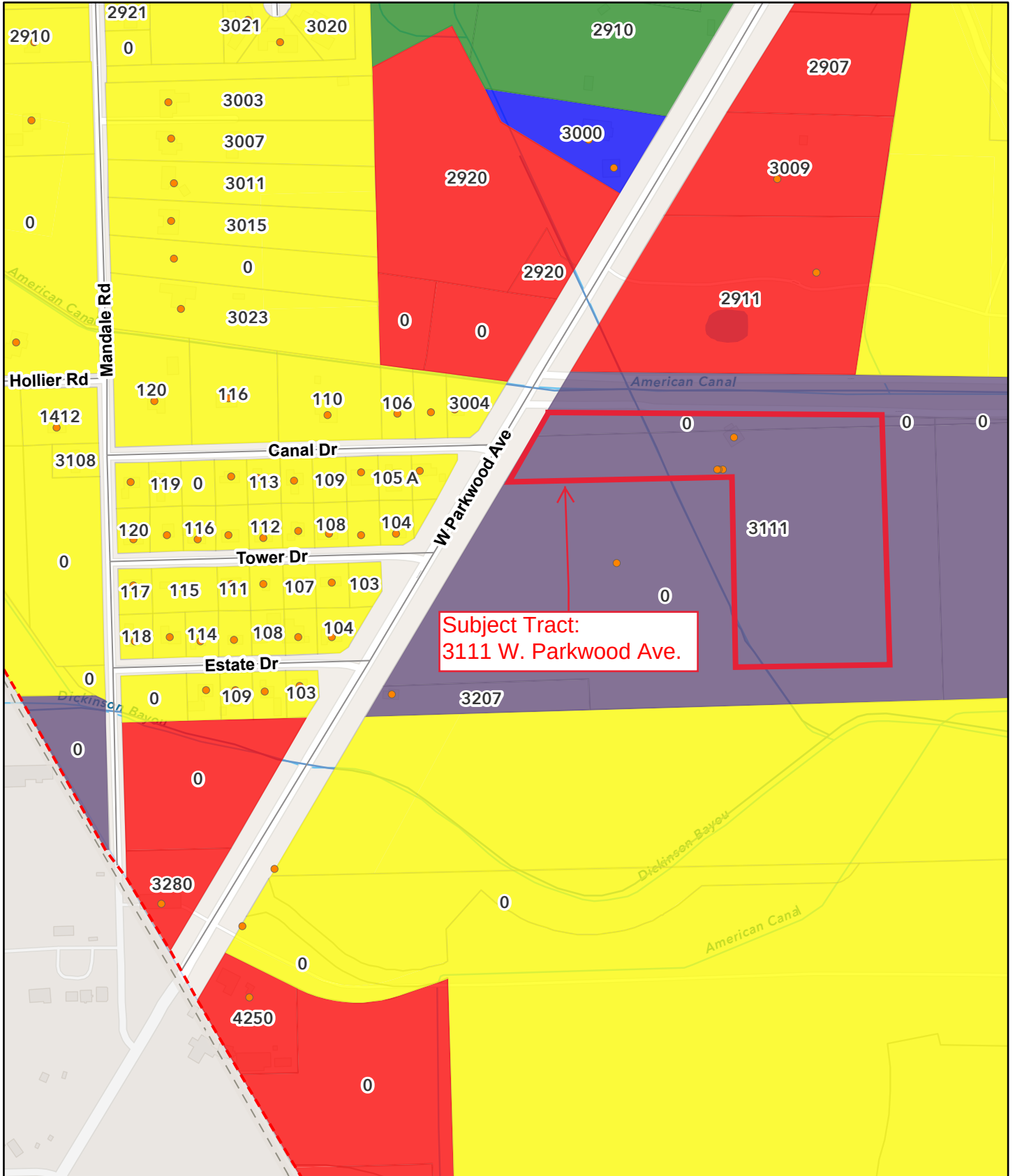
5/8/2024, 12:52:52 PM

- Address Points
- City Limit
- GCAD Lot lines
- Parcels (grey)
- Streets
- Water Lines



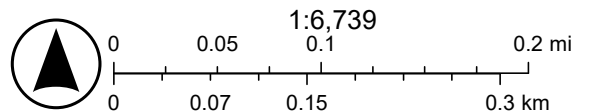
Houston- Galvesotn Area Council

# City of Friendswood



5/8/2024, 12:51:09 PM

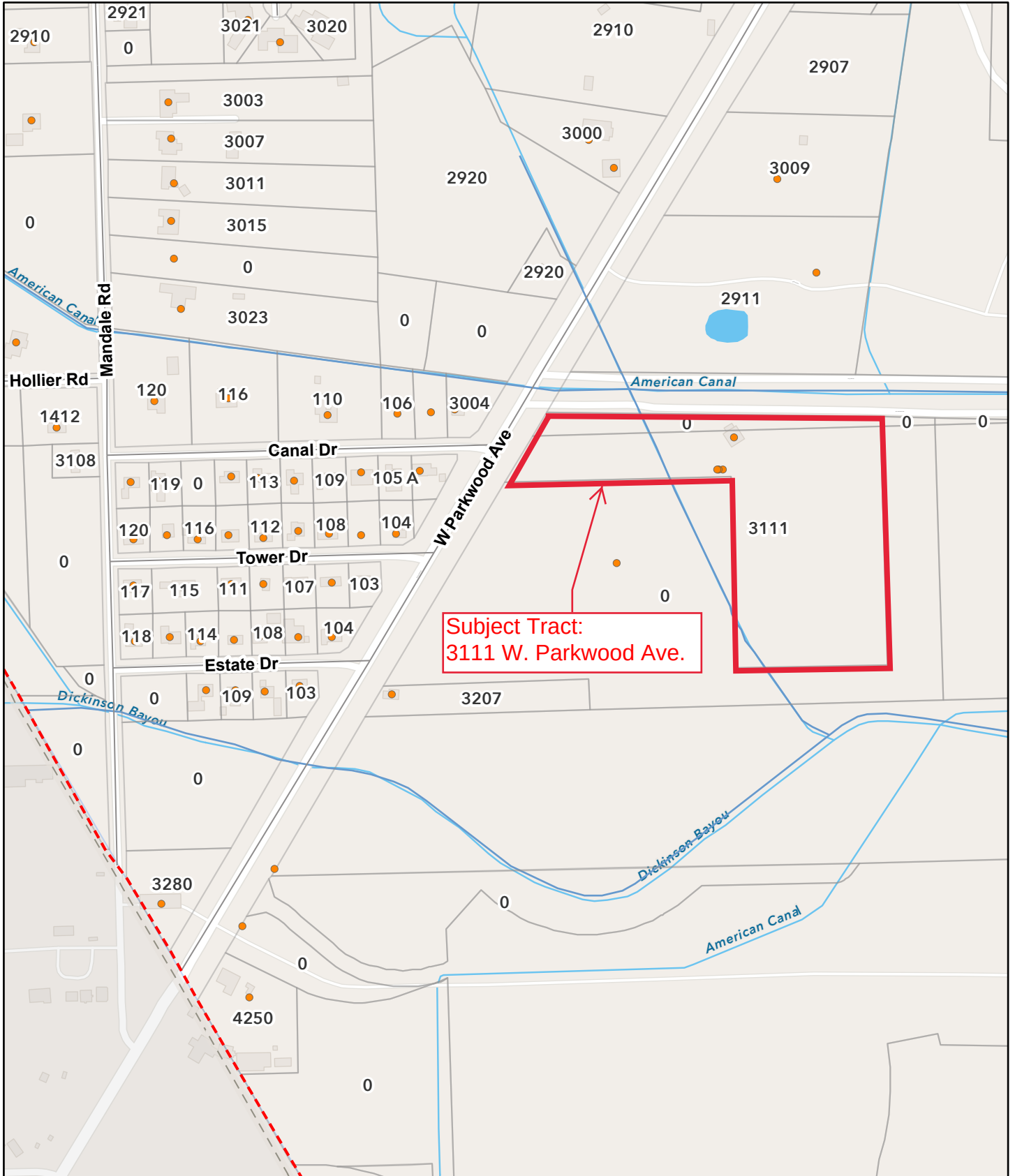
- Address Points
- City Limit
- Future Land Use Adopted 2021
  - Low Density
  - Office, Business Park
  - Retail
- Parks
- Public and Semi-Public
- Parcels (grey)
- Streets
- Surrounding Cities
- Water Lines



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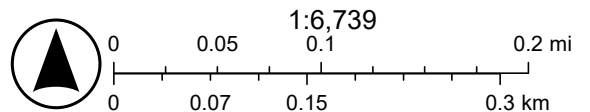


# City of Friendswood



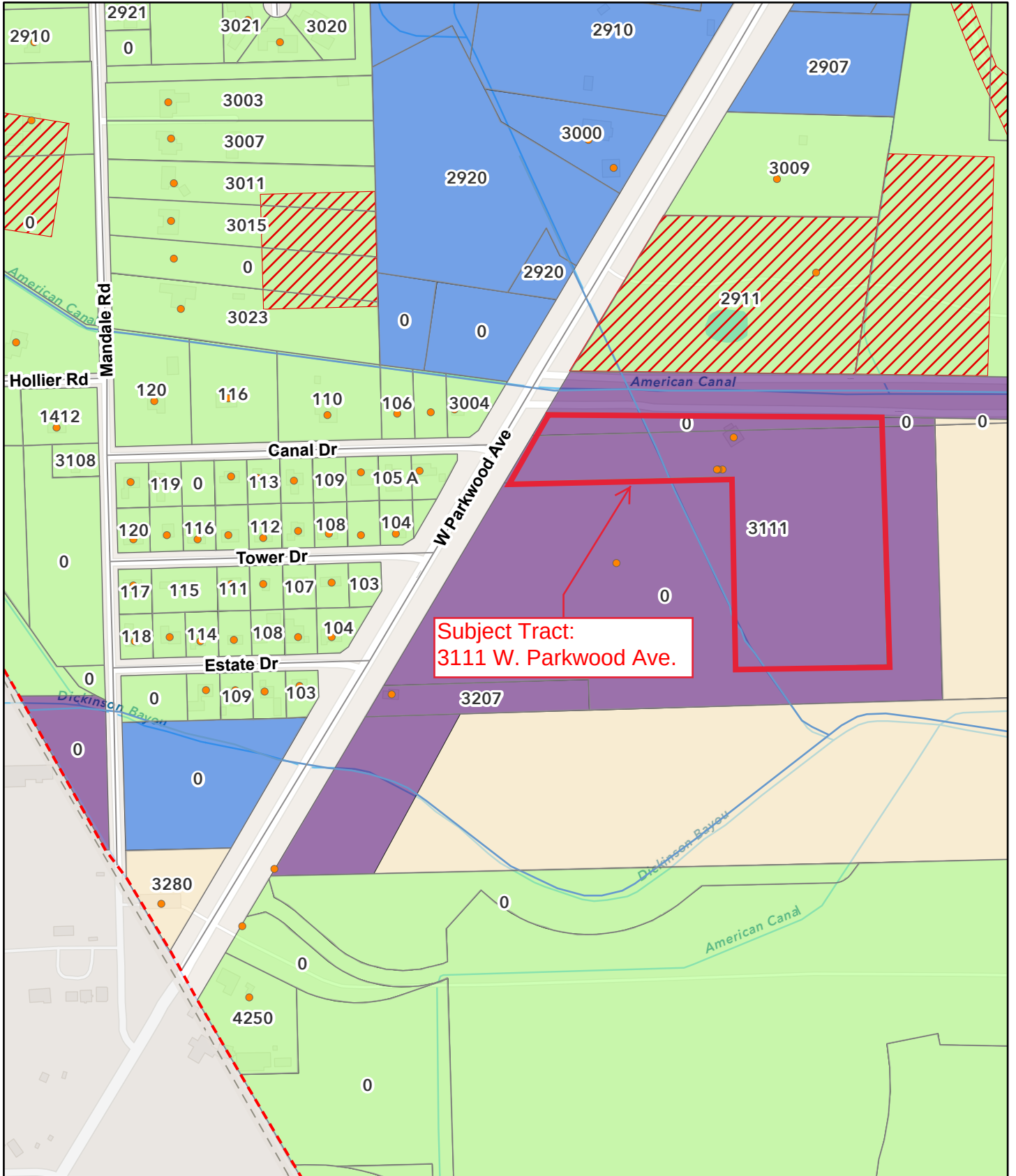
5/8/2024, 12:38:29 PM

- Address Points
- City Limit
- Parcels (grey)
- Streets
- Surrounding Cities
- Water Lines



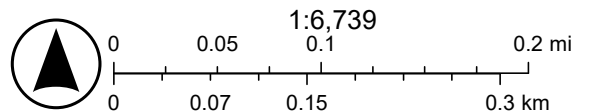
Esri Community Maps Contributors, City of Alvin, Brazoria County, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, CONANP, Esri, TomTom, Garmin, Foursquare, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

# City of Friendswood



5/8/2024, 12:39:55 PM

- Address Points
- City Limit
- Parcels (grey)
- Specific Use Permits
- Streets
- Surrounding Cities
- Water Lines
- Zoning by Parcel**
- BP
- CSC
- LI
- SFR



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## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/04/2024

Prepared by: Leticia Brysch, Assistant City Manager/City Secretary

Subject: Consider an ordinance regarding a proposed Specific Use Permit (SUP) to allow NAICS Use #237, Heavy and Civil Engineering Construction, to be located at 3111 W. Parkwood Avenue, which is zoning is Business Park (BP).

Originating Department: Community Development

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

The proposed ordinance approves the request for a Specific Use Permit to allow NAICS Use 237, Heavy and Civil Engineering Construction at 3111 W. Parkwood Avenue. Standard Constructors, Incorporated's main office is currently located in Houston near Hobby Airport; they have four other regional offices. It is a fourth-generation family construction company established in 1939 that provides heavy civil industrial contracting and project management for a diverse group of petrochemical, refining, and heavy commercial clients along the Gulf Coast and throughout the United States. They are searching for a location to relocate their headquarters and business operations.

The site here in Friendswood will include a three-story office building, a one-story equipment building, and a one-story equipment storage building and will house 40-60 employees. The tract is currently undeveloped. It has some frontage on W. Parkwood Ave./FM 528 with most of the land area being set back from the roadway. The direct access to FM 528 to transport equipment and supplies is a benefit to them. The existing two-story building and tower built in 1980 are not in the scope of this project and will remain on the property. There is also a bypass for drainage that connects to Dickinson Bayou. Pipeline easement crossing the property perpendicular to the drainage bypass.

The criteria for approving a Specific Use Permit are as follows (Zoning Ordinance Section 9.G):

- a. that the specific use will be compatible with and not injurious to the use and enjoyment of other property, nor significantly diminish or impair property values within the immediate vicinity;
- b. that the establishment of the specific use will not impede the normal and orderly development and improvement of surrounding vacant property;
- c. that adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
- d. that the design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;
- e. that the adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
- f. that directional lighting will be provided so as not to disturb or adversely affect neighboring properties;

- g. that there are sufficient landscaping and screening to ensure harmony and compatibility with adjacent property; and
- h. that the proposed use is in accordance with the comprehensive plan.

See attachments on the public hearing item.

|                                                     |
|-----------------------------------------------------|
| <b>IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY</b> |
|-----------------------------------------------------|

Due to the proximity to the gun range and the difficult characteristics of this property such as the pipeline, radio tower, and drainage bypasses, the proposed use would be a good use of the property.

|                        |
|------------------------|
| <b>RECOMMENDATIONS</b> |
|------------------------|

At the Planning and Zoning Commission meeting held June 13, 2024, following the public hearing the City of Friendswood Planning and Zoning Commission voted 6-0 (Commissioner Mann was absent) on a motion to approve the requested zone change. See attached Final Report.

|                    |
|--------------------|
| <b>ATTACHMENTS</b> |
|--------------------|

1. Ordinance - SUP to allow Heavy & Civil Engineering Construction
2. Exhibit A - Location Map 3111 W Parkwood Ave
3. Exhibit B - Plans



AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, GRANTING A SPECIFIC USE PERMIT TO ALLOW NAICS USE NO. 237 "HEAVY AND CIVIL ENGINEERING CONSTRUCTION" FOR THE PROPERTY LOCATED AT 3111 W. PARKWOOD AVENUE, FRIENDSWOOD, GALVESTON COUNTY, TEXAS, BEING MORE PARTICULARLY DESCRIBED AS APPROXIMATELY 15.5244 ACRES OUT OF BEATTY, SEALE & FOREWOOD SURVEY, SECTION 5, ABSTRACT NUMBER 625, AND I. & G.N.R.R. COMPANY SURVEY, SECTION 23, ABSTRACT NUMBER 624, FRIENDSWOOD, GALVESTON COUNTY, TEXAS; PROVIDING A MAXIMUM PENALTY OF TWO THOUSAND AND NO/100 DOLLARS (\$2,000.00); REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; CONTAINING A SAVINGS CLAUSE; AND PROVIDING FOR THE PUBLICATION AND EFFECTIVE DATE.

\*\*\*\*\*

WHEREAS, Standard Constructors, Incorporated (the "Owner") is the owner of property located at 3111 W. Parkwood Avenue, Friendswood, Galveston County, Texas, being more particularly described as approximately 15.5244 acres out of Beatty, Seale & Forewood Survey, Section 5, Abstract Number 625, and I. & G.N.R.R. Company Survey, Section 23, Abstract Number 624, Friendswood, Galveston County, Texas, and depicted in Exhibit "A," which is attached hereto and incorporated herein for all intents and purposes (the "Property"); and

WHEREAS, the Owner made application to the City for a Specific Use Permit to allow NAICS Use No. 237 "Heavy and Civil Engineering Construction" on the Property, which is zoned Business Park (BP); and

WHEREAS, in accordance with the Friendswood City Code and all applicable laws, the Planning and Zoning Commission and the City Council conducted public hearings on such application, allowing all interested persons the opportunity to be heard; and

WHEREAS, after the public hearing on the application and after having considered the application, the relevant support materials, and public testimony, the Planning and Zoning Commission filed a final report and recommendation with the City Council to approve the proposed Specific Use Permit based upon the criteria enumerated in Section 9.G.5 of Appendix C "Zoning" of the Friendswood City Code; and

WHEREAS, after the close of the public hearing, the City Council made an affirmative finding:

- a. that the specific use will be compatible with and not injurious to the use and enjoyment of other property, nor significantly diminish or impair property values within the immediate vicinity;
- b. that the establishment of the specific use will not impede the normal and orderly development and improvement of surrounding vacant property;

- c. that adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
- d. that the design, location and arrangement of all driveways and parking spaces provide for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;
- e. that the adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
- f. that directional lighting will be provided so as not to disturb or adversely affect neighboring properties;
- g. that there are sufficient landscaping and screening to ensure harmony and compatibility with adjacent property; and
- h. that the proposed use is in accordance with the comprehensive plan; and

WHEREAS, in accordance with the Friendswood City Code and all applicable laws, the City Council has determined that all public notices have been posted and published and all required hearings on this matter have been held; and

WHEREAS, the City Council further finds that this ordinance complies with the applicable provisions of the City Charter, City Code and all other applicable laws; and

WHEREAS, the City Council deems it appropriate to approve the application, subject to applicable regulations, restrictions, exceptions, and conditions; NOW THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

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 City Council hereby grants a Specific Use Permit to allow NAICS Use No. 237 "Heavy and Civil Engineering Construction," for the Property, in accordance with the plans which are attached hereto as Exhibit "B" and incorporated herein for all intents and purposes. The Specific Use Permit shall take effect immediately from and after the passage of this ordinance and shall expire on July 1, 2025, if construction or the use authorized herein is not substantially underway and if no extension has been granted by the City Council.

Section 3. The official zoning map is hereby amended to reflect the Specific Use Permit herein granted in Section 2 of this ordinance. The City Council hereby directs the Mayor to sign and the City Secretary to attest to an entry on such map containing the number and effective date of this ordinance along with a brief description of the nature of the change in accordance with Section 3.A.(3), Appendix C of the Friendswood City Code.

Section 4. This ordinance shall in no manner amend, change, supplement or revise any provision of any ordinance of the City of Friendswood, save and except the uses specified in the Specific Use Permit granted in Section 2 hereinabove.



Section 5. A violation of this ordinance is subject to the penalty provisions contained in Section 1-14 of the Friendswood City Code and as otherwise provided by law. Any person who shall intentionally, knowingly, recklessly, or with criminal negligence fail to comply with any provision of this ordinance shall be deemed guilty of a misdemeanor and upon conviction thereof, shall be fined in an amount not to exceed TWO THOUSAND AND NO/100 DOLLARS (\$2,000.00). Each act of violation and each day upon which any such violation shall occur shall constitute a separate offense.

Section 6. That all ordinances or parts of ordinances in conflict or inconsistent with this ordinance are hereby expressly repealed.

Section 7. If any provision, section, subsection, sentence, clause, or phrase of this ordinance, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void, or invalid, the validity of the remaining portions of this ordinance or their application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting this ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness, or invalidity of any other portion hereof, and all provisions of this ordinance are declared to be severable for that purpose.

Section 8. The City Secretary shall give notice of the enactment of this ordinance by promptly publishing the caption of this ordinance after final passage in the official newspaper of the City.

Section 9. This ordinance shall take effect upon its publication and the proper entry on the official zoning map in accordance with Section 3.A.(3), Appendix C of the Friendswood City Code.

INTRODUCED, READ, AND PASSED on first reading by the affirmative vote of the City Council of the City of Friendswood this 1<sup>st</sup> day of July, 2024.

---

MIKE FOREMAN, Mayor

ATTEST:

---

LETICIA BRYSCH, City Secretary

APPROVED AS TO FORM:

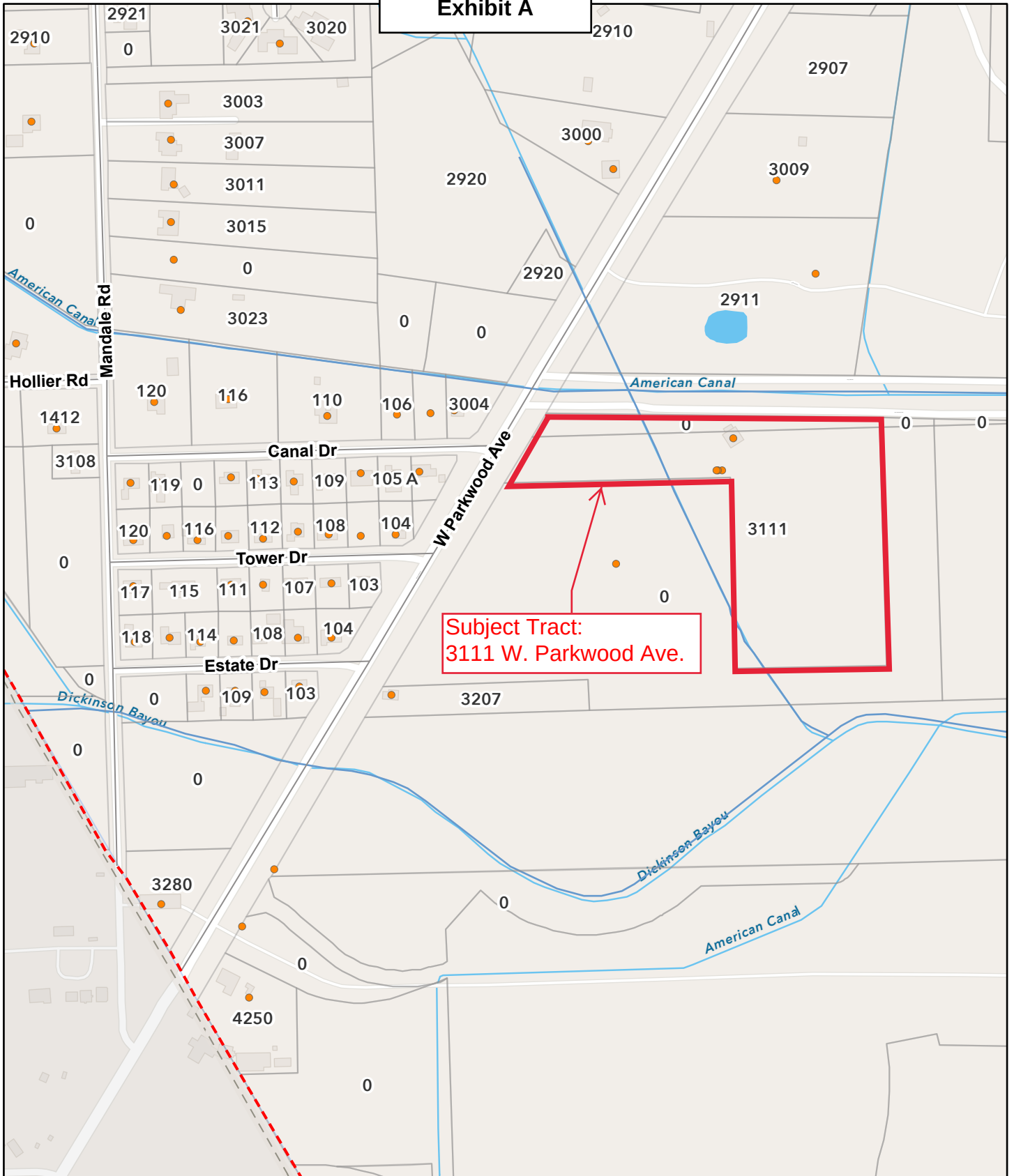
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KAREN L. HORNER, City Attorney

H:\City Council\Ordinances\2024\07-01-2024\Ordinance - Zoning Map Amendment for SUP to allow Heavy & Civil Engineering Construction.docx

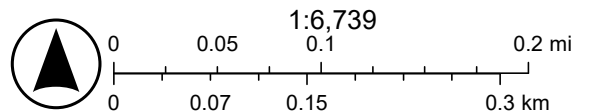
# City of Friendswood

Exhibit A



5/8/2024, 12:38:29 PM

- Address Points
- City Limit
- Parcels (grey)
- Streets
- Surrounding Cities
- Water Lines



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1100 Westheimer, Suite 400, Houston, Texas 77066  
713.251.3400  
SEAL

PRELIMINARY  
FOR REVIEW  
NOT FOR  
CONSTRUCTION

STANDARD  
CONSTRUCTORS

STANDARD  
CONSTRUCTORS  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

PROJECT NO.  
STANDARD2023-4

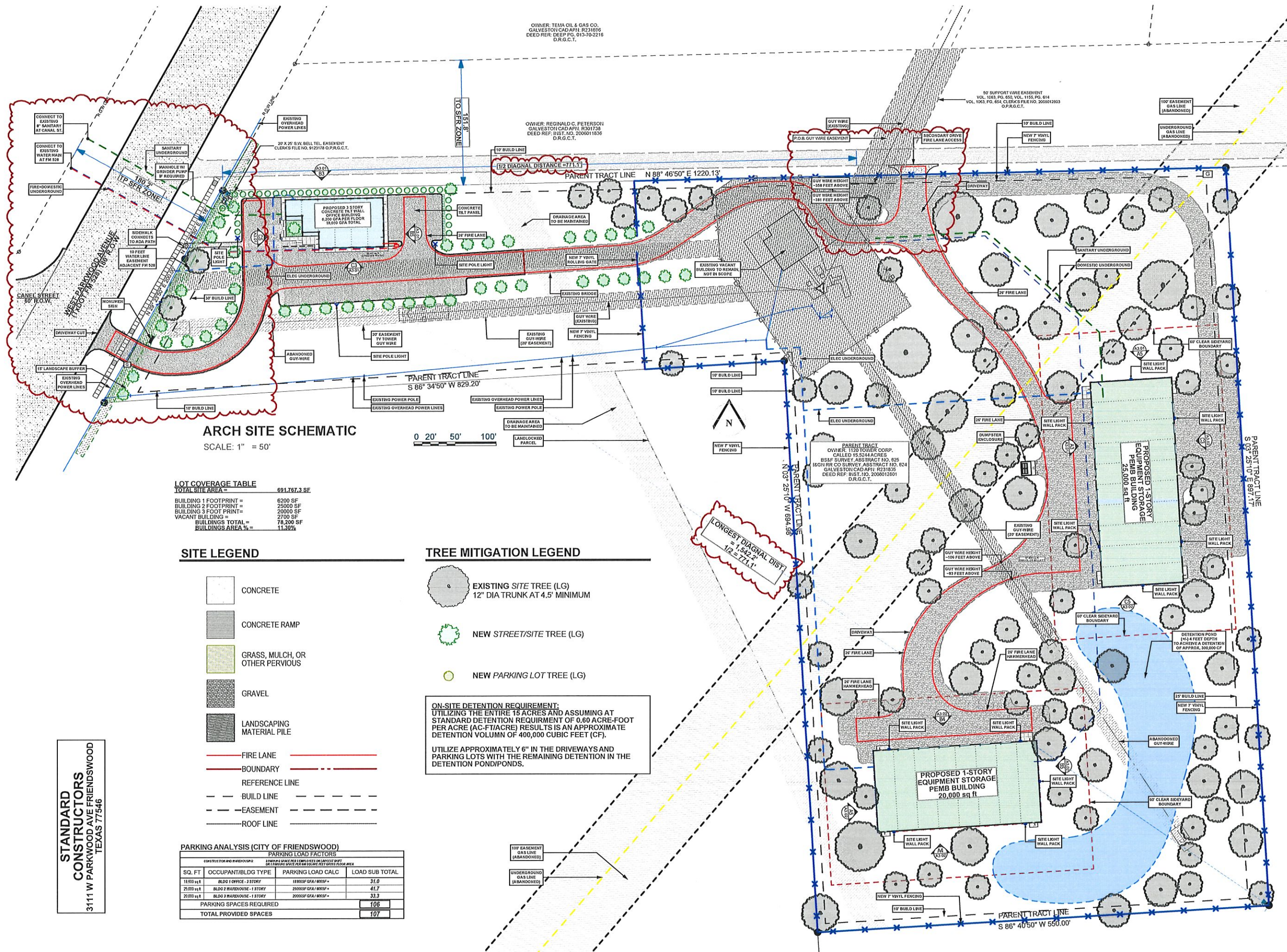
ISSUE  
NO DATE DESCRIPTION

1 04.10.23 SITE SCHEMATIC + PRICING  
2 05.05.24 ZONING APPROVAL  
3 05.20.24 ZONING COMMENTS  
4 05.23.24 ZONING SUP COMMENTS  
5 05.30.24 ZONING FM COMMENTS

SHEET TITLE  
SITE PLAN

SHEET NO.

A1.01



## ARCH SITE SCHEMATIC

SCALE: 1" = 50'

| LOT COVERAGE TABLE     |              |
|------------------------|--------------|
| TOTAL SITE AREA =      | 691,767.3 SF |
| BUILDING 1 FOOTPRINT = | 6200 SF      |
| BUILDING 2 FOOTPRINT = | 25000 SF     |
| BUILDING 3 FOOTPRINT = | 20000 SF     |
| VACANT BUILDING =      | 2700 SF      |
| BUILDINGS TOTAL =      | 78,200 SF    |
| BUILDINGS AREA % =     | 11.30%       |

## SITE LEGEND

- CONCRETE
- CONCRETE RAMP
- GRASS, MULCH, OR OTHER PERVIOUS
- GRAVEL
- LANDSCAPING MATERIAL PILE

- FIRE LANE
- BOUNDARY
- REFERENCE LINE
- BUILD LINE
- EASEMENT
- ROOF LINE

## TREE MITIGATION LEGEND

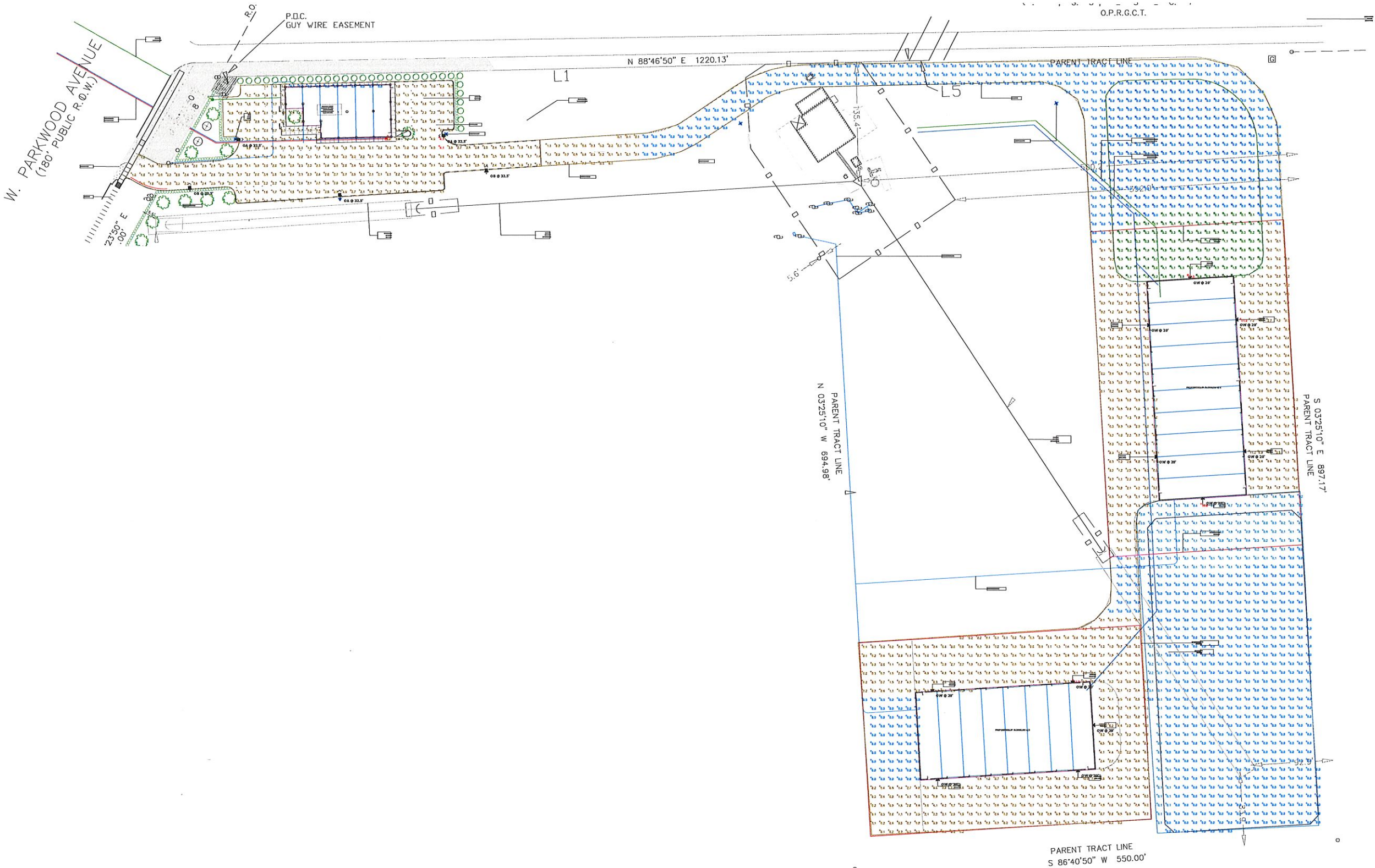
- EXISTING SITE TREE (LG)  
12" DIA TRUNK AT 4.5' MINIMUM
- NEW STREET/SITE TREE (LG)
- NEW PARKING LOT TREE (LG)

ON-SITE DETENTION REQUIREMENT:  
UTILIZING THE ENTIRE 15 ACRES AND ASSUMING AT  
STANDARD DETENTION REQUIREMENT OF 0.60 ACRE-FOOT  
PER ACRE (AC-FT/ACRE) RESULTS IS AN APPROXIMATE  
DETENTION VOLUME OF 400,000 CUBIC FEET (CF).  
UTILIZE APPROXIMATELY 6" IN THE DRIVEWAYS AND  
PARKING LOTS WITH THE REMAINING DETENTION IN THE  
DETENTION POND/PONDS.

## PARKING ANALYSIS (CITY OF FRIENDSWOOD)

| PARKING LOAD FACTORS    |                            |                          |                |
|-------------------------|----------------------------|--------------------------|----------------|
| SQ. FT                  | OCCUPANT/BLDG TYPE         | PARKING LOAD CALC        | LOAD SUB TOTAL |
| 18,000 sq ft            | BLDG 1 OFFICE - 3 STORY    | 18,000 SF GFA / 800 SF + | 31.0           |
| 25,000 sq ft            | BLDG 2 WAREHOUSE - 1 STORY | 25,000 SF GFA / 800 SF + | 41.7           |
| 20,000 sq ft            | BLDG 3 WAREHOUSE - 1 STORY | 20,000 SF GFA / 800 SF + | 33.3           |
| PARKING SPACES REQUIRED |                            |                          | 106            |
| TOTAL PROVIDED SPACES   |                            |                          | 107            |





PRLIMINARY  
FOR REVIEW  
NOT FOR  
CONSTRUCTION

STANDARD  
CONSTRUCTORS

STANDARD  
CONSTRUCTORS  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

PROJECT INFO.  
STANDARD CONSTRUCTORS  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

PROJECT NO.  
STANDARD2023-4

| NO | DATE     | DESCRIPTION              |
|----|----------|--------------------------|
| 1  | 04.10.23 | SITE SCHEMATIC + PRICING |
| 2  | 05.05.24 | ZONING APPROVAL          |
| 3  | 05.20.24 | ZONING COMMENTS          |
| 4  | 05.23.24 | ZONING SUP COMMENTS      |
| 5  | 05.30.24 | ZONING FM COMMENTS       |

SHEET TITLE  
SITE PHOTOMETRIC  
PLAN

SHEET NO.

A1.02

| Schedule | Symbol | Label | Image | Quantity | Manufacturer    | Coloring Number | Description                                                                                          | File Name                        | Lumen Per Foot | Light Loss From | Wattage  | Efficiency | Discrete lum                              |
|----------|--------|-------|-------|----------|-----------------|-----------------|------------------------------------------------------------------------------------------------------|----------------------------------|----------------|-----------------|----------|------------|-------------------------------------------|
| OA       | OA     | OA    |       | 3        | Luhona Lighting | 80041 T2H NS    | D-Series Size 1 Area Luminaire P8 Performance Package 4000K OCT 80 CRI Type 4 Medium Recessed Shield | D041_LED_P8_40K_80CRI_T2H_NS.txd | 27240          | 0.9             | 277.0702 | 100%       | TYPE IV, MEDIUM, BUG RATING: B3 - U0 - OS |
| OB       | OB     | OB    |       | 3        | Luhona Lighting | 80041 T2H NS    | D-Series Size 1 Area Luminaire P8 Performance Package 4000K OCT 80 CRI Type 4 Medium Recessed Shield | D041_LED_P8_40K_80CRI_T2H_NS.txd | 26760          | 0.9             | 277.0702 | 100%       | TYPE IV, MEDIUM, BUG RATING: B3 - U0 - OS |
| OW       | OW     | OW    |       | 11       | Luhona Lighting | 80041 T2H NS    | W004 LED P6 T0CR1 A3 40K                                                                             | W004_LED_P6_T0CR1_A3_40K.txd     | 25230          | 0.9             | 185.23   | 100%       | TYPE III, SHORT, BUG RATING: B3 - U0 - OS |

| Statistics                         |        |        |         |        |         |         |  |
|------------------------------------|--------|--------|---------|--------|---------|---------|--|
| Description                        | Symbol | Avg    | Max     | Min    | Max/Min | Avg/Min |  |
| Grass area Between drives          | ✖      | 0.5 fc | 11.3 fc | 0.0 fc | N/A     | N/A     |  |
| Open area SE corner                | +      | 0.3 fc | 10.8 fc | 0.0 fc | N/A     | N/A     |  |
| Proposed 3 Story Parking and Drive | +      | 2.1 fc | 4.1 fc  | 0.0 fc | N/A     | N/A     |  |
| Drive to proposed warehouses       | +      | 1.2 fc | 11.3 fc | 0.0 fc | N/A     | N/A     |  |



PRELIMINARY  
FOR REVIEW  
NOT FOR  
CONSTRUCTION

STANDARD  
CONSTRUCTORS

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3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

PROJECT NO.  
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3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

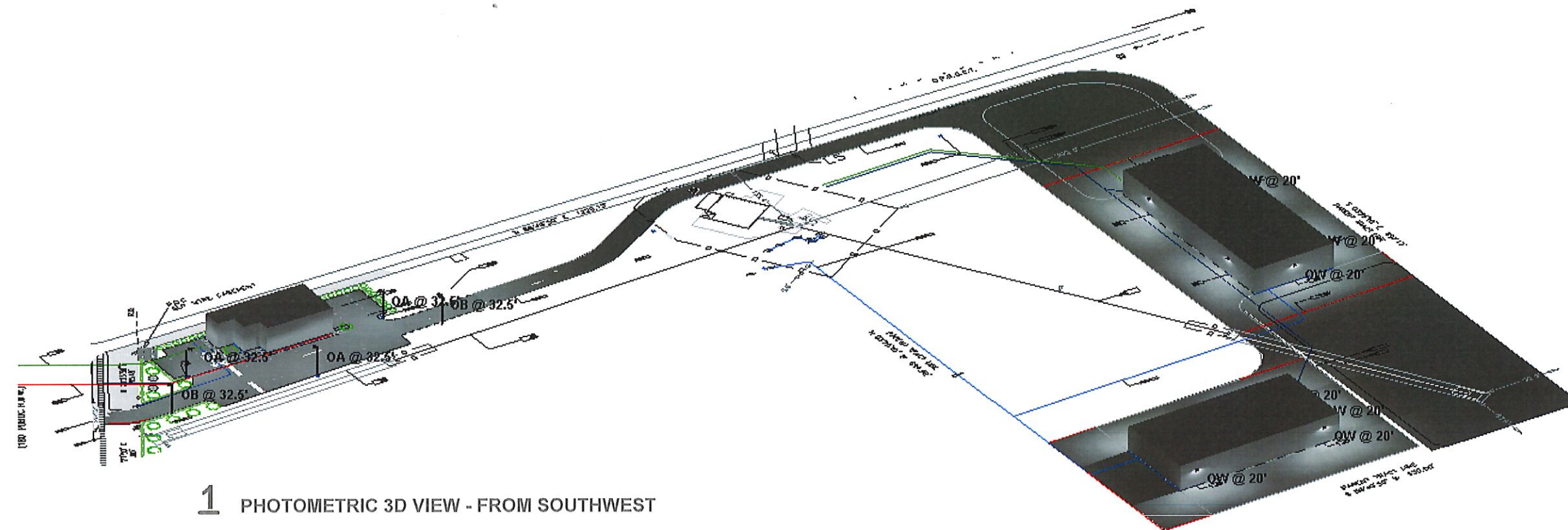
PROJECT NO.  
STANDARD2023-4

| NO | DATE     | DESCRIPTION              |
|----|----------|--------------------------|
| 1  | 04.10.23 | SITE SCHEMATIC + PRICING |
| 2  | 05.05.24 | ZONING APPROVAL          |
| 3  | 05.20.24 | ZONING COMMENTS          |
| 4  | 05.23.24 | ZONING SUP COMMENTS      |
| 5  | 05.30.24 | ZONING FM COMMENTS       |

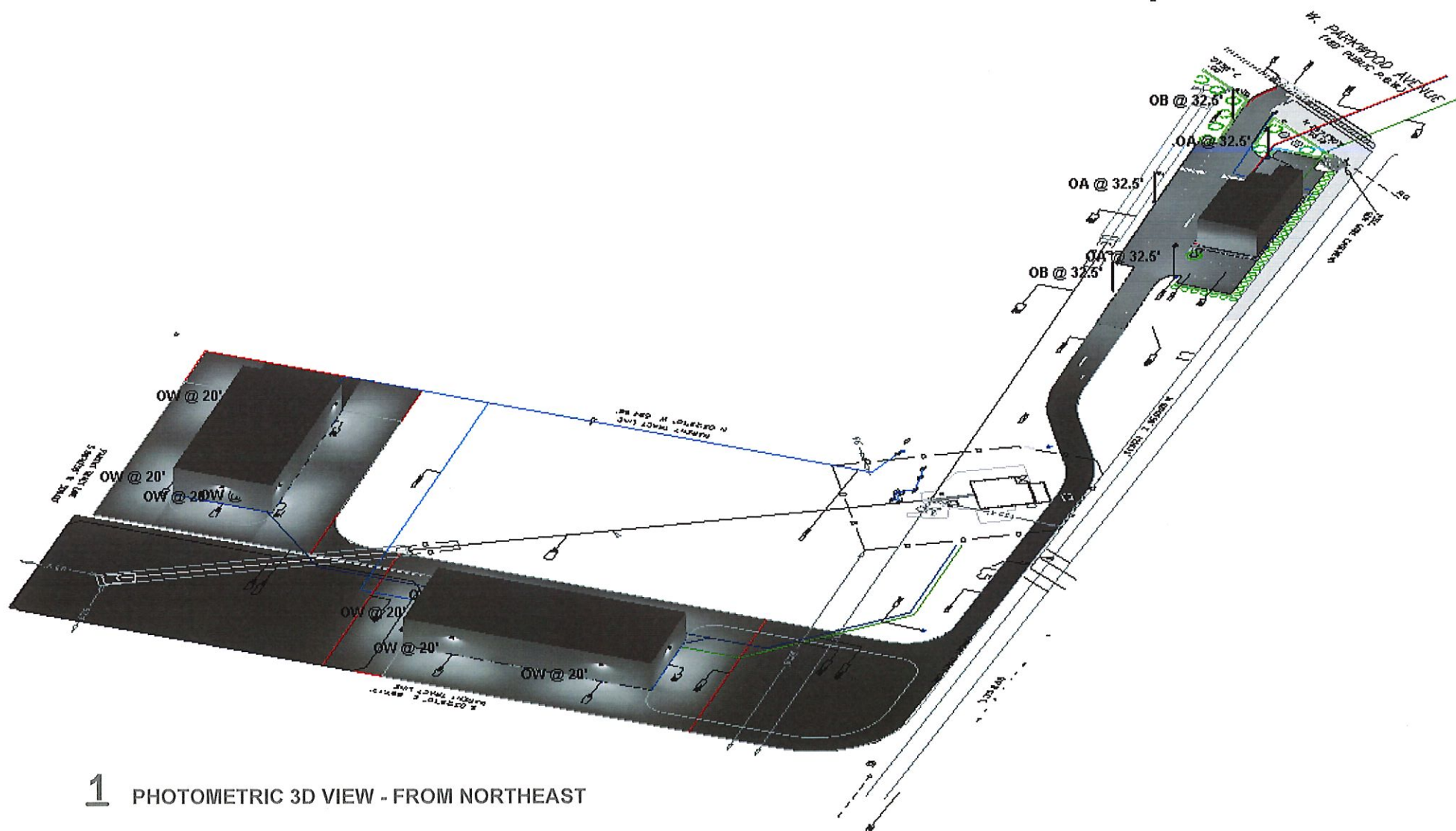
SHEET TITLE  
PHOTOMETRIC VIEWS

SHEET NO.

A1.03

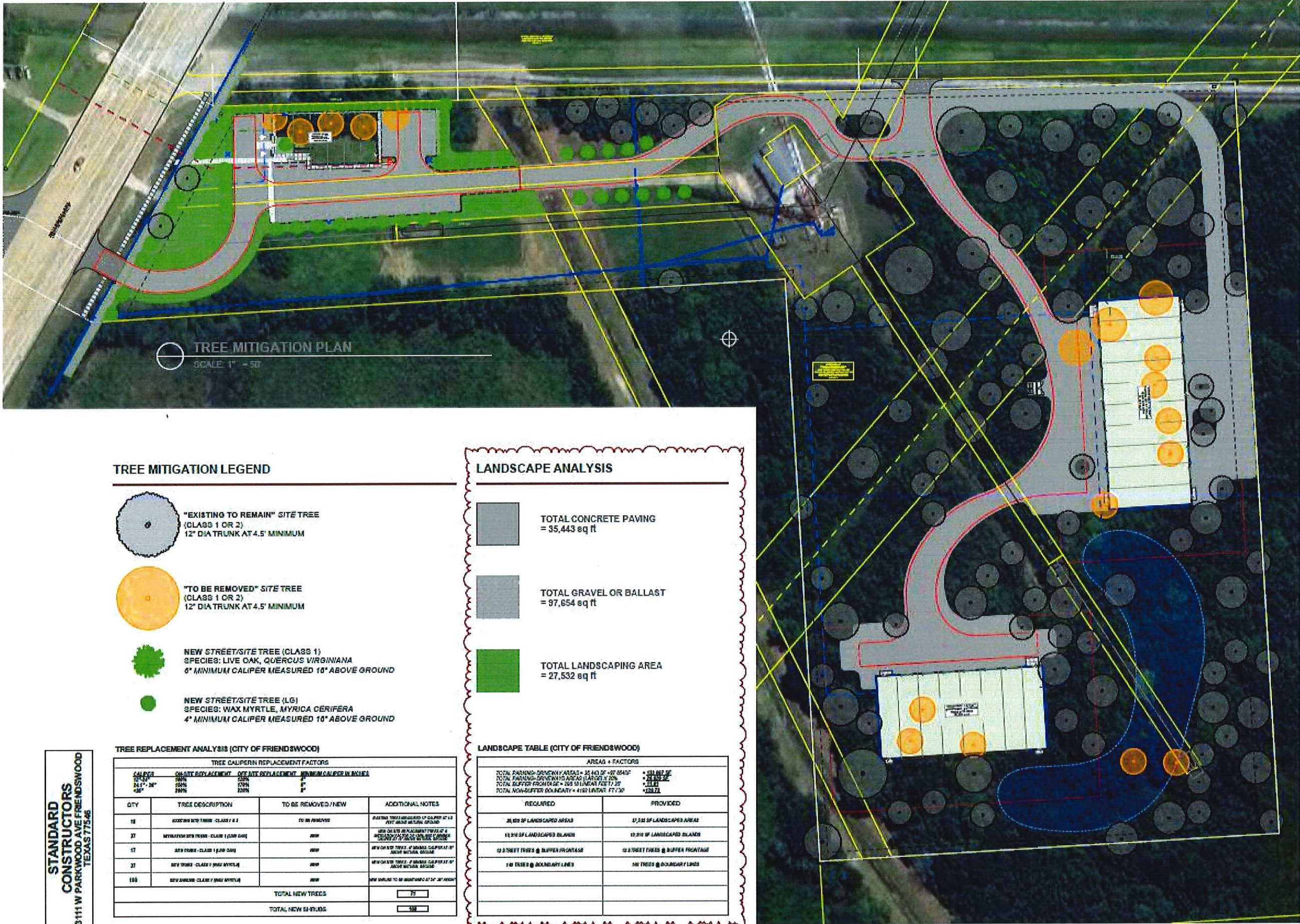


1 PHOTOMETRIC 3D VIEW - FROM SOUTHWEST



1 PHOTOMETRIC 3D VIEW - FROM NORTHEAST





PRELIMINARY  
FOR REVIEW  
NOT FOR  
CONSTRUCTION

STANDARD  
CONSTRUCTORS

STANDARD  
CONSTRUCTORS  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

STANDARD CONSTRUCTORS  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

STANDARD CONSTRUCTORS

NO DATE REVISION  
1 24.12.21 SITE SCHEMATIC & PRELIM  
2 06.08.24 DESIGN APPROVAL  
3 06.23.24 DESIGN COMMENTS  
4 06.23.24 DESIGN RUP COMMENTS  
5 06.23.24 DESIGN PM COMMENTS  
6 06.08.24 DESIGN PLANNING COMMENTS

ARTIST'S  
TREE MITIGATION PLAN

A1.04



PRELIMINARY  
FOR REVIEW  
NOT FOR  
CONSTRUCTION

STANDARD  
CONSTRUCTORS

STANDARD  
CONSTRUCTORS  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

PROJECT INFO.

STANDARD CONSTRUCTORS  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

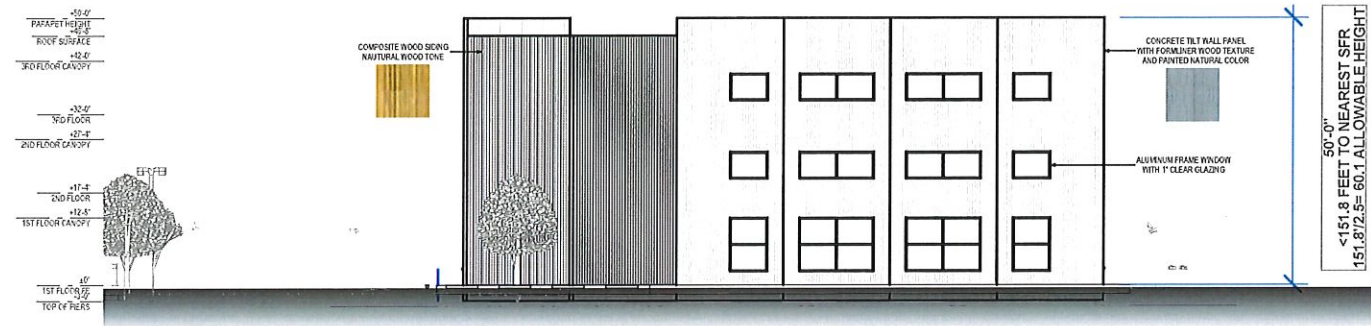
PROJECT NO.  
STANDARD2023-4

| ISSUE | NO | DATE     | DESCRIPTION              |
|-------|----|----------|--------------------------|
|       | 1  | 04.10.23 | SITE SCHEMATIC + PRICING |
|       | 2  | 05.05.24 | ZONING APPROVAL          |
|       | 3  | 05.20.24 | ZONING COMMENTS          |
|       | 4  | 05.23.24 | ZONING SUPP COMMENTS     |
|       | 5  | 05.30.24 | ZONING FM COMMENTS       |

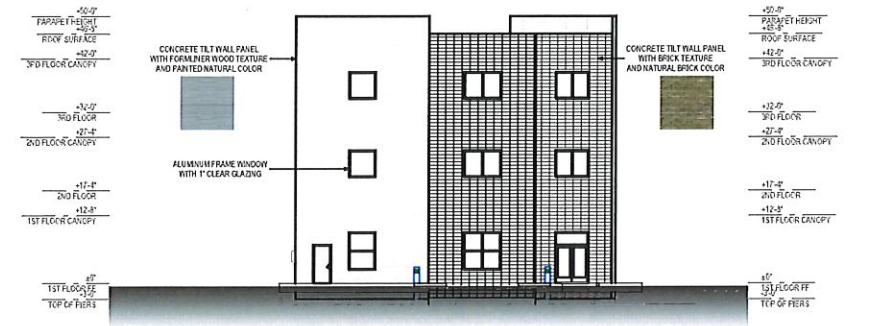
SHEET TITLE  
SHELL ELEVATIONS

SHEET NO.

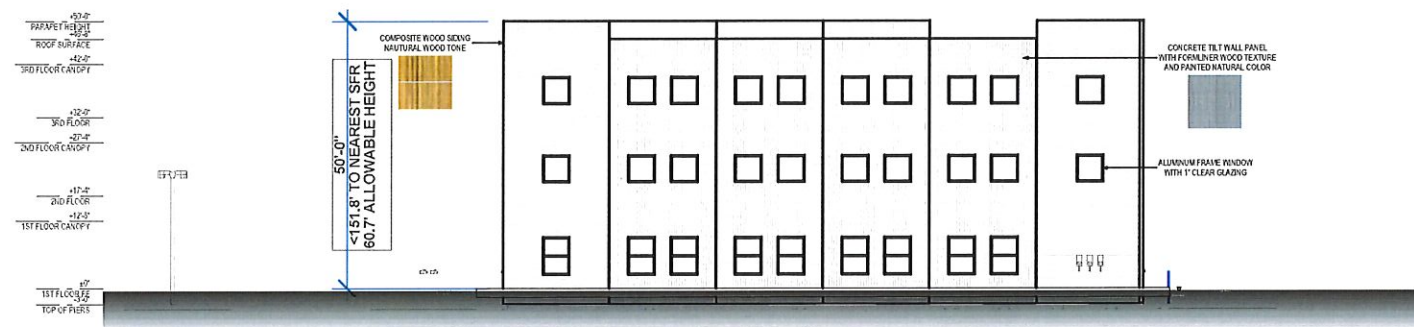
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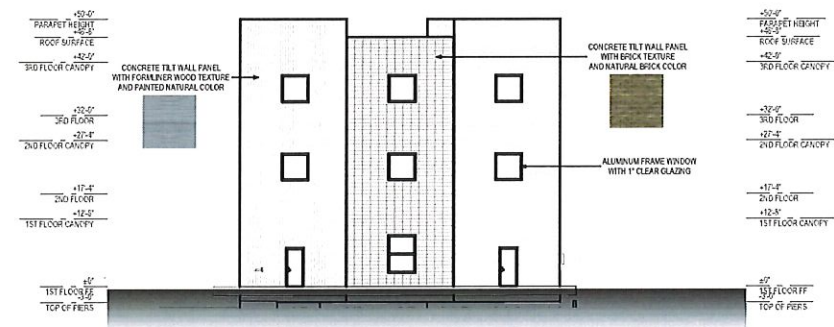
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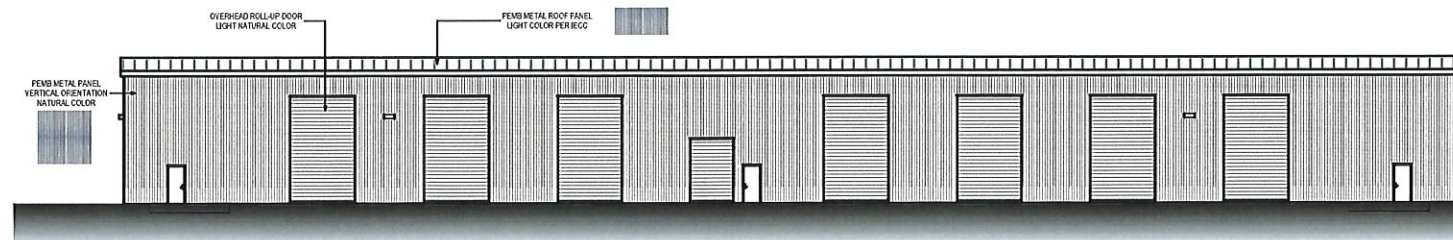
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SCALE: 1/16" = 1'-0"



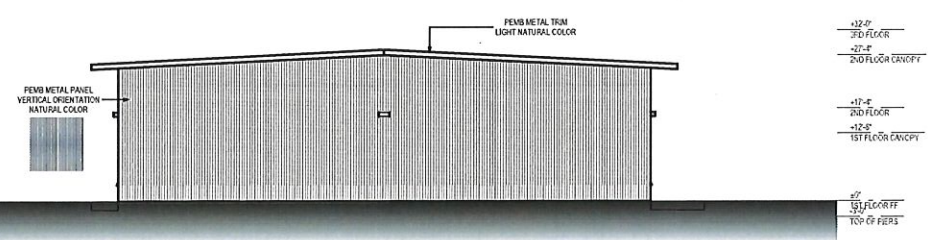
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SCALE: 1/16" = 1'-0"



BUILDING 1 - EAST **B5**  
SCALE: 1/16" = 1'-0"



BUILDING 2 - WEST **A3**  
SCALE: 1/16" = 1'-0"



BUILDING 2 - NORTH **A5**  
SCALE: 1/16" = 1'-0"



PRELIMINARY  
FOR REVIEW  
NOT FOR  
CONSTRUCTION

STANDARD  
CONSTRUCTORS

STANDARD  
CONSTRUCTORS  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

PROJECT INFO  
STANDARD CONSTRUCTORS  
3111 W PARKWOOD AVE  
FRIENDSWOOD TEXAS 77546

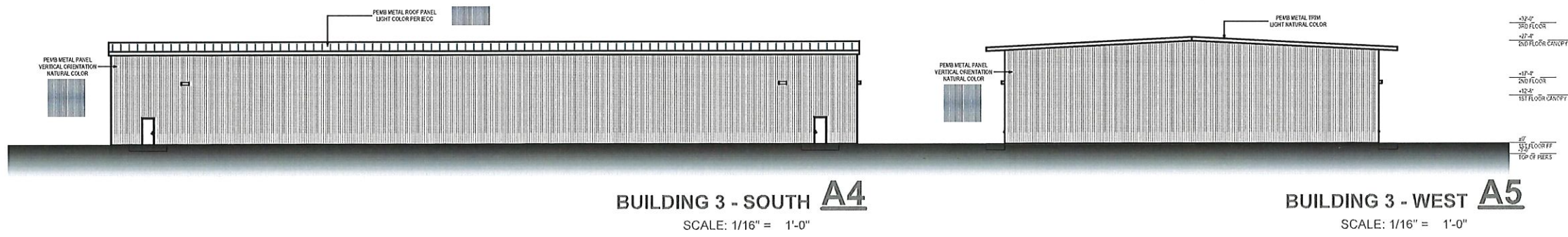
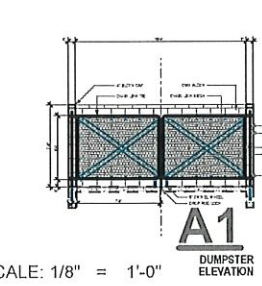
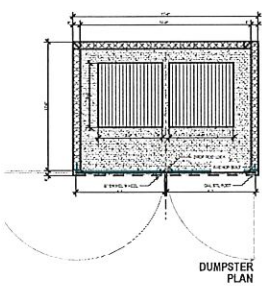
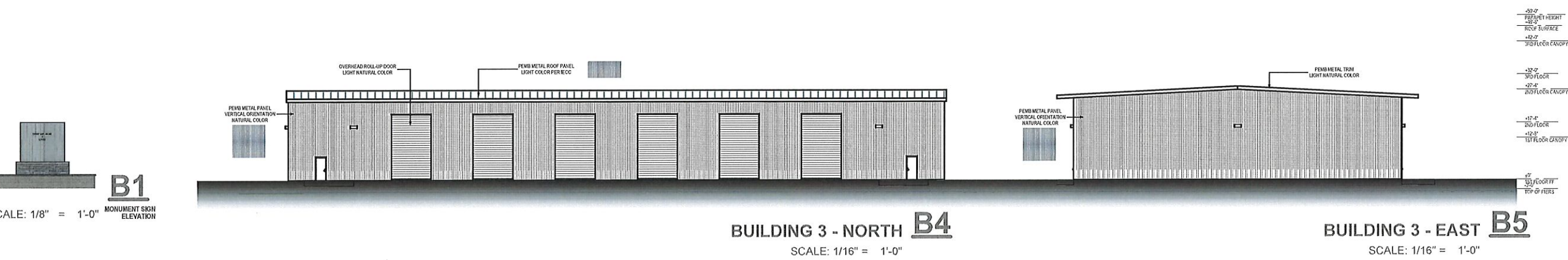
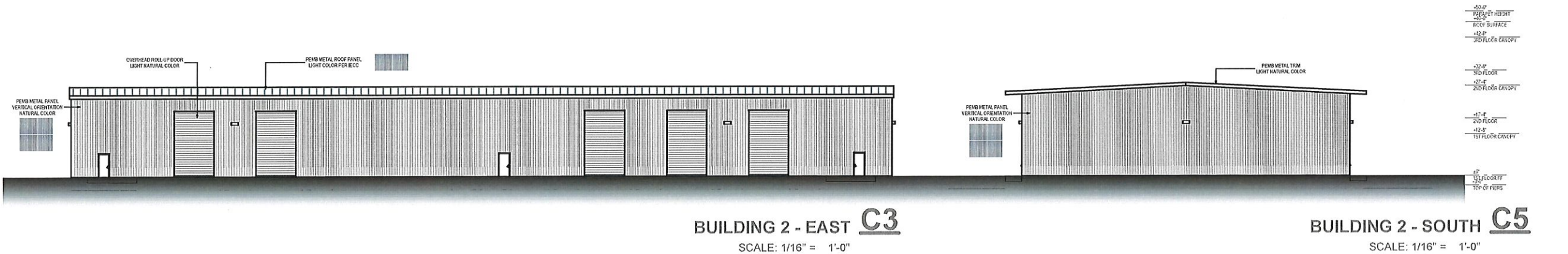
PROJECT NO.  
STANDARD2023-4

| NO | DATE     | DESCRIPTION              |
|----|----------|--------------------------|
| 1  | 04.10.23 | SITE SCHEMATIC + PRICING |
| 2  | 05.05.24 | ZONING APPROVAL          |
| 3  | 05.20.24 | ZONING COMMENTS          |
| 4  | 05.23.24 | ZONING SUP COMMENTS      |
| 5  | 05.30.24 | ZONING FM COMMENTS       |

SHEET TITLE  
SHELL ELEVATIONS

SHEET NO.

A3.02



**FRIENDSWOOD CITY COUNCIL  
AGENDA ITEM FORM**

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 05/08/2024

Prepared by: Raquel Martinez, Deputy City Secretary

Subject: Present an update concerning National Park and Recreation Month (July 2024).

Originating Department: Parks and Recreation

Degree of importance:

**SUMMARY / ORIGINATING CAUSE**

National Park and Recreation Month acknowledges the significant role that parks and recreation play in enhancing communities. Recognizing July as Park and Recreation Month underscores the multifaceted benefits that parks and recreation bring to communities, promoting health, well-being, economic growth, and environmental sustainability.

**IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY**

**RECOMMENDATIONS**

**ATTACHMENTS**

- 1. 2024.06.27 - National Park and Recreation Month



City of Friendswood  
Office of the Mayor



**PROCLAMATION**

I, Mike Foreman, by virtue of the authority vested in me as Mayor of the City of Friendswood, do hereby proclaim the month of July 2024 as

**NATIONAL PARK AND RECREATION MONTH**

**WHEREAS**, public parks and recreation systems are dedicated to enhancing the quality of life for residents in communities around the country, including the City of Friendswood, through recreation programming, leisure activities, and conservation efforts; and

**WHEREAS**, the City of Friendswood Parks and Recreation Department includes 25 employees who maintain our parks and trails, facilitate recreational programs and host City-wide special events; and

**WHEREAS**, the City of Friendswood boasts 10 City parks; 334 acres of green space and nature trails; sports courts, fields, playgrounds, swimming pools, splashpads, fishing ponds, walking paths, and picnic areas; adult, youth, and senior programs; and annual special events with 10,000-plus attendees; and

**WHEREAS**, parks and recreation services play a vital role in creating active and healthy communities and in generating opportunities for people to remain socially interactive, which is critical to maintaining community cohesion and pride; and

**WHEREAS**, parks and recreation activities promote time spent in nature, which positively impact mental health by increasing cognitive performance and well-being; and

**WHEREAS**, community recreation programs at park and recreation facilities provide children with a safe refuge and a place to play, which helps to reduce at-risk behavior; and

**WHEREAS**, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and participate in outdoor activities; and

**WHEREAS**, the U.S. House of Representatives has designated July as Park and Recreation Month;

**NOW THEREFORE**, I, Mike Foreman, the Mayor of the City of Friendswood, do hereby proclaim the month of July 2024 as

**NATIONAL PARK AND RECREATION MONTH**

in the City of Friendswood, and publicly acknowledge the importance and benefits derived from park and recreation resources.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused to be affixed the Seal of the City of Friendswood, this 27<sup>th</sup> day of June 2024.



*Mike Foreman*  
Mike Foreman, Mayor

## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/05/2024

Prepared by: Raquel Martinez, Deputy City Secretary

Subject: Present an update regarding Food Truck Tuesdays at Stevenson Park.

Originating Department: City Manager

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

Friendswood Street Eats – presented by the Twisted Kow – will feature a variety of local food trucks, with different vendors rotating each Tuesday to bring a diverse selection of delicious offerings to our community. The kickoff on Tuesday, June 4, featured Beers' Rolling Smoke BBQ, TEAgether, Granny's Tamales of Houston, and The Twisted Kow! This weekly event will take place at Stevenson Park on Tuesdays from 4:30 PM to 8:30 PM and is a fantastic opportunity to enjoy great food, support local businesses, and bring our community together in a fun and engaging way!

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

### ATTACHMENTS

1. FW\_Street\_Eats\_Flyer-2



# FRIENDSWOOD STREET EATS

PRESENTED BY  
THE TWISTED KOW



## DATE AND LOCATION

EVERY TUESDAY  
4:30 PM - 8:30 PM

11100 S FRIENDSWOOD  
DR  
STEVENSON PARK

## FRIENDSWOOD STREET EATS

Join us at Friendswood Streets Eats for a delicious celebration of community and cuisine. Every Tuesday, we're bringing together a fantastic lineup of food trucks. Whether you're craving tacos, burgers, or something sweet, there's something for everyone!

# 3+ food trucks

Food Variety & Great Company

## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/13/2024

Prepared by: Glenda Faulkner, Director of Communications

Subject: Present an update regarding Park's Taylor Swift Tribute Band event.

Originating Department: City Manager

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

A Taylor Swift Tribute Band is coming to FRIENDSWOOD to give you an Eras Tour experience! Tickets went on sale June 20th. Make sure to have an account set up before tickets go on sale!

Questions? Call the Parks and Rec office at 281-996-3220 or e-mail at [rec@friendswood.com](mailto:rec@friendswood.com)

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

### ATTACHMENTS

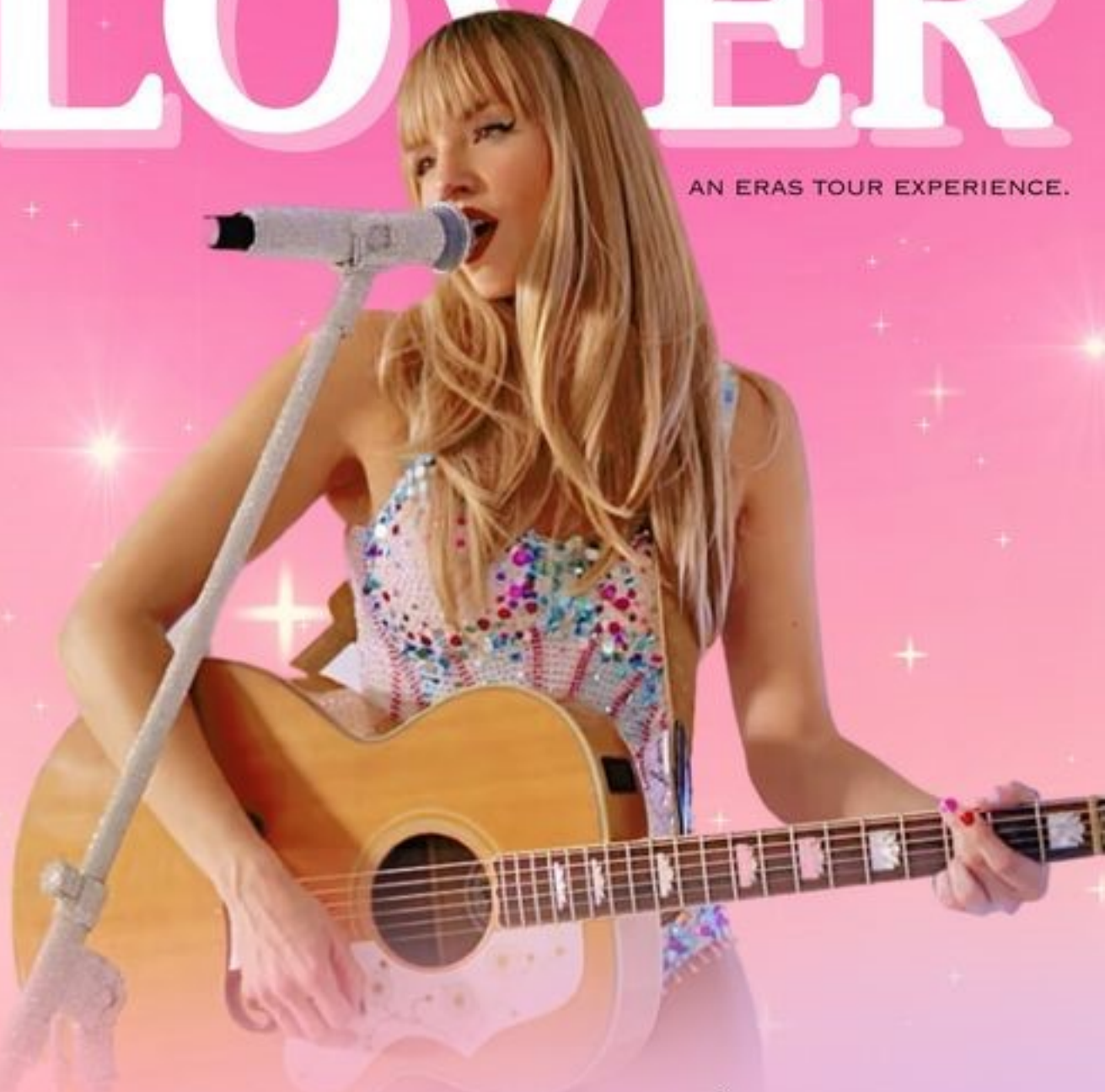
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TAYLOR SWIFT TRIBUTE BAND

# LOVER

AN ERAS TOUR EXPERIENCE.



**SEPTEMBER 20 ♡ 8PM**

**FRIENDSWOOD CENTENNIAL PARK**



Purchase your tickets here: [friendswood.com/register](https://friendswood.com/register)

## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/06/2024

Prepared by: Raquel Martinez, Deputy City Secretary

Subject: Present an update on the Battle of the Patches Blood Drive.

Originating Department: City Manager

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

The Friendswood Police Department and Pearland Police Department are battling it out for a good cause. Our agencies are partnering with the  Gulf Coast Regional Blood Center for a "Battle of the Patches." The event will take place on July 1, see below for locations, times, and appointment links. Donors can go to either location and support the department of their choice.

 8:00 AM - 11:30 AM

Friendswood Police Department

1600 Whitaker Drive, Friendswood, TX 77546

\*Donor Coach will be located in the parking lot\*

Make an appointment here: [https://www.commitforlife.org/donor/schedules/drive\\_schedule/387019](https://www.commitforlife.org/donor/schedules/drive_schedule/387019)

 1:30 PM - 5:30 PM

Pearland Police Department

2555 Cullen Pkwy, Pearland, TX 77581

\*Donor Coach Located in the South Parking Lot\*

Make an appointment here: [https://www.commitforlife.org/donor/schedules/drive\\_schedule/387220](https://www.commitforlife.org/donor/schedules/drive_schedule/387220)

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

### ATTACHMENTS

1. Battle of the Patches Blood Drive



# BATTLE OF THE PATCHES

BLOOD DRIVE

JULY 1, 2024



Gulf Coast Regional  
Blood Center

## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/17/2024

Prepared by: Raquel Martinez, Deputy City Secretary

Subject: Acknowledge the Friendswood Police Department for being recognized as a top "Power User" by Flock Safety.

Originating Department: City Manager

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

The City Manager will acknowledge the City of Friendswood Police Department for receiving special recognition in front of over 300 Command Staff attendees from across the nation at a Flock Safety Event held June 12-14, 2024.

The attached slide highlights the Friendswood Police Department as a top "Power User" by Flock Safety. Out of their 5,000 plus customers, we were named among the top 20 power users. This achievement underscores how effectively our detectives, officers, and dispatchers leverage our limited number of LPR cameras to solve crimes and gather investigative leads.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

### ATTACHMENTS

1. Flock Safety Power User Award



# Flock Safety Power User Award

Riverside County SO California

Oklahoma City PD Oklahoma

San Jose PD California

Fort Worth PD Texas

Indianapolis Metro PD Indiana

Casa Grande PD Arizona

Hemet PD California

El Centro PD California

Castle Rock PD Colorado

Brookhaven PD Georgia

Northbrook PD Illinois

Friendswood PD Texas

Prosper PD Texas

Arlington PD Washington

Spokane County SO Washington

Hackleburg PD Alabama

Austell PD Georgia

Kingston Springs PD Tennessee

Mont Belvieu PD Texas

Oakland PD Illinois



**FRIENDSWOOD CITY COUNCIL  
AGENDA ITEM FORM**

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/04/2024

Prepared by: Karen Horner, City Attorney

Subject: Recognize the Knights of Columbus Mary Queen Council 8494 for its donation to the Friendswood Police Department, the Friendswood Emergency Medical Services Division and the Friendswood Volunteer Fire Department.

Originating Department: City Manager

Degree of importance:

**SUMMARY / ORIGINATING CAUSE**

The Knights of Columbus Mary Queen Council 8494 donated \$3,000 to the Friendswood Police Department, the Friendswood Emergency Medical Services Division and the Friendswood Volunteer Fire Department.

**IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY**

**RECOMMENDATIONS**

**ATTACHMENTS**

- 1. Knights of Columbus





## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/04/2024

Prepared by: Karen Horner, City Attorney

Subject: Receive an update concerning the Interlocal Agreement with the Galveston County Consolidated Drainage District for the Master Drainage Plan.

Originating Department: City Attorney

Degree of importance: This item allows staff to give the Council an update related to the City's interlocal agreement with the Galveston County Consolidated Drainage District.

### SUMMARY / ORIGINATING CAUSE

The Galveston County Consolidated Drainage District (GCCDD) recently convened with City staff to deliberate on the progression of the City's Master Drainage Plan (MDP). During a previous Board meeting, the GCCDD Board indicated an interest in reallocating the \$400,000 initially designated for Friendswood's MDP to a parallel initiative in League City. Anticipated development within the GCCDD's jurisdiction is predominantly projected along Dickinson Bayou, chiefly within League City. The GCCDD's initial objective was to ascertain the requisite right-of-way and easement widths for property platting. However, following further consultation with City officials, it is believed that a portion of the \$661,000 grant from the Texas Department of Emergency Management can be leveraged to fulfill the GCCDD's goals along Clear Creek on the remaining undeveloped parcels.

The City will begin receiving through July 11 Statements of Qualifications from engineering firms interested in participating in that effort.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

### ATTACHMENTS



## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/13/2024

Prepared by: Glenda Faulkner, Director of Communications

Subject: Present an update regarding Hurricane Preparedness.

Originating Department: City Manager

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

Stay informed with Friendswood Alerts and the importance of Flood Insurance.

Sign up for Emergency Alerts at <https://ci.friendswood.tx.us/618/Emergency-Notifications>  
Or go to the City of Friendswood website and select Notifications on the homepage.

Like all communities, Friendswood is susceptible to various hazards and disasters. Please visit our Emergency Management page to learn about those specific threats and hazards and how to prepare for them. <https://ci.friendswood.tx.us/235/Disaster-Preparedness>

#### Flood Insurance

- Separate from normal policies
- Homeowners and Renters can purchase flood insurance policies
- Flood insurance policies take 30 days to take effect
- Visit the National Flood Insurance Program at [floodsmart.gov](https://floodsmart.gov)

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

### ATTACHMENTS

**FRIENDSWOOD CITY COUNCIL  
AGENDA ITEM FORM**

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/26/2024

Prepared by: Glenda Faulkner, Director of Communications

Subject: Present an update on the Apollo 11 Landing – Celebrating the 55<sup>th</sup> Anniversary at Friendswood Library.

Originating Department: City Manager

Degree of importance:

**SUMMARY / ORIGINATING CAUSE**

Retired NASA engineer, Harold Benson will discuss Apollo Program's impact on Friendswood. Tour the new installation celebrating Friendswood residents' contributions to space and home. Taking place Monday, July 15th at 7 pm.

**IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY**

**RECOMMENDATIONS**

**ATTACHMENTS**

- 1. Apollo11Patch





## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 05/29/2024

Prepared by: Karen Horner, City Attorney

Subject: Consider authorizing a School Crossing Guard Agreement with Clear Creek Independent School District for School Year 2024-25.

Originating Department: City Attorney

Degree of importance: The agreement will continue the long-standing partnership between the District and the City aimed to protect the safety and welfare of children attending Wedgewood Elementary.

### SUMMARY / ORIGINATING CAUSE

This School Crossing Guard Agreement (the "Agreement") formalizes a strategic partnership between the City and Clear Creek Independent School District (the "District") for guards at Wedgewood Elementary. Under past agreements, the City employed part-time crossing guards and the District typically paid 50% of the City's salary expenses for the guards.

Under the proposed agreement, the roles will be reversed -- namely, the District will employ three (3) part-time crossing guards and the City will contribute to the District's salary expense. The City's funding obligation under this proposed agreement will not exceed \$18,534.00, which amount is based upon the following calculation:

3 guards x 2 hours per day x \$16.88 per hour x 183 school days

The District will be responsible for all training and equipment necessary for the crossing guards. The Agreement is for a one-year period, commencing on July 1, 2024; and either party may terminate the Agreement if sufficient funds are not appropriated or if a party defaults in the performance of the Agreement.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

Staff recommends approval.

### ATTACHMENTS

1. 2024-25 Crossing Guard Agreement - Friendswood



# SCHOOL CROSSING GUARD AGREEMENT

STATE OF TEXAS                   §  
                                             §  
COUNTY OF GALVESTON       §

This School Crossing Guard Agreement (this "Agreement") is made and entered into by and between the Clear Creek Independent School District ("CCISD") and the City of Friendswood (the "City").

## WITNESSETH:

WHEREAS, CCISD's Board of Trustees (the "Board") has determined that school crossing guards at school crossing zones are necessary for the protection of children going to or leaving school; and

WHEREAS, as such, the Board has or will employ school crossing guards ("SCGs") to direct traffic in school crossing zones near Wedgewood Elementary in accordance with Subtitle C of the Texas Transportation Code; and

WHEREAS, the safety and welfare of the children are of tantamount importance to both the City and CCISD (collectively the "Parties" and individually each a "Party"); and

WHEREAS, the Parties desire to enter into this Agreement in accordance with Chapter 791 of the Texas Government Code and shall pay all obligations hereunder from current revenues;

NOW THEREFORE, in consideration of the mutual covenants, agreements and benefits to both Parties, it is agreed as follows:

### 1. Dates of Agreement.

- a. This Agreement will commence on July 1, 2024, and expire on June 30, 2025.
- b. Should either Party fail to appropriate funds necessary to fulfill the terms of this Agreement, it shall give immediate written notice to the other Party, and the Agreement shall expire upon close of the currently funded fiscal year or when current revenues are no longer available to fund this Agreement, whichever comes first.
- c. It is expressly understood and agreed that this Agreement may be terminated by CCISD if the City has defaulted in timely paying any obligation herein and fails to cure such default within five (5) days of receiving written notice thereof. If the City fails to cure the default within the five (5) day period, CCISD shall be relieved of its obligations under this Agreement, except as provided hereinbelow, and the Agreement shall be deemed terminated effective after the expiration of the five (5) day cure period. Likewise, the City shall have the right to terminate this Agreement should CCISD default in its obligations and

fail to cure such default within five (5) days of receiving written notice thereof. If CCISD fails to cure the default within the five (5) day period, the City shall be relieved of its obligations under this Agreement, and the Agreement shall be deemed terminated after the expiration of the five (5) day cure period.

2. School Crossing Guards Provided. CCISD will provide three (3) school crossing guards to staff the school zones during the morning and afternoon school zone times. The school crossing guards will be assigned to Wedgewood Elementary School. A list of the locations reflecting the number of crossing guards assigned to each location is attached as Exhibit "A" and incorporated herein for all intents and purposes.
3. Compensation. The City agrees to pay CCISD an amount not to exceed EIGHTEEN THOUSAND FIVE HUNDRED THIRTY-FOUR AND NO/100 DOLLARS (\$18,534.00) (3 SCGs x 2 hours per day x \$16.88 per hour x 183 school days) in furtherance of this Agreement:

The City shall make all payments required herein from current revenues available to the City. Payment shall be made to CCISD within thirty (30) days of receiving an invoice therefor. CCISD will forward monthly requests for payment of the City of 1/9<sup>th</sup> of the annual cost for the previous month.

4. Training and Equipment. CCISD will provide supervision and training for each SCG as well as uniforms and equipment for each SCG, which amounts will not be subject to reimbursement by the City.
5. Independent Contractors of the City. The SCGs shall remain employees of CCISD and shall be at the control and supervision of the CCISD Emergency Management Coordinator. Subject to Section 3 hereof, CCISD shall be solely responsible for the compensation, assignment, training, and supervision of the SCGs, and shall ensure that all SCGs have completed all background checks as required by CCISD and the City under Texas law. Complaints or problems with SCGs shall be directed to the CCISD Emergency Management Coordinator.
6. Points of Contact. Point of contact for crossing guards in CCISD is the Emergency Management Coordinator for CCISD and the Director of Finance for the City.
7. Notices. All notices, communications, and reports required or permitted under this Agreement shall be given to the respective Parties, by registered or certified United States mail, postage prepaid, return receipt requested at the addresses shown below:

If intended for City, to:  
City of Friendswood  
910 S. Friendswood Drive  
Friendswood, Texas 77546-4856  
Attention: City Manager



If intended for CCISD, to:  
Clear Creek Independent School District  
2425 East Main Street  
League City, Texas 77573  
Attention: Superintendent of Schools

All notices hereunder given shall be deemed validly given when actually received or, if earlier, on the third (3<sup>rd</sup>) day following deposit in a United States Postal Service post office or receptacle if the notice otherwise complies with all of the requisites of this section.

8. Venue. The obligations of the Parties hereto shall be performed in Galveston County, Texas, and if legal action is necessary to enforce same, exclusive venue shall lie in Galveston County, Texas.
9. Governing Law. This Agreement shall be governed by and construed in accordance with the laws and courts of the State of Texas.
10. Legal Construction. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this Agreement.
11. Entire Agreement. This Agreement embodies the complete agreement of the Parties hereto, superseding all oral or written previous agreements between the Parties and relating to matters in this Agreement, and cannot be modified without written agreement of the Parties to be attached to and made a part of this Agreement.
12. Authority. This Agreement is entered under authority of and in accordance with the provisions of Chapter 791 of the Texas Government Code, and Chapter 37 of the Texas Education Code. Each Party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each party has been properly authorized and empowered to enter into this Agreement. The persons executing this Agreement hereby represent that they have authorization to sign on behalf of their respective governmental entities.

IN WITNESS WHEREOF, the undersigned executed this Agreement on dates specified hereinbelow.

CITY OF FRIENDSWOOD

CLEAR CREEK INDEPENDENT  
SCHOOL DISTRICT

\_\_\_\_\_  
MORAD KABIRI  
City Manager

\_\_\_\_\_  
KAREN ENGLE  
Superintendent of Schools

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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## EXHIBIT "A"

| <b>Number<br/>of<br/>Crossing<br/>Guards</b> | <b>Crossing Guard Assignment</b>            | <b>Campus</b>        | <b>Hours AM</b> | <b>Hours PM</b> |
|----------------------------------------------|---------------------------------------------|----------------------|-----------------|-----------------|
| 1                                            | Blackhawk Blvd & Friendswood Link Rd        | Wedgewood Elementary | 7:15AM - 8:15AM | 2:30PM - 3:30PM |
| 2                                            | 4000 Friendswood Link ( In front of school) | Wedgewood Elementary | 7:15AM - 8:15AM | 2:30PM - 3:30PM |



## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 03/22/2024

Prepared by: Karen Horner, City Attorney

Subject: Consider authorizing the First Amendment to the Grant Administration Services Agreement with GrantWorks, Inc., for the U.S. Department of Housing and Urban Development Community Development Block Grant - Mitigation Funds (CDBG-MIT 24-065-030-E485) administered by the Texas General Land Office.

Originating Department: Engineering

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

This proposed amendment specifies with particularity the services to be performed by GrantWorks, Inc., under Agreement Number 24-065-030-E485 administered by the Texas General Land Office ("GLO") for recovery and infrastructure improvements for designated disasters pursuant to the U.S. Department of Housing and Urban Development Community Development Block Grant – Mitigation ("CDBG-MIT") Program. Pursuant to the terms of the Agreement and the First Amendment, GrantWorks will assist the City in ensuring all proper documentation is submitted to the Texas General Land Office for the grant by April 30, 2024. The following details the milestones and the cost associated with each under the amended agreement:

| Item           | Milestone Description                                                                                                                                                     | Amount      | Percent |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|
| Administration |                                                                                                                                                                           |             |         |
| 1              | Project Kick-Off and Startup Package – signatory form; audit certification; labor standards designations; direct deposit form; acquisition report submitted if applicable | \$32,118.60 | 15%     |
| 2              | Environmental Notice to Proceed                                                                                                                                           | \$32,118.60 | 15%     |
| 3.1            | Environmental Site Photos and Field Log                                                                                                                                   | \$10,706.20 | 5%      |
| 3.2            | Environmental Agency Letters Sent                                                                                                                                         | \$10,706.20 | 5%      |
| 3.3            | Finding of No Significant Impact (FONSI) Posted                                                                                                                           | \$10,706.20 | 5%      |

|               |                                                                            |              |      |
|---------------|----------------------------------------------------------------------------|--------------|------|
| 3.4           | Environmental Review Record complete – Authority to Use Grant Funds issued | \$10,706.20  | 5%   |
| 4             | Bid Advertised                                                             | \$21,412.40  | 10%  |
| 5             | Construction Notice to Proceed                                             | \$53,531.00  | 25%  |
| 6             | 25% Construction Complete                                                  | \$5,353.10   | 2.5% |
| 7             | 75% Construction Complete                                                  | \$5,353.10   | 2.5% |
| 8             | Construction Complete, Final Wage Compliance Report issued                 | \$10,706.20  | 5%   |
| 9             | Closeout Packet submitted and approved                                     | \$10,706.20  | 5%   |
|               | Subtotal Amount                                                            | \$214,124.00 |      |
| Environmental |                                                                            |              |      |
| 1E            | Commencement of Environmental Phase                                        | \$6,000.00   | 30%  |
| 2E            | Environmental Review Record Complete – Authority to Use Grant Funds issued | \$14,000.00  | 70%  |
|               | Subtotal Amount                                                            | \$20,000.00  |      |
|               | Total Fixed Fee Amount                                                     | \$234,124.00 |      |

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

Staff recommends approval.

### ATTACHMENTS

1. First Amendment-06202024\_signed
2. Form 1295 - GrantWorks
3. GrantWorks Admin Contract Amendment TX Govt Code Verification



# FIRST AMENDMENT TO THE GRANT ADMINISTRATION SERVICES AGREEMENT

STATE OF TEXAS                   §  
                                             §  
COUNTY OF GALVESTON   §

This First Amendment ("First Amendment") to the Grant Administration Services Agreement between the City of Friendswood (the "City") and GrantWorks, Inc. (the "Consultant") dated November 7, 2022 (the "Agreement"), is made by and between the same parties on the date hereinafter last specified for specific grant administration services for the City's U.S. Department of Housing and Urban Development Community Development Block Grant – Mitigation ("CDBG-MIT") funds associated with Agreement Number 24-065-030-E485 administered by the Texas General Land Office ("GLO") for recovery and infrastructure improvements for designated disasters.

1. Definitions. Unless a different meaning clearly appears from the context, words and phrases as used in this First Amendment shall have the same meanings as in the Agreement.
2. Amendments.
  - a. Article II "Scope of Work," Section 2.1 of the Agreement is hereby amended to add a new exhibit for Agreement Number 24-065-030-E485, which exhibit is attached hereto as Exhibit "A" (the "Services").
  - b. Article V "Time of Performance," Section 5.1 of the Agreement is hereby amended to read as follows:
    - 5.1 The Consultant shall commence performing Services no earlier than the date of this First Amendment.
  - c. Article V "Time of Performance," Section 5.2 of the Agreement is hereby amended to read as follows:
    - 5.2 The Consultant shall use commercially reasonable efforts to perform all services required and performed hereunder within either seven hundred thirty (730) calendar days or the project's administrative closure date, as defined by GLO, whichever is later, unless the scope of work and time of performance are changed in accordance with Article X or Section 14.1.
  - d. Article VI "Compensation to Consultant," Section 6.1 of the Agreement is hereby amended to read as follows:
    - 6.1 For and in consideration of the foregoing, City agrees to pay Consultant a fixed fee of TWO HUNDRED THIRTY-FOUR THOUSAND ONE HUNDRED TWENTY-FOUR AND NO/100 DOLLARS (\$234,124.00) in accordance with the following schedule. The fee schedule shall be based upon identified contract milestones, as follows:

| Item           | Milestone Description | Amount | Percent |
|----------------|-----------------------|--------|---------|
| Administration |                       |        |         |

| Item                 | Milestone Description                                                                                                                                                     | Amount              | Percent |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------|
| 1                    | Project Kick-Off and Startup Package – signatory form; audit certification; labor standards designations; direct deposit form; acquisition report submitted if applicable | \$32,118.60         | 15%     |
| 2                    | Environmental Notice to Proceed                                                                                                                                           | \$32,118.60         | 15%     |
| 3.1                  | Environmental Site Photos and Field Log                                                                                                                                   | \$10,706.20         | 5%      |
| 3.2                  | Environmental Agency Letters Sent                                                                                                                                         | \$10,706.20         | 5%      |
| 3.3                  | Finding of No Significant Impact (FONSI) Posted                                                                                                                           | \$10,706.20         | 5%      |
| 3.4                  | Environmental Review Record complete – Authority to Use Grant Funds issued                                                                                                | \$10,706.20         | 5%      |
| 4                    | Bid Advertised                                                                                                                                                            | \$21,412.40         | 10%     |
| 5                    | Construction Notice to Proceed                                                                                                                                            | \$53,531.00         | 25%     |
| 6                    | 25% Construction Complete                                                                                                                                                 | \$5,353.10          | 2.5%    |
| 7                    | 75% Construction Complete                                                                                                                                                 | \$5,353.10          | 2.5%    |
| 8                    | Construction Complete, Final Wage Compliance Report issued                                                                                                                | \$10,706.20         | 5%      |
| 9                    | Closeout Packet submitted and approved                                                                                                                                    | \$10,706.20         | 5%      |
|                      | <b>Subtotal Amount</b>                                                                                                                                                    | <b>\$214,124.00</b> |         |
| <b>Environmental</b> |                                                                                                                                                                           |                     |         |
| 1E                   | Commencement of Environmental Phase                                                                                                                                       | \$6,000.00          | 30%     |
| 2E                   | Environmental Review Record Complete – Authority to Use Grant Funds issued                                                                                                | \$14,000.00         | 70%     |
|                      | <b>Subtotal Amount</b>                                                                                                                                                    | <b>\$20,000.00</b>  |         |
|                      | <b>Total Agreement Amount</b>                                                                                                                                             | <b>\$234,124.00</b> |         |

- e. Article VI "Compensation to Consultant," Section 6.2 of the Agreement is hereby amended to read as follows:

6.2 Payment shall be made on a pro-rata basis only after (ii) receipt of a detailed invoice/progress report and (ii) funding is received under the Grant. Each invoice/progress report shall be calculated proportionately based on the completion of the respective milestones of each Project Site, not exceed the aggregate amount for each milestone. The progress report letter will describe the services performed and the work accomplished during the report period, as well as any problems or delays encountered and actions taken to remedy them. Each statement shall be certified as true and correct by an officer of the Consultant. Each invoice is due and payable by the City within thirty (30) calendar days following (i) receipt of service, (ii) receipt of an invoice, or (iii) receipt of funding under the Grant from the applicable funding entity, whichever is later. However, the City shall not be obligated to pay the full amount of an invoice if there is a dispute in the bill tendered by the Consultant to the City for payment or in the reimbursement received by the applicable funding entity for the services. The City will not dispute payment of bills in an unreasonable manner. If there is a dispute, the City shall pay only the undisputed amount.

- f. Article XII "Inspection of Records" of the Agreement is hereby amended by adding a new section numbered Section 6.3, which section shall read as follows:

6.3 During the term of this Agreement, the Consultant shall assist the City in maintaining fiscal records and supporting documentation for all expenditures of funds made under the Agreement. Such records must include data on racial, ethnic, and gender characteristics of persons who are applicants for, participants in, or beneficiaries of the funds provided under the Agreement. City shall retain such records, and any supporting documentation, for the greater of three years from closeout of the Agreement or the period required by other applicable laws and regulations.



- g. Article XIV "Miscellaneous Provisions," Section 14.15 of the Agreement is hereby amended to read as follows:
- 14.15 This Agreement shall be construed under and in accordance with the laws of the State of Texas. This Agreement is performed in Galveston County, Texas, and is subject to all applicable federal, state, and local laws, statutes, codes, and any applicable permits, ordinances, rules, orders, and regulations.
- h. Article XIV "Miscellaneous Provisions" of the Agreement is hereby amended by adding new sections numbered Sections 14.22 through 14.27, which sections shall read as follows:
- 14.22 This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representative, successors and permitted assigns. This Agreement does not and is not intended to confer any rights or remedies to any person other than the parties to this Agreement.
- 14.23 If in any case, one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
- 14.24 It is agreed that all information, data, reports, records, and maps as are existing, available and necessary for the carrying out of the work outlined in this Agreement shall be furnished to the Consultant by the City. No charge will be made to Consultant for such information, and the City will cooperate with Consultant to facilitate the performance of the Services.
- 14.25 For purposes of this Agreement, the City Engineer or his designee will serve as the Local Program Liaison and primary point of contact for the Consultant. All required progress reports and communications regarding the project shall be directed to this liaison and other local personnel as appropriate.
- 14.26 Neither party will be liable to the other party or any other person or entity for any special, incidental, indirect, consequential, punitive or exemplary damages arising out of or relating to this Agreement, regardless of the form of action and whether or not such party has been informed of or otherwise might have anticipated the possibility of such damages.
- 14.27 A "Force Majeure Event" means any major event or cause beyond a party's reasonable control (including, without limitation, major construction delay, unavoidable major casualties, including fire, or severe abnormal weather conditions, as a result of which at any time a party is unable to perform any of its obligations under this Agreement. If a Force Majeure Event occurs during the term of this Agreement that prevents the Consultant from performing its obligations hereunder, the time for performance shall be extended one day for each day of delay. Adjustments to the Consultant's schedule shall be permitted for a delay only to the extent such delay is not caused or could not have reasonably been anticipated, mitigated or avoided by the Consultant and only if the Consultant has provided the City prompt (no later than three days after the force majeure event) notice of the force majeure event.

14.28 This Amendment incorporates Exhibits "A" and "B," which are attached hereto and made a part hereof for all intents and purposes as well as the GLO State Contract Agreement and the below-described "Attachments A-E," which each are attached hereto and are hereby incorporated by reference:

- Attachment A: Assurances - Construction Programs (Form 424D) and Certification Regarding Lobbying Lower Tier Covered Transactions (Form CD-512)
- Attachment B: General Affirmations
- Attachment C: Performance Statement from the GLO State Agreement
- Attachment D: Nonexclusive List of Laws, Rules, and Regulations
- Attachment E: Required Insurance and Form including Certificate of Liability Insurance

Should there be any conflict among any of the documents referenced hereinabove, it is expressly understood that this Amendment along with the Agreement shall control.

3. Entire Agreement. The provisions of this First Amendment and the Agreement should be read together and construed as one agreement; provided that in the event of any conflict or inconsistency between the provisions of this First Amendment and the provisions of the Agreement, the provisions of this First Amendment shall control.
4. Interpretation. This First Amendment has been jointly negotiated by the parties hereunder and shall not be construed against a Party hereunder because that Party may have assumed primary responsibility for the drafting of this First Amendment.
5. Captions. Captions contained in the Agreement and First Amendment are for reference only and, therefore, have no effect in construing the documents. The captions are not restrictive of the subject matter of any section.
6. No Waiver. By this First Amendment, the City does not consent to litigation or suit, and the City hereby expressly revokes any consent to litigation that it may have granted by the terms of this First Amendment, the Agreement or any other contract or agreement or addenda, any charter, or applicable state law. Nothing contained in this First Amendment or in the Agreement shall be construed in any way to limit or to waive the City's governmental immunity.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment in multiple copies, each of which shall be deemed to be an original, but all of which shall constitute but one and the same amendment, on the date indicated hereinabove.

**GrantWorks, Inc.**  
**2201 Northland Drive**  
**Austin, Texas 78756**

**City of Friendswood**  
**910 S Friendswood Drive**  
**Friendswood, Texas 77546**

BY: Bruce Spitzengel  
**Bruce J. Spitzengel**  
**President**

BY: \_\_\_\_\_  
**Mike Foreman**  
**Mayor**

ATTEST:

BY: \_\_\_\_\_  
**Leticia Brysch**  
**City Secretary**



**Exhibit "A"**  
**SCOPE OF WORK**  
**for**  
**Agreement Number 24-065-030-E485**

**SCOPE OF SERVICES REQUESTED**

The Consultant will help City fulfill State and Federal Community Development Block Grant Disaster Recovery ("CDBG-MIT") statutory responsibilities related to recovery in connection with any federally declared disaster. The Consultant will assist in completion of CDBG-MIT qualified housing or non-housing projects, or both. Grant administrative services must be performed in compliance with the U.S. Department of Housing and Urban Development ("HUD") and guidelines issued by the GLO.

**DESCRIPTION OF SERVICES AND SPECIAL CONDITIONS**

Consultant shall furnish pre-funding and post-funding grant administrative services to complete the Disaster Recovery projects, including, but not limited to, the following:

**Pre-Funding Services**

The Consultant will develop project scope and complete CDBG-MIT application. The Consultant will work with the City to provide the concise information needed for submission of complete Disaster Recovery funding application and related documents. The required information shall be submitted in a format to be described by the GLO.

**Post-Funding Services**

The Consultant will administer and complete infrastructure, utilities, housing and eligible projects approved for mitigation funding and must follow all requirements of the Texas CDBG-MIT program.

**1. Grant Administration Services – General**

a. Administrative Duties:

- (1) Coordinate, as necessary, between subrecipient and any other appropriate service providers (i.e. Engineer, Environmental, etc.), contractor, subcontractor and GLO to effectuate the services requested.
- (2) May assist in public hearings.
- (3) Will work with GLO's system of record.
- (4) Provide monthly project status updates.
- (5) Funding release will be based on deliverables identified in Section 3.
- (6) Labor and procurement duties:
  - (a) Provide all Labor Standards Officer (LSO) Services.
  - (b) Furnish access to LCPtracker, a cloud-based SaaS solution, for certified payroll tracking, construction site compliance, and workforce reporting.
  - (c) Ensure compliance with all relevant labor standards regulations.
  - (d) Ensure compliance with procurement regulations and policies.
  - (e) Maintain document files to support compliance.

b. Financial Duties:

- (1) Prepare and submit all required reports (Section 3, Financial Interest, etc.).
- (2) Assist subrecipient with the procurement of audit services.
- (3) Assist subrecipient in establishing and maintaining a bank account for program funds.
- (4) Implementation and coordination of Affirmatively Furthering Fair Housing ("AFFH") requirements as directed by HUD and the GLO.
- (5) Implementation and coordination of Section 504 requirements.

- (6) Program compliance.
- (7) Ensure that fraud prevention and abuse practices are in place and being implemented.
- (8) Prepare and submit all closeout documents.
- (9) Submit all invoices no later than 60 days after the expiration of the contract. All outstanding funds may be swept after 60 days. The provider may request an extension of this requirement in writing.
- (10) Assist in preparation of contract revisions and supporting documents including but not limited to:
  - (a) Amendments/modifications,
  - (b) Change orders.

c. Construction Management

- (1) The provider will assist the subrecipient in submitting/setting up project applications in the GLO's system of record.
- (2) The provider may compile and collate complete contract/bid packages that meet GLO program requirements. The packages will contain supporting documentation that meets or exceeds the requirements of the GLO's program. If applications do not have the necessary forms, the provider may assist the subrecipient by coordinating to acquire the necessary documentation.
- (3) The provider may monitor, report, and evaluate contractor's performance; notify the subrecipient if the contractor(s) fails to meet established scheduled milestones. Receive, review, recommend, and process any change orders as appropriate to the individual projects.
- (4) The provider may assist the subrecipient with project Activity Draws/Close Out.
- (5) The provider may assist the subrecipient by submitting all the necessary documentation for draws and to close a project activity in the GLO's system of record. The provider will compile, review for completeness, and collate complete contract/closeout packages that meet GLO program requirements for draw requests. If applications do not have the necessary forms, the provider may assist the subrecipient by coordinating to acquire the necessary documentation.
- (6) Reassignment scope alignment (if necessary).

## 2. Grant Administration Services – Infrastructure

a. Administrative Duties:

- (1) Ensure program compliance including all CDBG-MIT requirements and all parts therein, current Federal Register, etc.
- (2) Assist subrecipient in establishing and maintaining financial processes.
- (3) Obtain and maintain copies of the subrecipient's most current contract including all related change requests, revisions and attachments.
- (4) Establish and maintain record keeping systems.
- (5) Assist subrecipient with resolving monitoring and audit findings.
- (6) Serve as monitoring liaison.
- (7) Assist subrecipient with resolving third party claims.
- (8) Report suspected fraud to the GLO.
- (9) Submit timely responses to the GLO requests for additional information.
- (10) Complete draw request forms and supporting documents.
- (11) Facilitate outreach efforts, application intake, and eligibility review.
- (12) Perform any other administrative duty required to deliver the project.
- (13) Utilize and assist with GLO's system of record to complete milestones, submit documentation, reports, draws, change requests, etc.
- (14) Submit change requests and all required documentation related to any change requests.



- b. Acquisition Duties<sup>1</sup>:
  - (1) Submit acquisition reports and related documents.
  - (2) Establish acquisition files (if necessary).
  - (3) Complete acquisition activities (if necessary).
- c. Environmental Services:
  - (1) Assist detailed scope of services
    - (a) Review each project description to ascertain and/or verify the level of environmental review required: Exempt, Categorical Exclusion not Subject to 58.5, Categorical Exclusion Subject to 58.5, Environmental Assessment, and Environmental Impact Statements;
    - (b) If necessary, conduct tiered environmental review and submit broad and site-specific environmental reviews as required by 24 CFR Part 58.
    - (c) Prepare, complete and submit HUD required forms for environmental review and provide all documentation to support environmental findings;
    - (d) Consult and coordinate with oversight/regulatory agencies to facilitate environmental clearance;
    - (e) Be able to perform or contract special studies, additional assessments, or permitting to secure environmental clearance. These may include, but are not limited to, biological assessments, wetland delineations, asbestos surveys, lead-based paint assessments, archeology studies, architectural reviews, Phase I & II ESAs, USACE permits, etc.;
    - (f) Prepare all responses to comments received during comment phase of the environmental review, including state/federal Agency requiring further studies and/or comments from public or private entities during public comment period;
    - (g) Maintain close coordination with local officials, project engineer and other members of the project team to assure appropriate level of environmental review is performed and no work is conducted without authorization;
    - (h) Complete and submit the environmental review into GLO's system of record;
    - (i) At least one site visit to project location and completion of a field observation report;
    - (j) Prepare and submit for publication all public notices, including, but not limited to, the Notice of Finding of No Significant Impact (FONSI), Request for Release of Funds floodplain/wetland early and final notices in required order and sequence;
    - (k) Provide documentation of clearance for Parties Known to be Interested as required by 24 CFR 58.43;
    - (l) Process environmental review and clearance in accordance with NEPA;
    - (m) Advise and complete environmental re-evaluations per 24 CFR 58.47 when evidence of further clearance or assessment is required;
    - (n) Prepare and submit Monthly Status Report; and
    - (o) Participate in regularly scheduled progress meetings.

---

<sup>1</sup> Acquisition duties may not be required in each project other than the submittal of an "acquisition report" documenting no activities. Consultant will assist in facilitating additional acquisition services that may be required, including any or all of the following activities: obtaining documentation of property ownership, correspondence and notifications to property owners, negotiations between the City and property owners, requesting signatures, filing records, CAD-based fair market value estimates, coordinating the services of appraisers, surveyors, or other third parties. Costs for any third-party acquisition services shall be paid from the Acquisition line item.

**Exhibit "B"**  
**TERMS AND CONDITIONS**

1. **PERSONNEL.** The Consultant represents it has or will secure at its own expense, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City. The Consultant may subcontract any of the work or services covered by this Agreement, provided that (a) any subcontracted work or services must be the subject of a written approval, written contract or agreement, (b) the Consultant shall be responsible to City for the acts or omissions of any such subcontractor, and (c) such subcontractors shall be subject to the requirements of the program.
2. **REPORTS AND INFORMATION.** The Consultant, at such times and in such forms as the City may reasonably require, shall furnish the City periodic reports as it may request pertaining to the work or services undertaken pursuant to this Agreement, the costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Agreement.
3. **RECORD RETENTION.** In accordance with 2 CFR 200.333, Consultant shall provide to City all records pertinent to the Agreement. City shall retain all required records for at least three (3) years after making final payments and all other pending matters are closed.
4. **ACCESS TO RECORDS.** In accordance with 2 CFR 200.336, during the Agreement's time of performance, the grantee, the subgrantee, the federal grantor agency, Inspectors General, the Comptroller General of the United States, or any of their duly authorized representatives will have access to any books, documents, papers, and records maintained by the Consultant which are directly pertinent to the Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.
5. **FINDINGS CONFIDENTIAL.** All of the reports, information, data, etc., prepared or assembled by the Consultant under this Agreement are confidential; and the Consultant agrees that they shall not be made available to any individual or organization without the prior written approval of the City except where required by law or by court order.
6. **COMPLIANCE WITH LOCAL LAWS; INDEMNIFICATION.** Consultant shall comply with the requirements of all applicable laws, rules and regulations, and shall indemnify, and hold harmless the City from and against them, and shall indemnify and hold harmless the City from and against liability for payments of federal, state and local taxes on contributions imposed or required under the Social Security, workers' compensation and income tax laws associated solely with Consultant's performance of the services required to be performed by Consultant under this Agreement.
7. **TERMINATION OF AGREEMENT FOR CAUSE.** In accordance with 2 CFR 200 APPENDIX II (B), if the Consultant shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Consultant shall violate any of the covenants, agreements, or stipulations of this Agreement, the City shall provide written notice to Consultant reasonably specifying the failure or violation. If Consultant fails to cure such failure or violation within five (5) business days of receiving such notice, or if the failure or violation is incapable of cure within such timeframe, to begin to take actions to cure such failure or violation and to diligently pursue them to completion, City thereupon shall have the right to terminate this Agreement immediately by giving written notice to the Consultant. Consultant shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder. In such event, all finished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Consultant under this Agreement shall, at the option of the City, become its property.
8. **TERMINATION OF AGREEMENT FOR CONVENIENCE.** Either the City or the Consultant may terminate this Agreement at any time by providing at least ten (10) days' notice in writing to the other party to this Agreement. If the Agreement is terminated as provided herein, the Consultant will be paid for the



time provided and expenses incurred up to the termination date. In such event, all finished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Consultant under this Agreement shall, at the option of the City, become its property.

9. CONFLICTS OF INTEREST.

- A. Governing Body. City agrees that no member of its governing body, no other public official of City, and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this Agreement, and City shall take appropriate steps to assure compliance with this requirement.
- B. Other Local Public Officials. No other public official who exercises any functions or responsibilities in connection with the planning and carrying out of administration, construction, engineering or implementation of the CDBG award between the GLO and the City/County shall have any personal financial interest, direct or indirect, in the Consultant or this Agreement; and the Consultant shall take appropriate steps to assure compliance.
- C. Consultant and Employees. The Consultant warrants and represents that it has no conflict of interest associated with the CDBG award between the GLO and the City or this Agreement. The Consultant further warrants and represents that it shall not acquire an interest, direct or indirect, in any geographic area that may benefit from the CDBG award between the GLO and the City or in any business, entity, organization or person that may benefit from the award. The Consultant further agrees that it will not employ an individual with a conflict of interest as described herein.

10. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).

The Consultant certifies, by entering into this Agreement, that neither it nor its principals are presently debarred, suspended, or otherwise excluded from or ineligible for participation in federally assisted programs under Executive Orders 12549 (1986) and 12689 (1989). The term "principal" for purposes of this Agreement is defined as an officer, director, owner, partner, key employee, or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of the Consultant. The Consultant understands that it must not make any award or permit any award (or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in federal assistance programs under Executive Order 12549, "Debarment and Suspension."

11. GENERAL TERMS REGARDING THIRD-PARTY SERVICES.

Some services will be performed by third-party service providers.

Assistance by Consultant with (1) verification of construction contractors or other service contractors, (2) selection of bid award winners, or (3) any other activity relating to contractors, subcontractors, bid award winners or any other third party not directly engaged through a written agreement with Consultant to provide services required to be provided by Consultant under this Agreement (collectively "Third Parties") is not intended to be and shall not be construed as an endorsement, representation or warranty by Consultant of any kind relating to such Third Party Service Providers or of the quality of such Third Parties' work, and all such endorsements, representations or warranties hereby are expressly disclaimed.

Assistance by Consultant with the fulfillment of any requirements imposed by Third Parties, governmental or otherwise, shall not be construed as a representation or warranty, and Consultant makes no representations or warranties that any particular requirement will be achieved or met, and Consultant assumes no responsibility for the achievement or failure to achieve such requirements.

All assistance by Consultant described in this Agreement based on information provided by Third Parties shall be considered information provided by City, and Consultant shall be entitled to rely on such information without any additional duty of inquiry or investigation.

12. FEDERAL COMPLIANCE.

During the term of this Agreement, the parties shall comply with all federal laws, regulations, and rules including the following:

- A. CIVIL RIGHTS ACT OF 1964. Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits, or be subjected to discrimination under any program or activity receiving federal financial assistance.
- B. SECTION 504 REHABILITATION ACT OF 1973, as amended. The Consultant agrees that no otherwise qualified individual with disabilities shall, solely by reason of his/her disability, be denied the benefits of, or be subjected to discrimination, including discrimination in employment, under any program or activity receiving federal financial assistance.
- C. AGE DISCRIMINATION ACT OF 1975. The Consultant shall comply with the Age Discrimination Act of 1975 which provides that no person in the United States shall on the basis of age be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
- D. SECTION 109 OF THE HOUSING & COMMUNITY DEVELOPMENT ACT OF 1974.
  - i. Under Title VI of the Civil Rights Act of 1964, no person shall on the ground of race, color, religion, national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this Title.
- E. EQUAL OPPORTUNITY CLAUSE. During the performance of this Agreement, the Consultant agrees as follows:
  - i. The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Consultant will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
  - ii. The Consultant will, in all solicitations or advertisements for employees placed by or on behalf of the Consultant, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
  - iii. The Consultant will not discourage or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Consultant's legal duty to furnish information.
  - iv. The Consultant will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Consultant's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
  - v. The Consultant will comply with all provisions of Executive Order 11246 of September 24, 1965, "Equal Employment Opportunity," and of the rules, regulations, and relevant orders of the Secretary of Labor.

- vi. The Consultant will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- vii. In the event of the Consultant's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part; and the Consultant may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- viii. The Consultant will include the portion of the sentence immediately preceding paragraph (i) and the provisions of paragraphs (i) through (vii) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Consultant will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event a Consultant becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the Consultant may request the United States to enter into such litigation to protect the interests of the United States.

F. CONTRACTING WITH SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS.

- i. The non-federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- ii. Affirmative steps must include:
  - 1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
  - 2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
  - 3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;
  - 4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises;
  - 5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
  - 6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

13. ECONOMIC OPPORTUNITIES FOR SECTION 3 RESIDENTS AND SECTION 3 BUSINESS CONCERNS.

- A. The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3 shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this Agreement will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR 135, and all applicable rules and orders of the GLO issued thereunder prior to the execution of this



Agreement. The parties to this Agreement certify and agree that they are under no contractual or other disability which would prevent them from complying with these requirements.

- C. The City shall require each contractor to send to each labor organization or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or workers' representative of his/her commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.
  - D. The City shall require that this Section 3 clause is included in every contract or subcontract for work in connection with the project and will take appropriate action upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR Part 135. The City shall not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will terminate any subcontract unless the subcontractor has first provided it with a preliminary statement of ability to comply with requirements of the regulations. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each, and the name and location of the person(s) taking applications for each of the positions, and the anticipated date the work shall begin.
  - E. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 135, and all applicable rules and orders of the GLO issued hereunder prior to the execution of the Agreement, shall be a condition of the federal financial assistance provided to the project, binding upon the applicant or recipient for such assistance, its successors and assigns. Failure to fulfill these requirements shall subject the applicant, its contractors and subcontractors, its successors and assigns to those sanctions specified by the grant or loan agreement or contract through which federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 135.
  - F. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the Agreement is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
  - G. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this Agreement for default, and debarment or suspension from future HUD assisted contracts.
  - H. With respect to work performed in connection with Section 3 covered Indian housing assistance, Section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this Agreement. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this Agreement that are subject to the provisions of Section 3 and Section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with Section 7(b).
14. **PATENT RIGHTS AND INVENTIONS.** The Consultant shall comply with the requirements and regulations pertaining to patent rights with respect to any discovery or invention which arises or is developed in the course of or under such contract. (2 CFR 200 Appendix II (f) and Rights to Inventions in 37 CFR Part 401).
15. **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "rights

to inventions made by nonprofit organizations and small business firms under government grants, contracts and cooperative agreements," and any implementing regulations issued by the awarding agency. (2 CFR 200 Appendix II (F)).

16. ENERGY EFFICIENCY. The Consultant shall comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94A 163, 89 Stat. 871). (2 CFR 200 APPENDIX II (H) and 42 U.S.C. 6201).
17. VERIFICATION NO BOYCOTT ISRAEL. As required by Chapter 2270.002, Texas Government Code, the Consultant hereby verifies that it does not boycott Israel and will not boycott Israel through the term of this Agreement. For purposes of this verification, "boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.
18. NO FOREIGN TERRORIST ORGANIZATIONS. Pursuant to Chapter 2252.152, Texas Government Code, the Consultant represents and certifies that, at the time of execution of this Agreement neither the Consultant, nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the same (i) engages in business with Iran, Sudan, or any foreign terrorist organization as described in Chapters 806 or 807 of the Texas Government Code, or Subchapter F of Chapter 2252 of the Texas Government Code, or (ii) is a company listed by the Texas Comptroller of Public Accounts under Sections 806.051, 807.051, or 2252.153 of the Texas Government Code. The term "foreign terrorist organization" in this paragraph has the meaning assigned to such term in Section 2252.151 of the Texas Government Code.
19. GLO LOCAL INFRASTRUCTURE PROGRAM PROJECT DELIVERY FEE CAP. Total project delivery fees paid under this Agreement, including any subcontracts, shall not exceed the GLO's cap of maximum rates based on the fixed rate pricing that is dependent upon the CDBG-MIT final award amount at contract closeout. The percentage fee cap is outlined in this Agreement in Part I. Section III. Compensation and Method of Payment. Project Delivery may include, but is not limited to, grant administrator fees, costs associated with environmental clearance, and eligible costs for in-house efforts. Any decrease in the total CDBG-MIT award at final contract closeout, including those resulting from lower-than-anticipated construction costs or reduced project scope, will automatically adjust the total not-to-exceed fee owed to Consultant.
20. USE OF CLOUD-BASED CERTIFIED PAYROLL SOLUTION. Upon procurement of any prime construction contractor or subcontractor subject to Davis-Bacon certified payroll or other prevailing wage compliance requirements to perform work related to the Services described herein, the City shall require and enforce the use of LCPtracker, a cloud-based SaaS solution, for any certified payroll tracking, construction site compliance, and workforce reporting. Access to LCPtracker will be furnished by the Consultant.

## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 05/20/2024

Prepared by: Karen Horner, City Attorney

Subject: Consider on first reading an ordinance amending Chapter 70 "Streets, Sidewalks, and Other Public Places," Article III "Construction," Sections 70-77 "Restricted use," 70-79 "Maximum plant height," 70-80 "Minimum branch height above street gutter flow lines," and 70-81 "Extending into street" of the Friendswood City Code to revise the permitted height of plants, trees, and branches in and over restricted areas, including visibility triangles and other traveled public ways.

Originating Department: City Attorney

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

This is the first reading of an ordinance that revises the Friendswood City Code as to the permitted height of plants, trees and branches in and over restricted areas. Specifically, this ordinance makes the following changes:

| Section | Summary of Change                                                                                                                                                                                                                                                                                                                         |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 70-77   | <p>In describing "restricted areas," adds vegetation to recognize that the regulations in restricted areas include not only construction but also certain landscaping and vegetative growth.</p> <div><p><b>Sec. 70-77. Restricted area.</b></p><p>The areas in the city where construction <u>and vegetation</u> <del>is</del></p></div> |

are restricted under sections 70-78 through 70-80 are as follows:

- (1) All of that portion of land lying within a triangular shaped area on each street corner within the city described by metes and bounds as follows: Beginning at the precise corner of intersection point of the curbs of each of the two streets intersecting, forming each corner and extending 20 feet along each such curbline from such curb intersection point, the third side being determined by the drawing of a straight line from the ends of each such 20-foot extension, all as more fully portrayed by the sketch set out in this section (whether such land is privately owned or unpaved or untraveled street right-of-way property).
- (2) Where no curbs are in existence at such street intersections, such 20-foot lines shall coincide with the central flow line of the ditches paralleling such uncurbed streets (as such central flow line shall be determined by the ~~engineer-of-the city-city~~ engineer).



- (3) Trees shall not be planted in public utility easements or public street right-of-way without the prior written approval of the City Engineer.

70-79

Lowers the permitted height of vegetation in restricted areas from four feet (4') to three feet (3').

**Sec. 70-79. Maximum plant height.**

No property owner shall plant, grow or maintain or cause to be planted, grown or maintained in any area restricted under section 70-77 any plant, hedge, shrub or other growth, except trees as provided for in section 70-80, at a height greater than ~~four~~ **three** feet **(3')** from the street gutter flow line.

78-80

Increases the required height of branches above restricted areas from eight feet (8') to ten feet (10').

**Sec. 70-80. Minimum branch height above street gutter flow line.**

Any trees planted, grown and maintained in any area restricted under section 70-77 shall not have branches or foliage extending from the trunk thereof at a height lower than ~~eight~~ **ten** feet **(10')** from the street gutter flow line.

78-81

Increases the required height of branches above the traveled portion of a street from ten feet (10') to fifteen feet (15').

**Sec. 70-81. Extending into street.**

No property owner shall permit the growth of any tree limbs that extend over the curb and gutter into the street at an elevation lower than ~~ten~~ **fifteen** feet **(15')** above the traveled portion of such street.

This is the first of two readings of this ordinance. if approved, the second reading will be held on August 5, 2024.

**IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY** Damage may occur to City-owned and private vehicles as a result of insufficient clearance.

Current 10' minimum height does not provide sufficient access. The proposed 15' minimum height provides unobstructed access for fire apparatus, school buses, refuse trucks, public works vehicles and equipment, and public travel along city streets. 15' height mirrors neighboring cities' ordinances and provides for ample clearance for the the above-mentioned vehicles. **RECOMMENDATIONS** Staff recommends approval. **ATTACHMENTS**

1. Ordinance - Tree and Landscaping Restrictions

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, AMENDING CHAPTER 70 "STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES," ARTICLE III "CONSTRUCTION," SECTIONS 70-77 "RESTRICTED AREA," 70-79 "MAXIMUM PLANT HEIGHT," 70-80 "MINIMUM BRANCH HEIGHT ABOVE STREET GUTTER FLOW LINE" AND 70-81 "EXTENDING INTO STREET" OF THE FRIENDSWOOD CITY CODE TO REVISE THE PERMITTED HEIGHT OF PLANTS, TREES, AND BRANCHES IN AND OVER RESTRICTED AREAS, INCLUDING VISIBILITY TRIANGLES AND OVER TRAVELED PUBLIC WAYS; PROVIDING A MAXIMUM PENALTY OF FIVE HUNDRED AND NO/100 DOLLARS (\$500.00); REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY, PUBLICATION AND AN EFFECTIVE DATE.

\*\*\*\*\*

WHEREAS, the City of Friendswood, in its efforts to protect the public health, safety and welfare, desires to increase public safety by further regulating traffic impairments caused by the growth of trees and vegetation in areas that cause visibility obstructions for drivers of motor vehicles; and

WHEREAS, for the same purposes, the City desires to increase vertical clearance of vegetation overhanging sidewalks and roadways in the City to ensure that such limbs do not interfere with pedestrian or traffic safety, as failure to have sufficient clearances may cause debris on the roadway, traffic delays, accidents and injuries; NOW THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

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

Section 2. That Chapter 70 "Streets, Sidewalks, and Other Public Places," Article III "Construction," Section 70-77 "Restricted area," of the Friendswood City Code is hereby amended to read as follows:

## **CHAPTER 70. STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

### **ARTICLE III. CONSTRUCTION**

#### **Sec. 70-77. Restricted area.**

The areas in the city where construction and vegetation are restricted under sections 70-78 through 70-80 are as follows:

- (1) All of that portion of land lying within a triangular shaped area on each street corner within the city described by metes and bounds as follows: Beginning at the precise corner of intersection point of the curbs of each of the two streets intersecting, forming each corner and extending 20 feet along each such curbline from such curb intersection point, the third side being determined by the drawing of a straight line from the ends of each such 20-foot extension, all as more fully portrayed by the sketch set out in this section (whether such land is privately owned or unpaved or untraveled street right-of-way property).

- (2) Where no curbs are in existence at such street intersections, such 20-foot lines shall coincide with the central flow line of the ditches paralleling such uncurbed streets (as such central flow line shall be determined by the city engineer).
- (3) Trees shall not be planted in public utility easements or public street rights-of-way without the prior written approval of the City Engineer.

Section 3. That Chapter 70 "Streets, Sidewalks, and Other Public Places," Article III "Construction," Section 70-79 "Maximum plant height" of the Friendswood City Code is hereby amended to read as follows:

## **CHAPTER 70. STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

### **ARTICLE III. CONSTRUCTION**

#### **Sec. 70-79. Maximum plant height.**

No property owner shall plant, grow or maintain or cause to be planted, grown or maintained in any area restricted under section 70-77 any plant, hedge, shrub or other growth, except trees as provided for in section 70-80, at a height greater than three feet (3') from the street gutter flow line.

Section 4. That Chapter 70 "Streets, Sidewalks, and Other Public Places," Article III "Construction," Section 70-80 "Minimum branch height above street gutter flow line" of the Friendswood City Code is hereby amended to read as follows:

## **CHAPTER 70. STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

### **ARTICLE III. CONSTRUCTION**

#### **Sec. 70-80. Minimum branch height above street gutter flow line.**

Any trees planted, grown and maintained in any area restricted under section 70-77 shall not have branches or foliage extending from the trunk thereof at a height lower than ten feet (10') from the street gutter flow line.

Section 5. That Chapter 70 "Streets, Sidewalks, and Other Public Places," Article III "Construction," Section 70-81 "Extending into street" of the Friendswood City Code is hereby amended to read as follows:

## **CHAPTER 70. STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

### **ARTICLE III. CONSTRUCTION**

#### **Sec. 70-81. Extending into street.**

No property owner shall permit the growth of any tree limbs that extend over the curb and gutter into the street at an elevation lower than fifteen feet (15') above the traveled portion of such street.

Section 6. A violation of this ordinance is subject to the penalty provisions contained in Section 1-14 of the Friendswood City Code and as otherwise provided by law. Any person who shall



intentionally, knowingly, recklessly, or with criminal negligence fail to comply with any provision of this ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be fined in an amount not to exceed FIVE HUNDRED AND NO/100 DOLLARS (\$500.00). Each act of violation and each day upon which any such violation shall occur shall constitute a separate offense.

Section 7. That all ordinances or parts of ordinances in conflict or inconsistent with this ordinance are hereby expressly repealed.

Section 8. 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 the City of Friendswood, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

Section 9. The City Secretary shall give notice of the enactment of this ordinance by promptly publishing the caption of this ordinance after final passage in the official newspaper of the City.

Section 10. This ordinance shall take effect ten (10) days from and after its passage on second reading by the City Council of the City of Friendswood, Texas, and its publication in the official newspaper of the City.

INTRODUCED, READ, AND PASSED on first reading by the affirmative vote of the City Council of the City of Friendswood this 1<sup>st</sup> day of July, 2024.

---

MIKE FOREMAN, Mayor

ATTEST:

---

LETICIA BRYSCH, City Secretary

APPROVED AS TO FORM:

---

KAREN L. HORNER, City Attorney

INTRODUCED, READ, AND PASSED by the affirmative vote of the City Council of the City of Friendswood on second and final reading this 5<sup>th</sup> day of August, 2024.

---

MIKE FOREMAN, Mayor

ATTEST:

---

LETICIA BRYSCH, City Secretary

APPROVED AS TO FORM:

---

KAREN L. HORNER, City Attorney

## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/04/2024

Prepared by: Leticia Brysch, Assistant City Manager/City Secretary

Subject: Consider an ordinance amending the City's General Budget for Fiscal Year 2023-2024 by approving "Budget Amendment VIII" and providing for supplemental appropriation and/or transfer of certain funds.

Originating Department: Finance

Degree of importance: Significant

### SUMMARY / ORIGINATING CAUSE

By its nature, our budget is an estimate of the revenues and expenditures needed to accomplish the City Council and Staff goals for the year.

Throughout the year, events occur that require adjustments to the budget. These adjustments may be needed for various reasons, such as the recognition of extraordinary revenues or expenditures, new projects that are authorized by the Council or providing funding for expenditures resulting from extraordinary events like natural disasters. As the need arises, items for budget appropriations are accumulated and then submitted for approval at the City Council meeting each month. The budget adjustments covered by this ordinance comprise the eighth set for fiscal year 2023-2024.

We have attempted to provide as much explanation of the adjustments as possible through two sets of exhibits. Exhibit A provides a narrative explanation of each budget amendment. Exhibit B provides the details of each accounting transaction.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

Staff recommends approval.

### ATTACHMENTS

1. Ordinance - Budget Amendment No. VIII
2. FY24 BA VIII Exhibit A 07-01-2024v4
3. FY24 BA VIII Exhibit B 07-01-2024v5



AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, AMENDING ORDINANCE NO. 2023-20, PASSED AND APPROVED AUGUST 28, 2023, THE SAME BEING AN ORDINANCE APPROVING AND ADOPTING THE CITY'S GENERAL BUDGET FOR FISCAL YEAR 2023-24, BY APPROVING "BUDGET AMENDMENT VIII" THERETO; PROVIDING FOR SUPPLEMENTAL APPROPRIATION AND/OR TRANSFER OF CERTAIN FUNDS; PROVIDING FOR SEVERABILITY; PROVIDING OTHER MATTERS RELATED TO THE SUBJECT; AND PROVIDING FOR THE EFFECTIVE DATE.

\*\*\*\*\*

WHEREAS, by Ordinance No. 2023-20, the City Council of the City of Friendswood, Texas, adopted its "Original General Budget for Fiscal Year 2023-24"; and

WHEREAS, the City Council has determined that revenues and/or reserves are available for supplemental appropriation, and/or that the transfer of certain funds interdepartmentally is economically feasible and in the best interest of prudent budgeting and for municipal purposes; and

WHEREAS, Section 8.04 of the City Charter provides for amendments after adoption of the budget; and

WHEREAS, the City Council desires to amend said Original General Budget to reflect such supplemental appropriation and/or transfer in the fiscal year 2023-24; NOW THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

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 "Original General Budget of the City of Friendswood, Texas, for the Fiscal Year 2023-24" is hereby amended for municipal purposes as shown on "Budget Amendment VIII" to the "Original Budget of the City of Friendswood, Texas, for the Fiscal Year 2023-24" attached hereto. Said Budget Amendment VIII shall be attached to and made a part of such Original General Budget by the City Secretary and shall be filed as required by state law. A true and correct copy of said amendment is attached hereto as Exhibits "A" and "B" and is incorporated herein for all intents and purposes.

Section 3. In the event any clause, phrase, provision, sentence, or part of this ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Friendswood, Texas, declares that it would have passed each and every part of the same notwithstanding the

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

Section 4. This ordinance shall take effect immediately from and after its passage by the City Council of the City of Friendswood, Texas.

INTRODUCED, READ, and PASSED by the affirmative vote of the City Council of the City of Friendswood on this the 1<sup>st</sup> day of July, 2024.

\_\_\_\_\_  
MIKE FOREMAN, Mayor

ATTEST:

\_\_\_\_\_  
LETICIA BRYSCH, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
KAREN L. HORNER, City Attorney

## Exhibit "A"

**City of Friendswood  
Budget Amendment Summary  
Fiscal Year FY2023-2024  
Budget Amendment VIII  
July 1, 2024**

1. **Prior Year Encumbrances, \$487,287.** Reverse appropriation of funds for purchase orders issued in fiscal year 2022-2023 and outstanding at fiscal year-end September 30, 2023. The service for one purchase order was expensed in 2023 for \$423,304 and will not be expensed in Fiscal Year 2024. The remaining purchase orders for \$63,983 are related to grant projects that will not be expensed in Fiscal Year 2024.
2. **Police Department – Insurance Reimbursement, \$7,248.** Appropriate insurance reimbursement from TML-IRP for K-9 veterinary expenses for medical treatment. Funds will be appropriated to the Patrol Division's contract service's account.
3. **Police Department – Software Implementation Reimbursement, \$24,600.** Appropriate reimbursement received from Friendswood ISD for expenses related to the Integrated Safety Response software implementation. The city received a reimbursement of \$24,600 from Fisd for a change order to the Integrated Safety Response software implementation benefitting both the City and Fisd. Funding in the amount of \$73,800 was appropriated at the November 7, 2022 City Council meeting for the entire cost of the change order with the understanding that Fisd would reimburse a portion of the costs for the module once in place. Therefore, funds will be appropriated back to unassigned general fund balance.
4. **Public Works – Lift Station Repairs, \$98,961.\*** Appropriate funds for emergency repairs at Lift Station #23 and Lift Station #2. Lift Station #23 experienced a catastrophic pump failure requiring a total pump replacement. Lift Station #2 requires an emergency pump repair to remain operational. The funding source will be water and sewer working capital.
5. **Public Works – PW76 Vehicle Replacement, \$44,637.\*** Appropriate funds for the replacement of PW 76 in the Public Work's water operations division. The vehicle has experienced persistent mechanical issues and must be replaced ahead of schedule. The funding sources will be water and sewer working capital (\$16,654) and the vehicle replacement fund (\$27,683).
6. **Texas Municipal Clerks Association – City Secretary's Office, \$315.** Appropriate scholarship funds received from the Texas Municipal Clerks Association. Linda Newsted was awarded a scholarship to cover a portion of her training and travel expenses to attend the TMCA Seminar. The funds will be appropriated to the City Secretary's Office travel expenses and reimbursements account.
7. **Friendswood Public Library - Training, \$799.** Appropriate donation received from Friends of the Library for Karen Hart's travel expenses to the Texas Library Association's Annual Conference. Funds will be appropriated to the Library's travel and reimbursements account.
8. **Friendswood Public Library – Books, \$75.** Appropriate donations received from A. Brannen for book repairs and from D. & S. Barber in memory of Joan Schmidt. Funds will be appropriated to the Library's books account.
9. **HMGP Buyout Grant Reimbursement, \$41,036.** Appropriate grant funds received from the Hazard Mitigation Grant Program for Hurricane Harvey buyout properties. The City received the final reimbursement for the acquisition, demolition and assessments of 807 Penn and 1204 Myrtlewood.



Advance funding for these purchases were approved at the December 2, 2019, June 1, 2020, January 11, 2021, and September 13, 2021, City Council meetings. Therefore, the funds will be appropriated back to unassigned general fund balance.

10. **2017 CDBG-DR (Harris County) Grant Reimbursement, \$222,022.** Appropriate grant funds received from the 2017 CDBG-DR (Harris County) Grant Program for construction and engineering costs related to the Forest Bend Detention Pond project. The City received a reimbursement of \$219,499 for construction services on pay apps #10, #11, and #12 and \$2,523 for engineering services on reimbursement requests #35 and #36. Advanced funding for these services were approved at the September 14, 2020, August 7, 2023, and January 8, 2024, City Council meetings. Therefore, funds will be appropriated back to unassigned general fund balance.
11. **2017 CDBG-DR (Harris County) Grant Reimbursement, \$28,699.** Appropriate grant funds received from the 2017 CDBG-DR (Harris County) Grant Program for construction costs related to the Blackhawk Shelter project. The City received a reimbursement of \$28,699 for construction services on pay application #4. Advance funding for the project was ratified at the January 8, 2024, City Council meeting. Funds will be appropriated back to unassigned general fund balance.
12. **Friendswood Volunteer Fire Department – Fire Engine Rebuild, \$12,102.\*** Appropriate funds to assist the Friendswood Volunteer Fire Department with the mechanical repairs to Engine E-24. A complete engine rebuild is required to fix mechanical issues with E-24 and to ensure reliability in FVFD operations. The City will contribute \$12,102 toward the total cost of \$24,203. The funding source will be Fire/EMS donation funds.

\*Deferred Maintenance and Equipment

| City of Friendswood                         |                   |                |                                                                                                                                                           |           |
|---------------------------------------------|-------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| July 1, 2024                                |                   |                |                                                                                                                                                           |           |
| 2023-2024 Budget Amendment VIII - Exhibit B |                   |                |                                                                                                                                                           |           |
| BA Number                                   | Account Number    | Project Number |                                                                                                                                                           | Amount    |
| 1                                           | 421-0000-30200    |                | Reverse Prior Year Encumbrance Appropriation Ameresco - PO21003232-R2 (expensed in FY23)                                                                  | 423,304   |
| 1                                           | 421-7001-434.7190 |                | Reverse Prior Year Encumbrance Appropriation Ameresco - PO21003232-R2 (expensed in FY23)                                                                  | (423,304) |
| 1                                           | 124-0000-30200    |                | Reverse Prior Year Encumbrance Appropriations - PO23002604-R1, PO2100882-R3, PO2200235-R2 - grant related projects                                        | 58,510    |
| 1                                           | 124-7001-431.7805 |                | Reverse Prior Year Encumbrance Appropriations - Grant Mackay Company PO23002604-R1 - grant related projects                                               | (5,227)   |
| 1                                           | 124-7001-431.7130 |                | Reverse Prior Year Encumbrance Appropriations - Kimley-Horn and Associates PO2100882-R3 - grant related projects                                          | (16,650)  |
| 1                                           | 124-7001-431.7130 |                | Reverse Prior Year Encumbrance Appropriations - 5EEngineering LLC PO22000235-R2 - grant related projects                                                  | (36,633)  |
| 1                                           | 123-0000-30200    |                | Reverse Prior Year Encumbrance Appropriation RPS Infrastructure, Inc - PO21000133-R3 - grant related projects                                             | 5,473     |
| 1                                           | 123-7001-431.7130 |                | Reverse Prior Year Encumbrance Appropriation RPS Infrastructure, Inc - PO21000133-R3 - grant related projects                                             | (5,473)   |
| 2                                           | 001-0000-38310    |                | Appropriate TML insurance proceeds for K-9 veterinary services                                                                                            | (7,248)   |
| 2                                           | 001-2120-421.7400 |                | Appropriate TML insurance proceeds for K-9 veterinary services                                                                                            | 7,248     |
| 3                                           | 001-0000-33700    |                | Reimburse unassigned general fund balance for FISC ICS Software - Integrated Safe Response Module                                                         | (24,600)  |
| 3                                           | 001-0000-30500    |                | Reimburse unassigned general fund balance for FISC ICS Software - Integrated Safe Response Module                                                         | 24,600    |
| 4                                           | 401-0000-30600    |                | Appropriate water and sewer working capital for repairs at lift stations #2 and #23*                                                                      | (98,961)  |
| 4                                           | 401-3656-433.6800 |                | Appropriate water and sewer working capital for repairs at lift stations #2 and #23*                                                                      | 98,961    |
| 5                                           | 401-0000-30600    |                | Appropriate water and sewer working capital to supplement the replacement of PW 76*                                                                       | (16,954)  |
| 5                                           | 401-9002-491.9130 |                | Appropriate water and sewer working capital to supplement the replacement of PW 76*                                                                       | 16,954    |
| 5                                           | 301-0000-39137    |                | Appropriate water and sewer working capital to supplement the replacement of PW 76*                                                                       | (16,954)  |
| 5                                           | 301-0501-434.8300 |                | Appropriate water and sewer working capital to supplement the replacement of PW 76*                                                                       | 16,954    |
| 5                                           | 301-0000-30100    |                | Appropriate undesignated fund balance for the replacement of PW 76*                                                                                       | (27,683)  |
| 5                                           | 301-0501-434.8300 |                | Appropriate undesignated fund balance for the replacement of PW 76*                                                                                       | 27,683    |
| 6                                           | 001-0000-38000    |                | Appropriate TMCA scholarship received for L. Newsted, CSO                                                                                                 | (315)     |
| 6                                           | 001-0201-411.7520 |                | Appropriate TMCA scholarship received for L. Newsted, CSO                                                                                                 | 315       |
| 7                                           | 001-0000-38600    |                | Appropriate donation received from Friends of the Library for K. Hart to attend TLA conference                                                            | (799)     |
| 7                                           | 001-6310-459.7520 |                | Appropriate donation received from Friends of the Library for K. Hart to attend TLA conference                                                            | 799       |
| 8                                           | 001-0000-38600    |                | Appropriate donations received from A. Brannen and D. Barber for Library books                                                                            | (75)      |
| 8                                           | 001-6310-459.5482 |                | Appropriate donations received from A. Brannen and D. Barber for Library books                                                                            | 75        |
| 9                                           | 001-14018         |                | Reimburse unassigned general fund balance for advance funding related to the HMGP Buyout Grant Program                                                    | (41,036)  |
| 9                                           | 001-10199         |                | Reimburse unassigned general fund balance for advance funding related to the HMGP Buyout Grant Program                                                    | 41,036    |
| 9                                           | 120-10199         |                | Reimburse unassigned general fund balance for advance funding related to the HMGP Buyout Grant Program                                                    | (41,036)  |
| 9                                           | 120-26010         |                | Reimburse unassigned general fund balance for advance funding related to the HMGP Buyout Grant Program                                                    | 41,036    |
| 10                                          | 123-10199         |                | Reimburse unassigned general fund balance for adv funding related to 2017 CDBG-DR (Harris County) grant for Forest Bend Detention Pond Pay App 10,11, &12 | (219,499) |
| 10                                          | 123-26010         |                | Reimburse unassigned general fund balance for adv funding related to 2017 CDBG-DR (Harris County) grant for Forest Bend Detention Pond Pay App 10,11, &12 | 219,499   |
| 10                                          | 001-14028         |                | Reimburse unassigned general fund balance for adv funding related to 2017 CDBG-DR (Harris County) grant for Forest Bend Detention Pond Pay App 10,11, &12 | (219,499) |
| 10                                          | 001-10199         |                | Reimburse unassigned general fund balance for adv funding related to 2017 CDBG-DR (Harris County) grant for Forest Bend Detention Pond Pay App 10,11, &12 | 219,499   |
| 10                                          | 123-10199         |                | Reimburse unassigned general fund balance for adv funding related to 2017 CDBG-DR (Harris County) grant for FB Detention Pond Engineering RR 35, 36       | (2,523)   |
| 10                                          | 123-26010         |                | Reimburse unassigned general fund balance for adv funding related to 2017 CDBG-DR (Harris County) grant for FB Detention Pond Engineering RR 35, 36       | 2,523     |
| 10                                          | 001-14028         |                | Reimburse unassigned general fund balance for adv funding related to 2017 CDBG-DR (Harris County) grant for FB Detention Pond Engineering RR 35, 36       | (2,523)   |
| 10                                          | 001-10199         |                | Reimburse unassigned general fund balance for adv funding related to 2017 CDBG-DR (Harris County) grant for FB Detention Pond Engineering RR 35, 36       | 2,523     |
| 10                                          | 123-0000-33100    |                | Appropriate grant proceeds for 2017 CDBG-DR (Harris County) for FB Detention Pond Engineering RR 35, 36                                                   | (2,523)   |
| 10                                          | 123-7001-431.7130 |                | Appropriate grant proceeds for 2017 CDBG-DR (Harris County) for FB Detention Pond Engineering RR 35, 36                                                   | (2,523)   |

| <b>City of Friendswood</b>                         |                       |                       |                                                                                                                                           |               |
|----------------------------------------------------|-----------------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| <b>July 1, 2024</b>                                |                       |                       |                                                                                                                                           |               |
| <b>2023-2024 Budget Amendment VIII - Exhibit B</b> |                       |                       |                                                                                                                                           |               |
| <b>BA Number</b>                                   | <b>Account Number</b> | <b>Project Number</b> |                                                                                                                                           | <b>Amount</b> |
| 11                                                 | 123-0000-33100        |                       | Appropriate 2017 CDBG-DR (Harris County) grant proceeds for advance funding for Blackhawk Shelter Project                                 | (28,699)      |
| 11                                                 | 123-7001-419.8591     |                       | Appropriate 2017 CDBG-DR (Harris County) grant proceeds for advance funding for Blackhawk Shelter Project                                 | 28,699        |
| 11                                                 | 001-10199             |                       | Reimburse unassigned general fund balance for advance funding related to 2017 CDBG-DR (Harris County) grant for Blackhawk Shelter Project | 28,699        |
| 11                                                 | 001-14028             |                       | Reimburse unassigned general fund balance for advance funding related to 2017 CDBG-DR (Harris County) grant for Blackhawk Shelter Project | (28,699)      |
| 11                                                 | 123-26010             |                       | Reimburse unassigned general fund balance for advance funding related to 2017 CDBG-DR (Harris County) grant for Blackhawk Shelter Project | 28,699        |
| 11                                                 | 123-10199             |                       | Reimburse unassigned general fund balance for advance funding related to 2017 CDBG-DR (Harris County) grant for Blackhawk Shelter Project | (28,699)      |
| 12                                                 | 131-0000-30100        |                       | Appropriate unassigned fund balance to assist Friendswood Volunteer Fire Department with E-24 engine rebuild*                             | (12,102)      |
| 12                                                 | 131-2201-422.7864     |                       | Appropriate unassigned fund balance to assist Friendswood Volunteer Fire Department with E-24 engine rebuild*                             | 12,102        |
| *Deferred Maintenance and Equipment                |                       |                       |                                                                                                                                           |               |



## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/24/2024

Prepared by: Karen Horner, City Attorney

Subject: Consider a resolution adopting an updated vision statement for the City of Friendswood.

Originating Department: City Attorney

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

At the Council Retreat held on June 22, 2024, each member of the City Council expressed his/her priorities for the City of Friendswood. From those priorities, the following vision statement was prepared:

*The Friendswood City Council is dedicated to providing quality public services, fostering a vibrant economic climate, and ensuring robust emergency operations and fiscal responsibility.*

*To achieve this, City Council desires to invest in our personnel and proactively address drainage, flooding, and mobility issues, while diversifying a tax base that will enhance safety and nurture a strong sense of community.*

This proposed resolution formally adopts the updated vision statement for the City of Friendswood. Once a vision statement is formally adopted, a mission statement and departmental pillars will be formulated and included in the FY2025 Budget.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

Staff recommends approval.

### ATTACHMENTS

1. Resolution - Vision Statement

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, ADOPTING A VISION STATEMENT FOR THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD; REPEALING ALL RESOLUTIONS OR PARTS OF RESOLUTIONS INCONSISTENT OR IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE.

\*\*\*\*\*

WHEREAS, at the City Council's retreat held on June 22, 2024, the City Council discussed current and future operations, plans, budgets, rules, policies and goals for the City of Friendswood; and

WHEREAS, at such meeting, each Councilmember in attendance listed some priorities on which each desires Council to focus; and

WHEREAS, based upon the priorities mentioned, the City Council desires to adopt a vision statement on which a mission statement and departmental pillars can be formulated and included in the FY2025 Budget; NOW THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. That the City Council of the City of Friendswood, Texas, hereby adopts the following vision statement for the City of Friendswood:

The Friendswood City Council is dedicated to providing quality public services, fostering a vibrant economic climate, and ensuring robust emergency operations and fiscal responsibility.

To achieve this, City Council desires to invest in our personnel and proactively address drainage, flooding, and mobility issues, while diversifying a tax base that will enhance safety and nurture a strong sense of community.

Section 2. That all resolutions or parts of resolutions inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

Section 3. That this resolution shall be effective immediately upon its passage and approval.

INTRODUCED, READ AND PASSED by the affirmative vote of the City Council of the City of Friendswood on this the 1<sup>st</sup> day of July, 2024.

\_\_\_\_\_  
MIKE FOREMAN, Mayor

\_\_\_\_\_  
JOHN ELLISOR  
Councilmember, Position 1

\_\_\_\_\_  
ROBERT J. GRIFFON  
Councilmember, Position 4

\_\_\_\_\_  
SALLY BRANSON  
Councilmember, Position 2

\_\_\_\_\_  
JOE MATRANGA  
Mayor Pro Tem  
Councilmember, Position 5

\_\_\_\_\_  
TRISH HANKS  
Councilmember, Position 3

\_\_\_\_\_  
BRENT ERENWERT  
Councilmember, Position 6

ATTEST:

---

LETICIA BRYSCH, City Secretary

APPROVED AS TO FORM:

---

KAREN L. HORNER, City Attorney



## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/24/2024

Prepared by: Karen Horner, City Attorney

Subject: Consider a resolution amending the City Council's Rules of Procedure to refine the procedures for purposes of efficiency and conformance with state and local laws.

Originating Department: City Attorney

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

This proposed resolution amends the City Council's Rules of Procedure to refine the procedures for purposes of efficiency and conformance with state and local laws. The following is a summary of the proposed amendments:

1. Amending Sections 3.1, 4.8, 5.4, 5.4 and 7.4 to provide that at least four votes are needed to take the following actions (i) to extend a council meeting beyond 10:30 p.m.; (ii) when vacancies exist; (iii) to expel a person from a meeting if Mayor fails to act; (iv) to suspend the Rules of Procedure; (v) to object to the consideration of an item; and (vi) to call the question ("previous question") if a vote is necessary;
2. Amending Sections 5.3 and 6.2 (i) to reflect that the public is welcome at all meetings and is subject to the rules of decorum, (ii) to better address the rules of decorum, and (iii) to conform the time limits for public hearings to the time limits for public comments;
3. Amending 7.4 and Robert's Rules of Order (i) to move all amendments to Roberts rules to the same section, (ii) to allow a summary and discussion of an item before a motion is made and (ii) to allow "friendly amendments"; and
4. Amending Section 8.1 to clarify that the Mayor can appoint and seek Council confirmation of ad hoc committees.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

Staff recommends approval.

### ATTACHMENTS

1. Resolution - Rules of Procedure
2. Exhibit A - Rules of Procedure
3. Survey - Public Participation in Council Meetings



A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, ADOPTING THE CITY COUNCIL RULES OF PROCEDURE; REPEALING RESOLUTION NO. R2022-25 AND ALL OTHER RESOLUTIONS OR PARTS OF RESOLUTIONS INCONSISTENT OR IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE.

\*\*\*\*\*

WHEREAS, Article III, Section 3.10 of the Charter of the City of Friendswood, Texas, allows the City Council to determine its own rules and order of business under which it will conduct its meetings; and

WHEREAS, after reviewing its rules, the City Council desires to amend the same; NOW THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, STATE OF TEXAS:

Section 1. That the City Council of the City of Friendswood, Texas, hereby adopts the "Friendswood City Council Rules of Procedure," attached hereto as Exhibit "A" and made a part hereof for all purposes.

Section 2. That Resolution No. R2022-25 and all other resolutions or parts of resolutions inconsistent or in conflict herewith are, to the extent of such inconsistency or conflict, hereby repealed.

Section 3. That this resolution shall be effective immediately upon its passage and approval.

INTRODUCED, READ AND PASSED by the affirmative vote of the City Council of the City of Friendswood on this the 1<sup>st</sup> day of July, 2024.

\_\_\_\_\_  
MIKE FOREMAN, Mayor

ATTEST:

\_\_\_\_\_  
LETICIA BRYSCH, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
KAREN L. HORNER, City Attorney

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# FRIENDSWOOD CITY COUNCIL RULES OF PROCEDURE

Revised: 07-01-2024

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# **FRIENDSWOOD CITY COUNCIL RULES OF PROCEDURE**

## **1. AUTHORITY**

### **1.1 Authority**

Pursuant to the provisions of Section 3.10 of the Charter of the City of Friendswood, the City Council enacts these rules of procedure for all meetings of the City Council of the City of Friendswood, Texas.

### **1.2 Purpose**

During any regular or special council meeting, a reasonable opportunity shall be given to the citizens of the City to be heard, including, but not limited to, those matters under consideration. The rules of procedure are enacted as guidelines to be followed by all persons in the Council Chamber, including City administrative staff, news media and visitors.

## **2. GENERAL RULES**

### **2.1 Meetings to be Public**

All meetings of the council shall be open to the public, except as authorized by law.

### **2.2 Quorum**

Four or more members of the Council shall be considered a majority of the members of the Council and shall constitute a quorum for the transaction of business.

### **2.3 Compelling Attendance**

No member shall be excused from attendance at a Council meeting except for good valid reasons.

### **2.4 Minutes of Meetings**

An account of all proceedings of the Council shall be kept by the City Secretary, which account shall constitute the official record of the Council.

### **2.5 Questions to Contain One Subject**

All questions submitted for a vote shall contain only one (1) subject.

### **2.6 Right of Floor**

Any member desiring to speak shall be recognized by the Presiding Officer and shall confine his/her remarks to the subject under consideration or to be considered and will not be interrupted.

**2.7 City Manager**

The City Manager or Acting City Manager shall attend all meetings of the Council, unless excused. He/she may make recommendations to the council and shall have the right to take part in all discussions of the Council, but shall have no vote.

**2.8 City Attorney**

The City Attorney shall attend all meetings of the Council unless excused and shall, upon request, give an opinion, either written or oral, on questions of law. The City Attorney shall act as the Council's parliamentarian.

**2.9 City Secretary**

The City Secretary or Acting City Secretary shall attend all meetings of the City Council unless excused, shall act as the reading and recording secretary of the Council, shall keep the official minutes, and shall perform such other duties as may be requested and assigned by the City Manager.

**2.10 Sergeant at Arms**

The highest-ranking police officer of the Friendswood Police Department in attendance at any meeting of the City Council shall be, and is hereby designated and appointed as, the Sergeant at Arms for such meeting.

**2.11 Officers and Employees**

Any officer or employee of the city, when requested by the City Manager, shall attend any meeting of the Council and present information relating to matters before the Council.

**2.12 Absences**

The City Council hereby delegates its duty to excuse absences of Councilmembers, the City Manager, the City Secretary, the City Attorney or any other officer or employee required to attend any meeting of the Council, whether such duty is imposed by Charter or these rules, to the Mayor.

**2.13 Suspension of Rules**

Any provision of these rules not governed by the City Charter or Code may be temporarily suspended by the affirmative vote of four or more members of the Council present.

**2.14 Amendment of Rules**

These rules may be amended, or new rules adopted by the affirmative vote of four or more members of the Council.

### **3. TYPES OF MEETINGS**

#### **3.1 Regular Meetings**

Per Section 3.09 of the Charter, the City Council shall hold at least one (1) regular meeting each month. Effective 2021, one (1) regular meeting shall be held in the Council Chambers of the City Hall, 910 S. Friendswood Drive, Friendswood, Texas, on the first Monday of each month, commencing at 5:30 p.m., unless otherwise directed by the City Manager and/or the Mayor. The regular meeting shall end no later than 10:30 p.m.; however, its duration may be extended with the approval of a two-thirds ( $\frac{2}{3}$ ) vote of the members of Council present at such meeting or four members of Council, whichever is greater. In the event that the first Monday should fall on a holiday, the meeting shall be rescheduled as determined by the Mayor and/or the City Manager.

#### **3.2 Special Meetings**

Special meetings of the Council shall be called by the City Secretary upon the request of the Mayor, the City Manager, or three (3) members of the Council. In the event of a special called meeting, the City Secretary shall notify each member of the Council. Special meetings may be held at City Hall, or another location, in compliance with Section 3.09 of the Charter.

#### **3.3 Emergency Meetings**

In case of emergency or urgent public necessity, which shall be expressed in the notice of the meeting, an emergency meeting may be called by the Mayor, the City Manager, or three (3) members of the Council, and it shall be sufficient if the notice is posted in accordance with Chapter 551, Texas Government Code, as amended.

### **4. PRESIDING OFFICER AND DUTIES**

#### **4.1 Presiding Officer**

The Mayor, or in his/her absence, the Mayor Pro Tem, shall preside as the Presiding Officer at all meetings of the Council. In the absence of both the Mayor and Mayor Pro Tem, and with a quorum being present, any councilmember may be appointed by four or more members of the City Council present. No Councilmember shall be required to abstain from voting on the election of a Presiding Officer under this section.

#### **4.2 Call to Order**

The meetings of the Council shall be called to order by the Mayor, or in his/her absence, the Mayor Pro Tem. In the absence of both the Mayor and the Mayor Pro Tem, the meeting shall be called to order by the City Manager.



**4.3 Preservation of Order**

The Presiding Officer shall (i) preserve order and decorum, (ii) prevent insulting references to Councilmembers, impugning of other members' motives, and repetitious comments and (iii) confine remarks to the question under discussion. The Presiding Officer shall call upon the Sergeant at Arms as necessary to enforce compliance with the rules contained therein.

**4.4 Substitution for Chair**

The Mayor may call upon the Mayor Pro Tem, or if he/she is unavailable, then any other member, to take his/her place for a portion of a meeting. Such substitution is not to continue beyond adjournment.

**4.5 Points of Order**

The Presiding Officer shall determine all points of order, subject to the right of any member to appeal to the Council. If any appeal is taken, the following question shall be posed: "Shall the decision of the Presiding Officer be sustained"? If four or more members present vote "No," the ruling of the Presiding Officer is overruled; otherwise, it is sustained.

**4.6 Questions to be Stated**

The Presiding Officer shall state all questions submitted for a vote and announce the results. A roll call shall be taken upon the request of any member.

**4.7 Recess**

In addition to recessing for an executive session, the Presiding Officer may recess a meeting for up to fifteen (15) minutes at regular intervals of approximately one (1) hour at appropriate points in the meeting agenda.

**4.8 Votes**

Councilmembers shall clearly indicate their vote on each matter submitted to a vote.

- (a) The Presiding Officer may make or second motions, and shall vote on all matters before the Council, unless otherwise prohibited by law, but shall have no power of veto.
- (b) The Presiding Officer shall have no power to recess a meeting or to adjourn a meeting to prevent the City Council from considering an agenda item or lay the same out for consideration except in strict accordance with the Texas Open Meetings Act, the City Charter, and as enacted herein. If, notwithstanding the positive provisions of this rule, the Presiding Officer, whether Mayor, Mayor Pro Tem, or Councilmember presiding, shall attempt to prevent City Council from taking any action on any agenda item brought before it, any Councilmember present may call for a vote of the City Council to consider the matter.

- (c) Except as otherwise provided by law or these rules, all action required of the City Council shall be made by a vote of four (4) or more of the members of the Council.
- (d) Excluding conflicts of interest as provided by state law or by City Charter, all Councilmembers present at each meeting must vote on each subject presented for Council vote. All votes must be taken in accordance with Section 3.10 of the Charter.

## **5. CODE OF CONDUCT**

### **5.1 Councilmembers**

- (a) During Council meetings, Councilmembers shall preserve order and decorum and shall neither by conversation or otherwise delay or interrupt the proceedings nor refuse to observe the rules of the Council.
- (b) A Councilmember, once recognized, shall not be interrupted while speaking unless a point of order is raised by another member or the parliamentarian, or unless the speaker chooses to yield to questions from another member. If a Councilmember is called to order while he/she is speaking, he/she shall cease speaking immediately until the question of order is determined. If ruled to be in order, he/she shall be permitted to proceed.
- (c) Any member of the City Council, including the Mayor, who fails to observe decorous and orderly behavior during a meeting or who disturbs a meeting of Council with such disorderly conduct, is subject to being expelled from such meeting upon motion passed by two-thirds ( $\frac{2}{3}$ ) vote of the Council present at this meeting or four members of Council, whichever is greater.
- (d) Any member of the City Council, including the Mayor, reprimanded by motion or expelled from a meeting by motion who thereafter commits another breach of decorous and disorderly behavior during a subsequent meeting and again disturbs any meeting of the Council by such disorderly conduct shall be subject to the same power of Council to reprimand him/her, expel him/her from the meeting, or subject such member to investigation by the City Council in accordance with Section 3.16 of the Charter.

### **5.2 Administrative Staff**

- (a) Members of the Administrative staff and employees of the City shall observe the same rules of procedure and decorum applicable to members of the Council and shall have no voice unless and until recognized by the Mayor or Presiding Officer.

- (b) While the Presiding Officer shall have the authority to preserve decorum in meetings as far as staff members and City employees are concerned, the City Manager also shall be responsible for the orderly conduct and decorum of all City employees under his/her direction and control.
- (c) All remarks and questions addressed to the Council shall be addressed to the Council as a whole and not to any individual member thereof.
- (d) No staff member, other than a staff member having the floor, shall enter into a discussion either directly or indirectly without permission of the Mayor or Presiding Officer.

### **5.3 Citizens**

- (a) Members of the public are welcome and invited to attend all open meetings of the Council and will be admitted to the Council Chamber or other room in which the meeting is held, up to the fire safety capacity of the room and/or to protect the health, safety, and welfare of the public.
- (b) Persons will refrain from private conversation in the Chamber, or other room, while the Council meeting is in session.
- (c) Persons attending Council meetings shall observe the same rules of propriety, decorum, and good conduct applicable to the administrative staff.
- (d) A member of the public addressing the City Council or in attendance at a Council meeting shall not engage in any manner which disrupts the orderly conduct of a City Council Meeting, including, but not limited to, demonstrations, unauthorized remarks, the carrying of signs or placards, and/or the display of banners. Recording equipment is permissible to the extent that such equipment or the use thereof does not (i) interfere with the meeting, (ii) block means of ingress or egress, (iii) obstruct the view or interfere with the listening of attendees, and/or (iv) prevent or otherwise unreasonably impair attendees from participating in the meeting.
- (e) The Mayor may rule a member of the public out of order and in violation of these rules if: (i) the member, after having been given the floor, speaks beyond the allocated time limit and refuses to yield the floor; (ii) the person's remarks are not relevant to the agenda item under consideration; (iii) the person repeatedly interrupts a Councilmember; (iv) the person's remarks are disruptive so as to disturb the peace and good order of the meeting, through use of, without limitation, loud, threatening, hostile, abusive, vulgar or obscene language or any other actions that disturb or are calculated to disturb the meeting; (v) the person engages in any conduct



with the intent to break up the meeting of the City Council or urges others to commit acts or engage in conduct to break up the meeting, including unreasonably loud and prolonged yelling, screaming, clapping or noise-creating acts which render it impossible or difficult for the City Council to conduct or continue with the meeting; or (vi) the person willfully refuses or fails to comply with any Council Rule of Procedure or with any reasonable order of the Presiding Officer.

- (f) Any person while addressing the Council or while attending the Council meeting violating these rules shall be given one (1) warning. If these rules continue to be violated after such warning, the person violating the rules shall be removed from the room if the Sergeant at Arms is so directed by the Mayor or Presiding Officer, and such person shall be barred from further audience before the Council during that session of the Council. In case the Presiding Officer shall fail to act, any member of the Council may move to require him/her to act to enforce the rules, and the affirmative vote of four or more members of the Council present shall require the Presiding Officer to act.

#### **5.4 In General**

- (a) **Rules**

Robert's Rules of Order (latest revision) shall be used as a guide, unless Robert's Rules of Order are in conflict with the City Charter, City ordinances, or rules of procedure hereby adopted. Any one (1) or all of these rules of procedure may be suspended in order to allow a particular consideration of a matter, provided that it does not violate the state law or the Charter, and provided that not less than two-thirds ( $\frac{2}{3}$ ) of the Councilmembers present at the meeting or four (4) members of Council, whichever is greater, vote in favor of such suspension. Where any rule embodies a provision of state law, identically or in substance, such rule may not be suspended.

- (b) **Recognition by Presiding Officer**

No person shall address the Council without first being recognized by the Presiding Officer.

- (c) **Procedure**

Each person addressing the Council shall approach the podium, give his/her name and address in an audible tone of voice for the record, and state the subject the person wishes to discuss. All comments shall be addressed to the Council as a whole and not to any member thereof. No person other than members of the Council and the person having the floor shall be permitted to enter into any discussion, directly or through a member of the Council, without permission of the Presiding Officer. No question may be

asked a member of the City staff without the permission of the Presiding Officer.

**(d) Charges against employees**

Should any person in a Council meeting charge an employee, other than the City Manager, the City Attorney, or the Municipal Court Judge, with improper conduct, malfeasance, nonfeasance, or misfeasance, then in such event, such person shall be ruled out of order immediately and instructed to refer his/her complaint to the City Manager.

**(e) Disturbances**

No person attending any Council meeting shall delay, interrupt, or disrupt the proceedings or refuse to obey the orders of the Presiding Officer. Any person making personal, impertinent, and slanderous remarks or who becomes boisterous while addressing the Council or while attending the Council meeting shall be removed from the room if the Sergeant at Arms is so directed by the Presiding Officer.

**(f) Communication devices**

- (1)** The use of wireless communication devices to send/receive text messages, instant messages, and/or emails between members of the City Council during Council meetings is prohibited.
- (2)** No person attending any Council meeting shall possess a pager, cellular telephone, radiotelephone, or other device that is set in a mode to provide audible notification of an incoming call, text, or page.
- (3)** No person attending any Council meeting shall use a cellular telephone, radiotelephone, or other telecommunication device for audible communications while the Council meeting is in session.

## **6. ORDER OF BUSINESS**

### **6.1 Agenda**

The order of business of each regular and special meeting shall be as contained in the agenda prepared by the City Manager. The agenda shall be a listing by topic of subjects to be considered by the Council. Placement of items on the agenda shall be governed by this section. Conduct of business at special meetings shall likewise be governed by an agenda and the rules of procedure contained herein. The placement of agenda items for each meeting is determined as follows:

- (a) Except as provided in subsection (b) of this section, any and all ordinances, resolutions, or other matters, including all written data, except emergency items, to be brought before the City Council for its consideration should be submitted in writing to the City Secretary and/or City Manager not later than 2:00 p.m. of the Monday preceding the meeting at which the same is to be considered.
- (b) The City Manager, or the Mayor, or two Councilmembers must grant approval for an item to be included on the agenda.
- (c) Information concerning liaison reports, which do not fall under Section 551.0415 of the Texas Government Code concerning reports about items of community interest for which no action will be taken, to be brought before the City Council by the Mayor or by any member of the Council shall be submitted in writing to the City Secretary and/or City Manager not later than 2:00 p.m. of the Wednesday preceding the meeting at which the same will be presented.
- (d) When an ordinance, resolution, motion, or other measure of any sort has been placed before the City Council and defeated, the same identical question shall not again be considered by the City Council until ninety (90) days have elapsed, unless the Council, by the vote of at least four (4) Councilmembers, waives this restriction as to the item.

The agenda order set out is the desired order for conducting the business of the City Council of the City of Friendswood in regular and special meetings. When in the best interest of the Council and the citizens of the City require, any item appearing on the agenda shall be considered out of order as shall be determined by the Presiding Officer in his/her sole discretion.

## **6.2 Agenda Order**

The order of the agenda shall be as follows unless the Mayor, or City Manager, determines that a different order is in the best interest of the City Council and/or the citizens of the City:

- (a) **Call to Order.**
- (b) **Invocation.**
- (c) **Pledge of Allegiance.**
- (d) **Council Comments and Reports.**
  - (1) **Council Comments.** Each member of the Council will be given a five-minute time period to provide comments about items of



community interest, pursuant to Section 551.0415 of the Texas Government Code, which include:

- a. Expressions of thanks, congratulations, or condolences;
- b. Information regarding holiday schedules;
- c. An honorary or salutatory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutatory recognition;
- d. Reminder about an upcoming event organized or sponsored by the governing body;
- e. Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official of the governing body; and
- f. Announcements involving an imminent threat to the public health and safety of people in the City that have arisen after the posting of the agenda.

- (2) **Council Reports.** The members of the Council may provide Liaison Reports that are items of community interest or that are posted in accordance with Section 551.041 of the Texas Government Code.

(e) **Public Comment.**

- (1) Any citizen shall have a reasonable opportunity to be heard at any and all regular or special meetings of the City Council in regard to any and all matters to be considered at any such meetings, or such other matters as citizens may wish to bring to Council's attention. Any matter not posted on the agenda may not be discussed by Council, nor shall any action be taken by Council, except to indicate that the matter may be placed on a later agenda.
- (2) Each speaker shall submit a card requesting the right to address the Council to the City Secretary prior to the commencement of the meeting.

(3) Each speaker shall be granted a three-minute time period to speak before the Council, and the Mayor or Presiding Officer shall retain the discretion to further limit or increase this time as he/she deems appropriate. Speakers may not pass their time.

(4) No electronic media is allowed for presentation during the public comment period. Information being presented to the Council should be in paper format, and ten (10) copies should be provided to the City Secretary for distribution to the Council and staff.

(f) **Special Recognition and Acknowledgments.**

(g) **Committee or Special Reports.**

(h) **Work Session Topics.**

(i) **Public Hearings** – as called.

(1) *Sign in procedure.* Prior to the start of the public hearing, the Presiding Officer shall require that all persons desiring to be heard sign in with the City Secretary, giving their names and addresses. At any public hearing, persons who have signed in and wish to be heard shall be given an opportunity to be heard. Any person who fails to sign in may be permitted to speak if recognized by the Presiding Officer once all those who signed in have spoken.

(2) Each speaker that requests to speak at a public hearing shall be granted a three-minute time period to speak before the Council, and the Mayor or Presiding Officer shall retain the discretion to further limit or increase this time as he/she deems appropriate. Speakers may not pass their time.

(3) *Presentations.*

a. Staff will present the Council with an overview of the public hearing.

b. The applicant of the item at hand shall be granted a 15-minute time period to give the Council a presentation. The Mayor or Presiding Officer shall retain the discretion to further limit or increase this time as he/she deems appropriate.

1. Any PowerPoint presentation must be received by the City Secretary not later than 5:00 p.m. of the Friday preceding the meeting at which the same is to be considered.

2. Information being presented to the Council should be in paper format, and ten (10) copies should be provided to the City Secretary for distribution to the Council and staff.
- (4) No member of the Council, including the Mayor, shall be permitted to address the Council during a public hearing held by the Council or to address any board or commission of the City during a public hearing held by such board or commission.
- (j) **City Manager's Report.**
- (k) **Business Items.**
  - (1) Appointments;
  - (2) Services Agreements;
  - (3) Contracts; and
  - (4) Other as deemed appropriate by staff.
- (l) **Ordinances and/or Resolutions to be considered.**
- (m) **Consent Agenda.**  
The consent agenda may include routine matters which require no discussion (any member of the Council may remove an item from the consent agenda for discussion and possible action).
- (n) **Executive Session.**  
The Council may retire into executive session as authorized by Chapter 551, Texas Government Code, as amended. Matters discussed during each Executive Session shall be identified by certified agenda or tape recorded, prepared, and retained as required by law.
- (o) **Action Related to Executive Session.**
- (p) **Adjournment.**

## **7. CONSIDERATION OF ORDINANCES, RESOLUTIONS AND MOTIONS**

### **7.1 Printed or Typewritten Form**

All ordinances and resolutions shall be provided to the Council in printed or electronic form. The Council may, by proper motion, amend any ordinance or resolution presented to it and direct that the amended ordinance or resolution be adopted, except as otherwise provided by the Charter or state law.



**7.2 City Attorney to Approve**

All ordinances, resolutions, and contracts and amendments thereto shall be approved as to form by the City Attorney.

**7.3 Distribution of Ordinances and Resolutions**

The City Manager or his/her designee shall provide electronic or paper copies of all proposed ordinances and resolutions to all members of the Council before or at the meeting at which the ordinance or resolution is to be considered.

**7.4 Discussion, Consideration and Processing of Items**

**(a) Motion to Table**

Since the City Council of the City of Friendswood will always have regularly scheduled meetings, a motion to table, when carried, does not permanently defeat an ordinance, resolution, motion, or other measure. If such ordinance, resolution, motion, or other measure is tabled by a majority vote of the City Council, such ordinance, resolution, motion, or other measure, if not sooner removed from the table, must be removed at the third meeting, and acted upon, even if only to place the item on the table again.

**(b) Objection to Consideration**

Upon any ordinance, resolution or other measure being laid out, or any motion being made, any Councilmember present, before there is any debate opened on the subject, may make a parliamentary objection to the consideration of the subject which need not be seconded. No debate shall then be permitted, and the Presiding Officer shall immediately put the question, "shall the objection be sustained"? If the objection is sustained by a vote of two-thirds ( $\frac{2}{3}$ ) of the Councilmembers present or four (4) members of Council, whichever is greater, the ordinance, resolution, motion, or other measure is permanently defeated for that meeting and shall not be debated unless reconsidered under Section 6.1.b of these rules.

**(c) Closing of Debate**

If, during debate upon any ordinance, resolution, motion or other matter before the Council, any member moves that the subject under discussion be put to a vote without further debate (and such a motion need not be seconded), the Presiding Officer shall immediately ask the Council, "is there any objection to proceeding to a vote on the ordinance, resolution, motion, or other measure before the Council being taken immediately?" If any member objects, the Presiding Officer shall immediately and without debate put the question, "shall the subject being discussed be put to a vote, without debate?" to a vote of the Council, and if two-thirds ( $\frac{2}{3}$ ) of the Councilmembers present or four (4) members of Council, whichever is greater, vote in favor of ordering the vote, debate on the question shall be closed and a vote on the ordinance, resolution, motion, or other measure taken immediately.

**(d) Procedure to Debate**

- (1)** The Mayor or Presiding Officer shall have the right to participate in debate of issues pending before the Council.
- (2)** Prior to a motion concerning an item on the agenda, the Mayor or Presiding Officer may (i) call upon the City Manager or his designee to provide an overview of the item, and/or (ii) allow the members of the City Council to discuss the matter.

**(e) Amendments**

A motion may be amended without a formal vote as a "friendly amendment" if both the first and second of the main motion agree to the amended language. If they do not, the amended motion is voted on and then the Council shall return to the main motion.

**(f) Reducing Motion to Writing**

All oral motions must be seconded before being put to vote by the Presiding Officer (except where otherwise provided in these rules), and upon request of any other member of the Council, or Mayor, the party making any such oral motion (except a motion to order a vote on a subject being considered per 7.4.c, or other such procedural matter) shall reduce the same to writing, or request the City Secretary to do the same.

**(g) Vote Required**

An affirmative vote of four (4) or more members of the Councilmembers present is necessary to adopt or approve any ordinance, resolution or take any official action in the name of the City except as otherwise provided in the Charter or by state law. Should the Charter or state law require more than four (4) Councilmembers to pass an item, the City Manager or the City Attorney shall notify the Council of such requirement prior to the vote.

**8. CREATION OF COMMITTEES**

**8.1 Ad Hoc Committees**

The Mayor may appoint special "ad hoc" committees, as (i) as the Mayor deems advisable and/or (ii) instructed by the City Council. However, nothing contained in these rules shall preclude the Mayor from seeking confirmation from the City Council of any such appointment. Any committee so created shall cease to exist upon the accomplishment of the special purpose for which it was created or when abolished by a majority of the Council.

**8.2 Citizen Boards, Commissions, and Committees**

The Council may create other committees, boards and commissions to assist in the conduct of the operation of the City government with such duties as the Council

may specify not inconsistent with the City Charter, Code or state law. Memberships and selection of members shall be as provided by the Council if not specified by the City Charter, Code or state law. Any committee, board, or commission so created shall cease to exist upon the accomplishment of the special purpose for which it was created, or when abolished by a vote of four (4) members of the Council. No committee so appointed shall have powers other than advisory to the Council or to the City Manager, except as otherwise specified by the Charter, Code or state law.

**9. OATH OF OFFICE**

The Councilmembers elected to office shall take their oaths of office at the following meetings or as soon thereafter as possible:

- (a)** At the Council meeting when the votes are canvassed for the general or special election, held on the election date on which the Councilmember ran or was to run (if unopposed); or
- (b)** At the next regularly scheduled Council meeting if all Councilmembers running for office were unopposed and there was no special election.

**FRIENDSWOOD CITY COUNCIL  
AGENDA ITEM FORM**

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/03/2024

Prepared by: Leticia Brysch, Assistant City Manager/City Secretary

Subject: Consider adopting the appointments of the City Council Liaisons to Committees, Boards, and Commissions.

Originating Department: City Secretary

Degree of importance:

**SUMMARY / ORIGINATING CAUSE**

This item allows the City Council to adopt the FY2024-25 Council Liaisons list. The list of proposed assignments is attached to the item.

**IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY**

**RECOMMENDATIONS**

Staff recommends approval.

**ATTACHMENTS**

- 1. FY2024-2025 Council Liaisons





## CITY COUNCIL LIAISONS FY 2024-2025

| COUNCIL MEMBER                         | COMMITTEE                                                | RECURRING MEETINGS                                                                                                              |
|----------------------------------------|----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Robert Griffon<br>(Alt.) Trish Hanks   | Clear Creek Watershed Steering Committee                 | 2 <sup>nd</sup> Tuesday of every other month at 11:00 a.m. virtually.                                                           |
| Sally Branson<br>(Alt.) Brent Erenwert | Community & Economic Development Committee (CDEC)        | 1 <sup>st</sup> Wednesday, of every month at 4:00 p.m. in the City Council Chamber, City Hall, 910 S Friendswood Dr             |
| Brent Erenwert<br>(Alt.) John Ellisor  | 4 <sup>th</sup> of July Steering Committee               | 3 <sup>rd</sup> Wednesday of every month at 6:00 p.m. in the CMO Conference Room, City Hall, 910 S Friendswood Dr               |
| Robert Griffon<br>(Alt.) Trish Hanks   | Galveston County Consolidated Drainage District          | 2 <sup>nd</sup> & 4 <sup>th</sup> Tuesday of every month at 8:00 a.m. in District Office, 1605 Whitaker Drive                   |
| All City Council Members               | Galveston County Mayors' & Councils' Association (GCMCA) | The 2 <sup>nd</sup> Wednesdays of the month in January, March, May, July, September, and November, beginning at 6:00 p.m.       |
| Mike Foreman<br>(Alt.) John Ellisor    | Gulf Coast Authority                                     | 2 <sup>nd</sup> Thursday of every month at 5:30 p.m., Administrative Office, 910 Bay Area Blvd, Houston, Texas, 77058           |
| Sally Branson<br>(Alt.) Mike Foreman   | H-GAC                                                    | 3 <sup>rd</sup> Tuesday of every month at 10:00 a.m., 3555 Timmons Ln., Houston, 77027                                          |
| All City Council Members               | Harris County Mayors' & Councils' Association (HCMCA)    | 3 <sup>rd</sup> Thursday of each month (August – May) at 6:30 p.m. & June is always the Port Houston Tours, July is off.        |
| Staff/CMO                              | Homeowner's Associations                                 | TBD by HOAs                                                                                                                     |
| Trish Hanks<br>(Alt.) Brent Erenwert   | Keep Friendswood Beautiful (KFB)                         | 4 <sup>th</sup> Tuesday of every month at 6:00 p.m. in CMO Conference Room, City Hall, 910 S Friendswood Dr                     |
| John Ellisor<br>(Alt.) Sally Branson   | Library Board                                            | 3 <sup>rd</sup> Tuesday of every month at 6:00 p.m. in the Conference Room, Library Public Library, 416 S Friendswood Dr        |
| Trish Hanks<br>(Alt.) Joe Matranga     | Planning & Zoning Commission (P&Z)                       | 2 <sup>nd</sup> and 4 <sup>th</sup> Thursday of every month at 6:00 p.m., City Council Chamber, City Hall, 910 S Friendswood Dr |
| Robert Griffon<br>(Alt.) Mike Foreman  | Senior Citizens Advisory Committee                       | 2 <sup>nd</sup> Monday of every month at 10:00 a.m. in the Activities Building, 416 Morningside Dr                              |
| John Ellisor<br>(Alt.) Joe Matranga    | Zoning Board of Adjustment & Appeals (ZBOA)              | As needed, City Council Chamber, City Hall, 910 S Friendswood Dr                                                                |

**None Required:** Investment Committee, Construction Board of Adjustment & Appeals and Charter Review Commission

**UPDATED: June 20, 2024 LB**

## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/12/2024

Prepared by: Leticia Brysch, Assistant City Manager/City Secretary

Subject: Consider authorizing an interlocal agreement with Galveston County for the FY2025 Meal Program.

Originating Department: Parks and Recreation

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

This item authorizes an interlocal agreement with Galveston County (the "County") for the FY2025 Meal Program (the "Agreement").

Under this Agreement, the County provides meals to eligible participants of the Friendswood Senior Citizen Program at the Activity Building for a term beginning October 1, 2024, and ending on September 30, 2025. There is no fiscal impact to the City, as the meals provided are for eligible participants only.

A copy of the proposed agreement is attached for your review.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Failure to approve would eliminate meals for the Senior Citizen Program.

### RECOMMENDATIONS

Staff recommends approval.

### ATTACHMENTS

1. Friendswood Interlocal Agreement - FY25



## COUNTY of GALVESTON

### Department of Parks & Cultural Services

4102 Main Street (FM 519) • La Marque, Texas 77568  
Phone: (409) 934-8100 • Fax: (409) 621-7986

June 5, 2024

Genie Balderaz  
City of Friendswood  
416 Morningside Drive  
Friendswood, TX 77546

**RE: Congregate Meal Program Interlocal Agreement – FY-25**

Dear Ms. Balderaz,

Galveston County Parks & Cultural Services Department ("GCPCS") has submitted the FY25 RFP for The Congregate Meal Program grant by the Houston-Galveston Area Council, Area Agency on Aging.

The City of Friendswood desires to utilize GCPCS program grant funds to offer meals to eligible participants at The Friendswood Senior Citizen Program at the Activity Building. In order to continue services for FY-25 (Oct. 1, 2024-Sept. 30, 2025) and in anticipation GCPCS will be awarded the grant, an executed Inter-local agreement is required.

Attached are three copies of an inter-local agreement, developed by the County Legal Department for continuation of services in fiscal year 2025 for the Congregate Meal Program. Please forward to your appropriate signatories and once signed, please contact me and I will pick them up; I will need these no later than Monday, August 19, 2024. One copy of the executed agreement will be forwarded to you once signed by both parties.

Should you have any questions please do not hesitate to contact me at (409) 934-8126 or [Martha.lee@co.galveston.tx.us](mailto:Martha.lee@co.galveston.tx.us)

Sincerely,

A handwritten signature in blue ink that reads "Martha Lee".

Martha Lee, Assistant Director  
Galveston County Department of Parks & Cultural Services

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*Our Core Purpose: "We provide exceptional life experiences!"*

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**Galveston County Parks & Cultural Services  
Congregate Meal Service Agreement  
FY25**

This agreement is by and between **Galveston County, Galveston County Department of Parks and Cultural Services** and the **City of Friendswood (authorized agents named below)**. The purpose for this agreement is to allow the **City of Friendswood** to provide congregate meal service for eligible clients.

The parties agree that **City of Friendswood** will have congregate meal service as described below:

**Effective Date:** October 1, 2024

**Eligible for renewal?** Yes; terms - annually on October 1 and dependant on award of H-GAC grant.

**Facility:** Friendswood Activity Building

**Days of the week:**

- **Monday-Friday**

**Galveston County Parks & Cultural Services will:**

- Be responsible for scheduling the delivery of the congregate meal service via approved food vendor to **City of Friendswood**.
- Provide the authorized contact a list of soon to be expired and expired clients on a monthly basis.
- Invoice **City of Friendswood** for non-eligible meals/units on a quarterly basis.
- Deposit program income collected.
- Administer the H-GAC grant paperwork associated with the congregate meal program.

**City of Friendswood will:**

- Require an organization representative to attend a mandatory Nutrition and Support Services Training provided by H-GAC (date and time T.B.D.).
- Provide Galveston County Parks & Cultural Services a copy of your organization's current, valid, Health Permit and Food Handlers Permits.
- Maintain current and valid food handlers and health permits throughout the agreement term and provide Galveston County Parks & Cultural Services copies of any new permits.
- Be responsible for calling, emailing or faxing in a completed meal order and verifying receipt of the meal order by 12:00pm, the day prior of congregate meal services.
- Complete assessments by prescribed deadlines and remit assessments once complete to Galveston County Parks & Cultural Services, Records Specialist.



- Collect congregate meal program income daily and deliver monthly income to Galveston County Parks & Cultural Services Department within the first three days of the month, for income collected the previous month.
- Reimburse Galveston County for any meals/units served to non-eligible clients at a rate of \$7.14 per meals/unit. Non-eligible meals will be invoiced to **City of Friendswood** quarterly and reimbursement from **City of Friendswood** will be made to "Galveston County Parks & Cultural Services Department", 4102 Main Street, La Marque, TX 77568.
- Inform the Galveston County Parks & Cultural Services Division when the congregate meal service is not needed, at least 48 hours in advance of non-usage.

**This agreement:**

- Is non-transferable;
- Constitutes the entire Agreement between the parties with respect to the subject matter hereof and supercedes all prior agreements;
- May not be amended or waived, in whole or in part, except in writing signed by both parties;
- Can be terminated should any obligation failed to be fulfilled in this agreement or for the convenience of any party. Either party may cancel this agreement, in writing with at least 30 calendar days notice.

**In Witness Whereof the parties have executed this Agreement effective on the date listed below.**

**Galveston County**

\_\_\_\_\_  
**Mark A. Henry, County Judge**

**ATTEST:**

\_\_\_\_\_  
**Dwight Sullivan, County Clerk**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
**Galveston County Parks & Cultural Services, Director**  
**Julie Diaz**  
**4102 Main Street**  
**La Marque, TX 77568**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
**Primary Representative, Name: \_\_\_\_\_ (print)**  
**Address: \_\_\_\_\_**  
**City, State Zip: \_\_\_\_\_**  
**Phone: \_\_\_\_\_**  
**Email: \_\_\_\_\_**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
**Alternate Representative, Name: \_\_\_\_\_ (print)**  
**Address: \_\_\_\_\_**  
**City, State Zip: \_\_\_\_\_**  
**Phone: \_\_\_\_\_**  
**Email: \_\_\_\_\_**

## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/17/2024

Prepared by: Karen Horner, City Attorney

Subject: Consider an interlocal agreement with the Texas Municipal League Intergovernmental Risk Pool for Cyber Liability and Data Breach Response.

Originating Department: City Attorney

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

The Texas Municipal League Intergovernmental Risk Pool (the "Risk Pool") reports that cyber attacks are becoming more common, sophisticated, expensive and have increased exponentially since 2016. In order to continue to provide coverage for these attacks, the Pool recently approved the following:

1. the formation of a new cyber fund, into which members may contribute by signing the proposed interlocal agreement, and
2. an updated liability and data breach response coverage ("Cyber Coverage") effective October 1, 2024.

The Cyber Coverage differs from the City's current coverage through the Risk Pool in that the new coverage will (i) have a cap for the total annual payout for cyber claims (ii) reduce the limit for third-party liability, and (iii) increase the premiums.

Attached to this item is information concerning the Risk Pool's Cyber Coverage. In order to continue having Cyber Coverage, the City must opt into the same by returning the proposed interlocal agreement to the Risk Pool by September 30, 2024.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

Staff recommends approval.

### ATTACHMENTS

1. TMLIRP - Cyber Liability and Data Breach Response Coverage0001
2. TMLIRP - Cyber Liability and Data Breach Response Coverage Interlocal Agreement0001

## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/07/2024

Prepared by: Leticia Brysch, Assistant City Manager/City Secretary

Subject: Consider ratifying the City Manager's signature and authorizing the emergency repairs of a pump for Sanitary Sewer Lift Station #2.

Originating Department: Public Works

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

This item allows the Council to ratify the City Manager's signature and to authorize the emergency repairs of a pump for Sanitary Sewer Lift Station #2 in the amount of \$67,425.00.

Sanitary Sewer Lift Station #2, located at 1306 Deepwood, is one of the City of Friendswood's most critical lift stations that pumps / discharges the majority of our sanitary sewer flow for the city over to the Blackhawk Wastewater Treatment Plant. Our submersible Pump # 5, which is one of only two larger pumps at this lift station, is in need of immediate emergency repair. These pumps are critical, as they serve as the last step of pumping resources during an emergency peak flow event.

Public Works staff has urgently coordinated with an approved vendor through the BuyBoard Cooperative Purchasing Program, and the cost to repair this specific 168hp/460V/12" discharge submersible pump is \$67,425.00.

The cost to cover the repair of this pump will be from the City's Water and Sewer working capital fund.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

Staff recommends approval.

### ATTACHMENTS

1. LS# 2 168 HP Repair

ZONE INDUSTRIES/PRECISION PUMP SYSTEMS  
P.O. Box 73149  
Houston, TX 77273  
713-783-8530

# QUOTATION

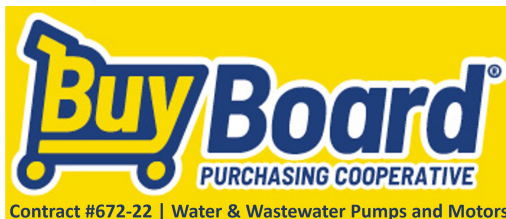


|                     |        |
|---------------------|--------|
| Order Number        |        |
| 10004577            |        |
| Order Date          | Page   |
| 05/17/2024 11:10:37 | 1 of 2 |

Quote Expires On: 06/16/2024

## Bill To:

Friendswood, City of  
City of Friendswood  
PO Box 1288  
Friendswood, TX 75266



## Ship To:

Public Works  
1306 Deepwood  
Friendswood, TX 77546

Requested By: Mr. ERIC SEGURA

Customer ID: 11385

|                   |                  |                   |                         |                     |                       |
|-------------------|------------------|-------------------|-------------------------|---------------------|-----------------------|
| <b>PO Number</b>  |                  | <b>Ship Route</b> |                         | <b>Inside Sales</b> |                       |
| 168HP Repair      |                  |                   |                         | REBEKAH.LEDWIG      |                       |
| <b>Quantities</b> |                  |                   | <b>Item ID</b>          | <b>Pricing</b>      |                       |
| <b>Ordered</b>    | <b>Allocated</b> | <b>Remaining</b>  | <b>UOM</b>              | <b>Unit Price</b>   | <b>Extended Price</b> |
|                   |                  |                   | <b>Unit Size</b>        |                     |                       |
|                   |                  |                   | <b>Disp.</b>            |                     |                       |
|                   |                  |                   | <b>Item Description</b> | <b>Unit Size</b>    |                       |

**Delivery Instructions:** FREIGHT INCLUDED

|      |      |      |     |                    |     |           |           |
|------|------|------|-----|--------------------|-----|-----------|-----------|
| 1.00 | 0.00 | 1.00 | EA  | ABS REPAIR         | EA  | 67,425.00 | 67,425.00 |
|      |      |      | 1.0 | Repair of ABS Pump | 1.0 |           |           |

**Order Line Notes:** REPAIR 168HP ABS PUMP  
MODEL # AFP 3002-ME-1250/4-54-60FM, #  
A2J82T7F982M5A1, 1185 RPM,  
460V, 12" DISCHARGE, 50FT CORD SET,  
.  
CONDITION FOUND: WORN COOLING  
JACKET. WORN PUMP  
HEAD/HANDLE. WORN CABLE ENTRY  
FITTINGS. WORN LOWER  
.  
TEAR DOWN & INSPECT  
CLEAN AND SANDBLAST  
WASH, DIP AND BAKE STATOR  
WELD AND MACHINE SHAFT AT UPPER  
MECHANICAL SEAL AREA  
WELD AND MACHINE SHAFT AT  
COOLANT IMPELLER AREA  
BORE AND BUSH LOWER SEAL HOUSING  
WELD BROKEN PIECE OF IMPELLER  
MACHINE AND REPLACE IMPELLER  
WEAR RING  
BALANCE IMPELLER / ROTOR  
REPLACE VOLUTE WEAR RING  
MACHINE AND REPAIR VOLUTE AT WEAR  
RING AREA  
REPLACE BEARINGS,



## QUOTATION



|                     |        |
|---------------------|--------|
| Order Number        |        |
| 10004577            |        |
| Order Date          | Page   |
| 05/17/2024 11:10:37 | 2 of 2 |

| Quantities |           |           |                  |       | Item ID<br>Item Description | Pricing<br>UOM<br><br>Unit Size | Unit<br>Price | Extended<br>Price |
|------------|-----------|-----------|------------------|-------|-----------------------------|---------------------------------|---------------|-------------------|
| Ordered    | Allocated | Remaining | UOM<br>Unit Size | Disp. |                             |                                 |               |                   |

[illegible]

|                           |                  |
|---------------------------|------------------|
| <b><i>SUB-TOTAL:</i></b>  | 70,300.00        |
| <b><i>TAX:</i></b>        | 0.00             |
| <b><i>AMOUNT DUE:</i></b> | <b>70,300.00</b> |
| <i>U.S. Dollars</i>       |                  |

## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/20/2024

Prepared by: Karen Horner, City Attorney

Subject: Consider authorizing a Buyout License Agreement with Ignatius and Janet Leonards for property located at 0 Colonial Drive and more particularly described as Lot 14, Block 6, Heritage Estates, Section 2, Galveston County, Texas.

Originating Department: Parks and Recreation

Degree of importance: As we acquire more and more Buyout Properties, Parks and Recreation has continued to seek out and coordinate license agreements with other entities.

### SUMMARY / ORIGINATING CAUSE

This item authorizes a new license agreement for the property located at along Colonial Drive in accordance with the Open Space Guidelines. The property is located in the Heritage Estate Subdivision. The adjacent homeowners, Ignatius and Janet Leonards, are requesting to take over maintenance of this lot.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Approved License Agreements help to relieve the financial and maintenance burden.

### RECOMMENDATIONS

Staff recommends approval.

### ATTACHMENTS

1. License Agreement -Ignatius and Janet Leonards
2. Homeowner Questionnaire and Site Location
3. Location Map

## LICENSE AGREEMENT

THE STATE OF TEXAS                    §  
                                                 §     KNOW ALL MEN BY THESE PRESENTS:  
COUNTY OF GALVESTON               §

This License Agreement is made and entered into this 1st day of July 2024, by and between the City of Friendswood, Texas, a municipal corporation located in Galveston and Harris Counties, Texas, having its City Hall located at 910 South Friendswood Drive, Friendswood, Texas, hereinafter referred to as "Licensor," and Ignatius and Janet Leonards, being located at 502 Colonial Drive, Friendswood, Texas, hereinafter referred to as "Licensee."

### W I T N E S S E T H:

1.     **Premises:** Licensor hereby grants to Licensee the right, privilege, and license to use the following described property located in Galveston County, Texas, hereinafter referred to as the "Premises," and being more particularly described as follows:

411 Colonial Drive, Friendswood, Galveston County, Texas  
Lot 12, Block 6, Heritage Estates Section 2

2.     **Use:** The License granted hereby to Licensee shall and does authorize Licensee to use and occupy the Premises nonexclusively for the purpose of maintaining and using as open space, in accordance with the Licensor's open space use guidelines. Licensee is authorized to construct such improvements, and only those improvements, as may be consented to in writing by Licensor's Floodplain Manager. Licensee covenants not to use the Premises in any manner that would preclude Licensor's future use of any portion of the Premises or easement thereon consistent with the Licensor's open space guidelines. Licensor hereby reserves the right to use the Premises in the future for utilities, parks, or any other use consistent with Licensor's open space guidelines.
3.     **Term:** The term of this License shall be for a period of ten (10) years, commencing on July 1, 2024, and terminating at midnight, July 1, 2034. This ten (10) year term is renewable by Licensee for one (1) additional ten (10) year term by written notice provided by Licensee to Licensor a minimum of thirty (30) days prior to the termination date of this License Agreement.
4.     **Consideration:** In consideration for the License granted hereby, Licensee shall pay all fees and dues associated with the Licensee's use of the Premises each year for the term of this License Agreement (hereinafter "License Fees"). Licensee shall also maintain the Premises in accordance with all applicable ordinances of the City of Friendswood, laws and regulations of the state and any other regulatory authority having jurisdiction over the Premises, and any applicable restrictive covenants covering the Premises.

5. **Access:** Licensee is hereby given and granted the right of ingress and egress over and across the Premises for such purposes as may be needed in conjunction with the rights granted in this License Agreement. Such right of ingress and egress shall be over existing roads, parking lots, or other roads that may be established by Licensee hereafter, subject to the prior written approval of Licensors Flood Plain Manager. Licensee, subject to approval by Licensors Flood Plain Manger, which approval shall not be unreasonably withheld, may improve any lands of Licensors in keeping with the purposes of the open space of the Premises.
6. **Utilities at Licensee's Cost:** Licensee shall be solely responsible for and promptly pay any and all charges for gas, electricity, telephone service, or any other utility used or consumed by Licensee on the Premises. Licensee may have an electrical current meter installed on the Premises, and Licensee thereof shall pay for the cost of such meter and of installation, maintenance, and repair.
7. **Holding Over:** If Licensee should continue occupancy of the Premises after the expiration of the primary term or any extension of this License, without the exercise of an option or the execution by Licensors and Licensee of a new License Agreement, then Licensee shall be deemed to be occupying the Premises as a licensee-at-sufferance on a month-to-month basis, subject to all the covenants and obligations of this License Agreement.
8. **Notice:** Any notice required hereunder shall be given in writing and shall be delivered by hand or sent by United States Registered or Certified Mail, postage prepaid addressed as follows:

If to Licensors:

City Friendswood, Texas  
910 South Friendswood Drive  
Friendswood, Texas 77546  
Attention: City Manager

If to Licensee:

Ignatius and Janet Leonards  
502 Colonial Drive  
Friendswood, Texas, 77546  
Email: ileonards@iwl.net  
Cell: 832-453-1203

Either party hereto may change its address to which said notice shall be delivered or mailed by giving notice of such change as provided above. Notice shall be deemed given when delivered (if delivered by hand) or when postmarked (if sent properly by mail).

9. **Liability and Indemnity:** Licensee agrees to indemnify and save Licensors harmless from and against any and all claims (including costs and expenses of defending against such claims) arising or alleged to arise from any negligence, gross negligence, or wrongful act of whatsoever nature, of Licensee or Licensee's agents, employees, or contractors occurring or



in anywise incident to, in connection with, or arising directly or indirectly out of this License Agreement. Licensee agrees to use and occupy the Premises at its own risk and hereby releases Licensors, its officers, agents and employees, from all claims for any damage or injury caused by or as a result of any negligence or wrongful act or omission of Licensee, its officers, agents, employees, or contractors, unless due to the negligence, gross negligence, or wrongful act of whatsoever nature of Licensors, its agents or employees.

10. **Termination:** Either party hereto shall have the right to terminate this License at any time upon providing the other party thirty (30) days advance written notice. Upon notice of termination by either party, Licensee shall return the Premises to the condition of the Premises at the time of the execution of this License Agreement, normal wear and tear excepted.
11. **Defaults and Remedies:** Notwithstanding any other provision contained in this License Agreement to the contrary, Licensee shall not be in default under this License until:
  - A. In the case of a failure to pay License Fees or other sums due under this License, fifteen (15) days after receipt of written notice thereof from Licensors; or
  - B. In the case of any other default, thirty (30) days after receipt of written notice thereof from Licensors; provided, however, where any such default cannot reasonably be cured within thirty (30) days, Licensee shall not be deemed to be in default under the License if Licensee commences to cure such default within said thirty (30) day period and thereafter diligently pursues such cure to completion.

In the event of Licensee's default in the payment of License Fees or Licensee's failure to comply with any other material provision of this License, Licensors may, at its option, terminate this License without affecting its right to sue for all past due License Fees, and any other damages to which Licensors may be entitled. Should Licensors be entitled to collect License Fees or damages and be forced to do so through its attorney, or by other legal procedures, Licensors shall, upon receipt of a favorable ruling, be entitled to its reasonable costs and attorney fees thereby incurred, upon said collection.

12. **Taxes:** Licensee shall pay annually an amount equal to any increase in ad valorem taxes that may be attributable to any improvement to the Premises made by Licensee. If Licensors pays such tax, Licensee shall reimburse Licensors for the amount of any such tax payment within sixty (60) days of the receipt of sufficient documentation indicating the amount paid and the calculation of Licensee's pro-rata share. Upon written request by Licensee, Licensors shall furnish evidence of payment of all taxes.
13. **Improvements:** Licensee covenants and agrees that it will not construct, erect, or place any improvements on the Premises or other real property owned by Licensors without the prior written consent of the Licensors.

14. **Assignment:** Licensee shall not assign (by sublease or other means) any rights granted it under this License Agreement without the prior written consent of Licensors Floodplain Manager, which consent shall not be unreasonably withheld.
15. **Other Conditions:**
- A. Whenever under the License the consent or approval of either party is required or a determination must be made by either party, no such consent or approval shall be unreasonably withheld or delayed, and all such determinations shall be made on a reasonable basis and in a reasonable manner. Provided, however, nothing contained herein shall be construed to limit or restrict the exercise of Licensors legislative authority, specifically, but not limited to, matters relating to building, zoning, and other land development regulatory matters.
  - B. Licensors covenants that Licensee shall, upon the payment of License Fees and observation of covenants and conditions herein, possess the right, privilege, and license to use the Premises during the License Term or as may be extended without hindrance, ejection, or molestation by Licensors, or by any person claiming under Licensors or any other licensee of Licensors.
  - C. In the event that any government or public body shall take all or such part of the Premises thereby making it physically or financially infeasible for the Premises to be used in the manner it was intended to be used by this Agreement, Licensee shall have the right to terminate this License effective as of the date of the taking by the condemning party and the License Fees shall be prorated appropriately. However, if only a portion of the Premises is taken, and Licensee does not elect to terminate this License under this provision, then License Fees provided under this License shall be abated proportionately as to the portion taken which is not then usable by Licensee and this License shall continue.
  - D. Licensee shall not use the Premises in any way which interferes with the use of the surrounding Licensors property by Licensors, or lessees or licensees of Licensors, with rights in the Premises prior in time to Licensees (subject to Licensees rights under this License Agreement, including, without limitation, non-interference). Similarly, Licensors shall not use, nor shall Licensors permit its lessees, licensees, employees, invitees or agents to use, any portion of the Premises in any way, which interferes with the operations of Licensee. Such interference shall be deemed a material breach by the interfering party, who shall, upon written notice from the other, be responsible for terminating said interference. In the event such interference does not cease promptly, the parties acknowledge that continuing interference may cause irreparable injury and, therefore, the injured party shall have the right, in addition to any other rights it may have at law or in equity, to bring a court action to enjoin such interference or to terminate this License immediately upon written notice.

16. **Severability and Substitution of Valid Provisions:** In the event that any provision of this Agreement shall be found to be void or unenforceable, such finding shall not be construed to render any other provision of this License either void or unenforceable, and all other provisions shall remain in full force and effect unless the provisions which are invalid or unenforceable shall substantially affect the rights or obligations granted to or undertaken by either party.
17. **Entire Agreement and Binding Effect:** This License and any attached exhibits signed or initialed by the parties constitute the entire agreement between Licensors and Licensee; no prior written nor prior, contemporaneous, or subsequent oral promises or representations shall be binding. This License shall not be amended, or changed except by written instrument signed by both parties hereto. Paragraph captions herein are for convenience only, and neither limit nor amplify the provisions of this instrument. The provisions of this License shall be binding upon and inure to the benefit of the heirs, executors, administrators, successors, and assigns of the parties.

IN WITNESS WHEREOF, Licensors and Licensee have executed this License Agreement as of the date and year first above written.

LICENSOR:

CITY OF FRIENDSWOOD, TEXAS

By: \_\_\_\_\_  
Mike Foreman  
Mayor

Attested: \_\_\_\_\_  
Leticia Brysch  
City Secretary

LICENSEE:

By: \_\_\_\_\_  
Ignatius Leonards

By: \_\_\_\_\_  
Janet Leonards

City of Friendswood  
Buyout Lot Licensing Program  
Adjacent Homeowner's Questionnaire

Name(s): Ignatius & Janet Leonards \_\_\_\_\_  
Address: 502 Colonial Dr., Friendswood, Tx 77546 \_\_\_\_  
Phone: 832-453-1203 cell \_\_\_\_\_  
Email: ileonards@iwl.net \_\_\_\_\_

I have lived at this address since\*: September 29, 2006

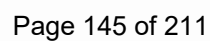
\* In the event that more than one homeowner expresses interest in the same property, priority will be given to the one who has lived at their current address the longest.

I am interested in licensing the following lot(s): Lot R202058 off of Colonial Dr.  
ABST 151 S MCKISSICK SUR LOT 14 BLK 6 HERITAGE ESTATES SEC 2,

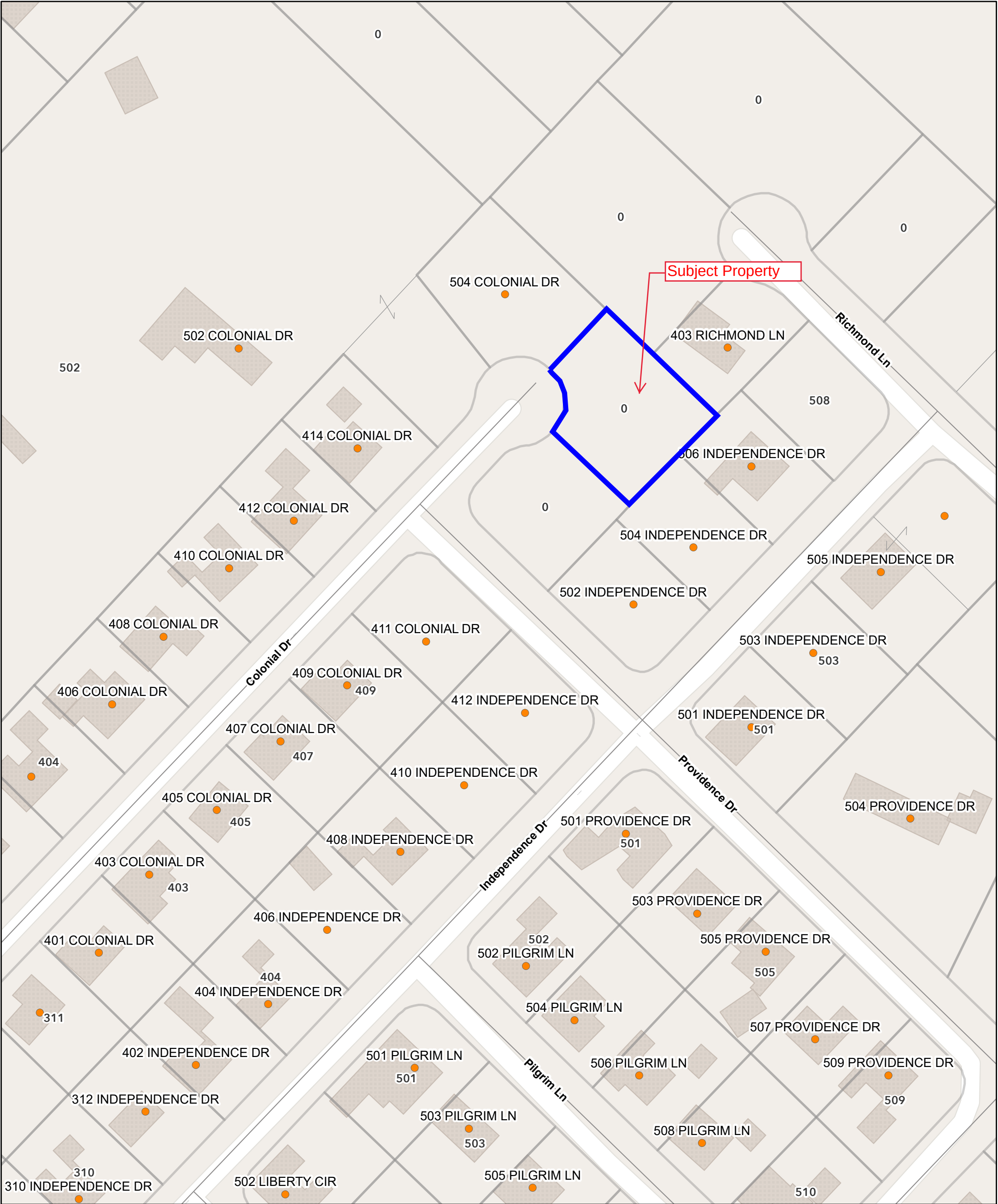
I am NOT interested in licensing any of the Buyout Lot properties. \_\_\_\_\_

Please return this form within the next 30 days to:  
City of Friendswood  
Parks & Recreation Department  
910 S. Friendswood  
Friendswood, TX 77546



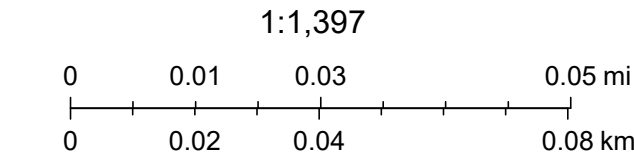


# City of Friendswood



6/25/2024, 2:45:25 PM

- Address Points
- City Limit
- GCAD Lot lines
- Parcels (grey)
- Streets



Esri Community Maps Contributors, City of Houston, Brazoria County, HPB, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, CONANP, Esri, TomTom, Garmin, Foursquare, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA,

## FRIENDSWOOD CITY COUNCIL AGENDA ITEM FORM

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/04/2024

Prepared by: Leticia Brysch, Assistant City Manager/City Secretary

Subject: Consider appointing Denise Spruiell to the Community & Economic Development Committee for a three-year term beginning immediately and ending on June 30, 2027.

Originating Department: City Secretary

Degree of importance:

### SUMMARY / ORIGINATING CAUSE

The community and economic development committee (CEDC) is composed of seven members, who are residents of the city or business owners that pay ad valorem taxes to the city and are appointed by at least four members of the city council for staggered three-year terms commencing on July 1.

Denise Spruiell desires reappointment and has met the requirements of the City's Appointment Policy. If appointed, she will serve a two-year term beginning immediately and ending June 30, 2027. Lastly, this will be her first appointment to this Committee under the City's new Appointment Policy.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

### RECOMMENDATIONS

Staff recommends approval.

### ATTACHMENTS

1. Spruiell, Denise Volunteer Application 2024\_Redacted

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [Leticia Brysch](#); [Raquel Martinez](#); [Linda Newsted](#)  
**Subject:** [EXTERNAL]Online Form Submittal: Volunteer Application for Committees, Boards & Commissions  
**Date:** Thursday, April 18, 2024 3:40:55 PM

---

## Volunteer Application for Committees, Boards & Commissions

City of Friendswood  
910 S. Friendswood Drive, Friendswood, Texas 77546  
[www.friendswood.com](http://www.friendswood.com)

### BE A FRIENDSWOOD VOLUNTEER

It is the desire and intent of City Council to encourage and support citizen participation in an advisory capacity governing the affairs of the City. Service through membership on a board, commission, or committee is a valued, important opportunity for participation in an advisory capacity. To these ends, a policy has been adopted that sets out an orderly process for citizens interested in serving as members of a City committee, board or commission and for the City Council to oversee appointments.

All information provided in this application is public information pursuant to the provisions of the Texas Public Information Act. If you have questions or need more information about this application, please email the Office of the City Secretary at [citysecretary@friendswood.com](mailto:citysecretary@friendswood.com) or call (281) 996-3270.

### VOLUNTEER APPLICATION FOR COMMITTEES, BOARDS & COMMISSIONS

|                                                                             |                                                                                   |
|-----------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| Volunteer First Name                                                        | Denise                                                                            |
| Volunteer Last Name                                                         | Spruiell                                                                          |
| Home Address                                                                |                                                                                   |
| City                                                                        | Friendswood                                                                       |
| State                                                                       | Texas                                                                             |
| Zip Code                                                                    | 77546                                                                             |
| Home Phone                                                                  |                                                                                   |
| Work Phone                                                                  |                                                                                   |
| Cell Phone                                                                  |                                                                                   |
| Email Address                                                               |                                                                                   |
| Occupation                                                                  | Vice President Bank Officer                                                       |
| Special Interests and Talents                                               | I'm a hard worker, love to volunteer, learn about our city and help where needed. |
| Are you currently serving as a member of any Friendswood governmental body? | No                                                                                |

### AREAS OF INTEREST



---

## PLANNING & PRESERVATION

Please indicate your primary and secondary interests. You can select more than one.

---

|                              |           |
|------------------------------|-----------|
| Planning & Zoning Commission | Secondary |
|------------------------------|-----------|

---

|                                       |           |
|---------------------------------------|-----------|
| Zoning Board of Adjustments & Appeals | Secondary |
|---------------------------------------|-----------|

---

|                                      |           |
|--------------------------------------|-----------|
| Keep Friendswood Beautiful Committee | Secondary |
|--------------------------------------|-----------|

---

|                                            |         |
|--------------------------------------------|---------|
| Community & Economic Development Committee | Primary |
|--------------------------------------------|---------|

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|                                             |           |
|---------------------------------------------|-----------|
| Construction Board of Adjustments & Appeals | Secondary |
|---------------------------------------------|-----------|

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|                      |           |
|----------------------|-----------|
| Investment Committee | Secondary |
|----------------------|-----------|

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|                                                       |           |
|-------------------------------------------------------|-----------|
| Friendswood Downtown Economic Development Corporation | Secondary |
|-------------------------------------------------------|-----------|

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(Section Break)

## RECREATION

Please indicate your primary and secondary interests. You can select more than one.

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|                                |                             |
|--------------------------------|-----------------------------|
| 4th of July Steering Committee | <i>Field not completed.</i> |
|--------------------------------|-----------------------------|

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|                       |                             |
|-----------------------|-----------------------------|
| 4th of July Volunteer | <i>Field not completed.</i> |
|-----------------------|-----------------------------|

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|                                    |                             |
|------------------------------------|-----------------------------|
| Senior Citizens Advisory Committee | <i>Field not completed.</i> |
|------------------------------------|-----------------------------|

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(Section Break)

## EDUCATION

Please indicate your primary and secondary interests. You can select more than one.

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|                        |         |
|------------------------|---------|
| Library Advisory Board | Primary |
|------------------------|---------|

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|                   |           |
|-------------------|-----------|
| Library Volunteer | Secondary |
|-------------------|-----------|

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|                              |                             |
|------------------------------|-----------------------------|
| SPECIAL COMMITTEES AS CALLED | <i>Field not completed.</i> |
|------------------------------|-----------------------------|

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(Section Break)

## OTHER

Please indicate your primary and secondary interests. You can select more than one.

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|                                |                             |
|--------------------------------|-----------------------------|
| West Ranch Management District | <i>Field not completed.</i> |
|--------------------------------|-----------------------------|

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|                         |                             |
|-------------------------|-----------------------------|
| Volunteer Fire Dept/EMS | <i>Field not completed.</i> |
|-------------------------|-----------------------------|

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|                                   |                             |
|-----------------------------------|-----------------------------|
| Animal Shelter Advisory Committee | <i>Field not completed.</i> |
|-----------------------------------|-----------------------------|

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|                            |                             |
|----------------------------|-----------------------------|
| Charter Review (As Needed) | <i>Field not completed.</i> |
|----------------------------|-----------------------------|

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(Section Break)

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|                    |                                                  |
|--------------------|--------------------------------------------------|
| I Am Available For | Long-Term Projects, Short-Term Projects, Evening |
|--------------------|--------------------------------------------------|

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|                                           |                                                                                   |
|-------------------------------------------|-----------------------------------------------------------------------------------|
| Please use the space below for additional | I would like to be considered for the Community & Economic Development Committee. |
|-------------------------------------------|-----------------------------------------------------------------------------------|

comments.

(Section Break)

These questions are asked because the City Council wants to maintain balance to insure proper representation on boards and commissions.

|                                                                                                                                             |                                                                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Date of Birth                                                                                                                               | ██████████                                                                                                                                                                                                      |
| Sex                                                                                                                                         | Female                                                                                                                                                                                                          |
| How long have you been a Friendswood resident?                                                                                              | 17                                                                                                                                                                                                              |
| Have you been convicted of a crime, other than minor traffic violations in the past 10 years?                                               | No                                                                                                                                                                                                              |
| What experience do you have that may qualify you for service on a particular board or commission (i.e. license, degrees, and certificates)? | I have served as branch manager of HomeTown for 8 years in a management role and have transitioned to another role where I work with several departments. I can make tough decisions and work well with others. |
| Please list any civic or community endeavors in which you have been involved                                                                | I have served on the Friendswood Chamber of Commerce Board for 4 years and am currently serving as the Chairman of the Board.                                                                                   |
| Additional Information                                                                                                                      | <a href="#">Denise_Spruiell_Resume.pdf</a>                                                                                                                                                                      |
| BACKGROUND CHECK                                                                                                                            | Consent                                                                                                                                                                                                         |

(Section Break)

|                                |                                                                                                                                                               |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Acknowledgement                | I understand that the information provided on this application may be available to the public upon request and will be kept on file for at least three years. |
| Electronic Signature Agreement | I Understand and Agree                                                                                                                                        |
| Electronic Signature           | Denise Spruiell                                                                                                                                               |
| Date                           | 4/18/2024                                                                                                                                                     |

Thank you for taking the time to complete this application.

(Section Break)

***CITY OF FRIENDSWOOD  
BOARDS AND COMMISSIONS  
INFORMATION STATEMENT AND APPLICATION***

If you have ever been a member of a Friendswood Board, Committee or Commission before, please indicate the Board, Committee or Commission and appropriate dates of service.

|                                        |     |
|----------------------------------------|-----|
| Name of Board, Committee or Commission | N/A |
| Dates of Service                       | N/A |

(Section Break)

|                                                 |            |
|-------------------------------------------------|------------|
| Personal Reference #1: First Name and Last Name | Robin Hall |
|-------------------------------------------------|------------|

|                                                 |               |
|-------------------------------------------------|---------------|
| Address                                         | [REDACTED]    |
| City                                            | Friendswood   |
| State                                           | Texas         |
| Zip Code                                        | 77546         |
| Phone                                           | [REDACTED]    |
| Email Address                                   | [REDACTED]    |
| (Section Break)                                 |               |
| Personal Reference #2: First Name and Last Name | Jenny Chatman |
| Address                                         | [REDACTED]    |
| City                                            | League City   |
| State                                           | Texas         |
| Zip Code                                        | 77573         |
| Phone                                           | [REDACTED]    |
| Email Address                                   | [REDACTED]    |

Email not displaying correctly? [View it in your browser.](#)

**FRIENDSWOOD CITY COUNCIL  
AGENDA ITEM FORM**

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/03/2024

Prepared by: Leticia Brysch, Assistant City Manager/City Secretary

Subject: Consider approving the ad valorem tax report for May 2024.

Originating Department: City Secretary

Degree of importance:

**SUMMARY / ORIGINATING CAUSE**

This item allows the City Council to approve the May 2024 ad valorem tax report.

**IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY**

**RECOMMENDATIONS**

Staff recommends approval.

**ATTACHMENTS**

- 1. Gal Co Tax May 2024





Cheryl E. Johnson, PCC, CTOP  
Assessor and Collector of Taxes  
County of Galveston  
722 Moody Avenue, Galveston, Texas 77550  
Toll Free (877) 766-2284 Fax: (409) 766-2479  
Email: galcotax@co.galveston.tx.us



June 5, 2024

The Governmental Entities of the Galveston County Tax Assessor/Collector's Office:

I, Cheryl E. Johnson, Tax Assessor and Collector of the County of Galveston do solemnly swear that this statement of collections made by me and the disposition thereof during the month of May, 2024 is true and correct.

Under my hand and seal this 6th day of May, 2024.



*Cheryl E. Johnson*

Cheryl E. Johnson, PCC  
Galveston County Tax Assessor/Collector

cc: Randall Rice, County Auditor  
Linebarger, Goggan, Blair, & Simpson  
Perdue, Brandon, Fielder, Collins, & Mott  
Assessment & Collection Partners:

City of Bayou Vista  
City of Clear Lake Shores (delinquent)  
City of Dickinson  
City of Friendswood  
City of Galveston  
City of Hitchcock  
City of Jamaica Beach  
City of Kemah  
City La Marque  
City of League City  
City of Santa Fe  
City of Texas City  
City of Tiki Island  
Dickinson Independent School District  
Galveston Independent School District  
High Island Independent School District  
Hitchcock Independent School District

College of the Mainland  
Galveston Community College  
GC Drainage District No. 1  
GC Drainage District No. 2  
GC Emergency Services Dist. No. 1  
GC Emergency Services Dist. No. 2  
GC Fresh Water Supply Dist. No. 6  
Bacliff MUD  
Bayview MUD  
Galveston County MUD No. 12  
Galveston County MUD No. 13  
Galveston County MUD No. 44  
San Leon MUD  
Tara Glen MUD  
GC Navigation District No. 1  
WCID No. 1  
WCID No. 12

WCID No. 19  
Bay Colony West MUD  
Galveston County MUD No. 2  
Galveston County MUD No. 3  
South Shore Harbour MUD No. 2  
South Shore Harbour MUD No. 3  
South Shore Harbour MUD No. 6  
South Shore Harbour MUD No. 7

Westwood Management District

Non Entity Partners (as appropriate):

Clear Creek Independent School District  
Friendswood Independent School District  
Santa Fe Independent School District  
Texas City Independent School District  
GC Consolidated Drainage District  
Flamingo Isles MUD  
Galveston Co Management Dist #1  
Galveston County MUD No. 1  
Galveston County MUD No. 6  
Galveston County MUD No. 14  
Galveston County MUD No. 15  
Galveston County MUD No. 29  
Galveston County MUD No. 30

Galveston County MUD No. 31  
Galveston County MUD No. 32  
Galveston County MUD No. 39  
Galveston County MUD No. 43  
Galveston County MUD No. 45  
Galveston County MUD No. 46  
Galveston County MUD No. 52  
Galveston County MUD No. 54  
Galveston County MUD No. 56  
Galveston County MUD No. 66  
Galveston County MUD No. 68  
WCID No. 8  
West Ranch Management Dist. #1

06/03/2024 11:08:53 4564242  
TC298-D DEPOSIT  
RECEIPT DATE: ALL  
LOCATION: ALL

TAX COLLECTION SYSTEM  
DEPOSIT DISTRIBUTION  
FROM: 05/01/2024 THRU 05/31/2024  
JURISDICTION: 0337 FRIENDWD CITY

PAGE: 38  
INCLUDES AG ROLLBACK

| YEAR | FUND  | TAX RATE | LEVY PAID  | DISCOUNT GIVEN | PENALTY INTEREST | TIE AMOUNT | DISBURSE TOTAL | ATTORNEY | OTHER FEES | REFUND AMOUNT | PAYMENT AMOUNT |
|------|-------|----------|------------|----------------|------------------|------------|----------------|----------|------------|---------------|----------------|
| 2023 | M & O | .379450  | 119,048.51 | .00            | 9,532.27         | .00        | 128,580.78     | 796.27   | .00        | .00           | 129,377.05     |
|      | I & S | .121278  | 38,049.76  | .00            | 3,046.71         | .00        | 41,096.47      | .00      | .00        | .00           | 41,096.47      |
|      | TOTAL | .500728  | 157,098.27 | .00            | 12,578.98        | .00        | 169,677.25     | 796.27   | .00        | .00           | 170,473.52     |
| 2022 | M & O | .388560  | 1,695.67   | .00            | 385.66           | .00        | 1,310.01       | 458.59   | .00        | .00           | 851.42         |
|      | I & S | .098754  | 430.96     | .00            | 97.98            | .00        | 332.98         | .00      | .00        | .00           | 332.98         |
|      | TOTAL | .487314  | 2,126.63   | .00            | 483.64           | .00        | 1,642.99       | 458.59   | .00        | .00           | 1,184.40       |
| 2021 | M & O | .385147  | 247.48     | .00            | 1.36             | .00        | 246.12         | .00      | .00        | .00           | 246.12         |
|      | I & S | .102167  | 65.64      | .00            | .36              | .00        | 65.28          | .00      | .00        | .00           | 65.28          |
|      | TOTAL | .487314  | 313.12     | .00            | 1.72             | .00        | 311.40         | .00      | .00        | .00           | 311.40         |
| 2020 | M & O | .392153  | 82.58      | .00            | 55.35            | .00        | 137.93         | 40.22    | .00        | .00           | 178.15         |
|      | I & S | .095161  | 20.03      | .00            | 13.43            | .00        | 33.46          | .00      | .00        | .00           | 33.46          |
|      | TOTAL | .487314  | 102.61     | .00            | 68.78            | .00        | 171.39         | 40.22    | .00        | .00           | 211.61         |
| 2019 | M & O | .432160  | 51.86      | .00            | .00              | .00        | 51.86          | .00      | .00        | .00           | 51.86          |
|      | I & S | .089279  | 10.71      | .00            | .00              | .00        | 10.71          | .00      | .00        | .00           | 10.71          |
|      | TOTAL | .521439  | 62.57      | .00            | .00              | .00        | 62.57          | .00      | .00        | .00           | 62.57          |
| ALL  | M & O |          | 117,136.08 | .00            | 9,974.64         | .00        | 127,110.72     | 1,295.08 | .00        | .00           | 128,405.80     |
| ALL  | I & S |          | 37,562.48  | .00            | 3,158.48         | .00        | 40,720.96      | .00      | .00        | .00           | 40,720.96      |
| ALL  | TOTAL |          | 154,698.56 | .00            | 13,133.12        | .00        | 167,831.68     | 1,295.08 | .00        | .00           | 169,126.76     |
| DLQ  | M & O |          | 1,912.43   | .00            | 442.37           | .00        | 1,470.06       | 498.81   | .00        | .00           | 971.25         |
| DLQ  | I & S |          | 487.28     | .00            | 111.77           | .00        | 375.51         | .00      | .00        | .00           | 375.51         |
| DLQ  | TOTAL |          | 2,399.71   | .00            | 554.14           | .00        | 1,845.57       | 498.81   | .00        | .00           | 1,346.76       |
| CURR | M & O |          | 119,048.51 | .00            | 9,532.27         | .00        | 128,580.78     | 796.27   | .00        | .00           | 129,377.05     |
| CURR | I & S |          | 38,049.76  | .00            | 3,046.71         | .00        | 41,096.47      | .00      | .00        | .00           | 41,096.47      |
| CURR | TOTAL |          | 157,098.27 | .00            | 12,578.98        | .00        | 169,677.25     | 796.27   | .00        | .00           | 170,473.52     |

DEPOSIT DISTRIBUTION  
REVERSALS DETAIL SCHEDULE  
FROM: 05/01/2024 THRU 05/31/2024  
JURISDICTION: 337 FRIENDWD CITY

| YEAR DEPOSIT  | ACCOUNT NUMBER | EFF<br>YR/MO | LEVY<br>PAID | DISCOUNT<br>GIVEN | PENALTY<br>INTEREST | ATTORNEY CAUSE /REV | REFUND<br>AMOUNT | PAYMENT<br>AMOUNT CAT |
|---------------|----------------|--------------|--------------|-------------------|---------------------|---------------------|------------------|-----------------------|
| 2019 RF240507 | 516113         | 201911       | 62.57-       | 0.00              | 0.00                | 0.00 19S3           | 62.57            | 0.00 RF               |
| 2019 RF240507 | 516113         | 201911       | 0.00         | 0.00              | 0.00                | 0.00 19S3           | 62.57-           | 62.57-RF              |
| 2019 TOTAL    |                |              | 62.57-       | 0.00              | 0.00                | 0.00                | 0.00             | 62.57-                |
| 2020 RF240507 | 516113         | 202011       | 0.00         | 0.00              | 0.00                | 0.00 20S2           | 34.34-           | 34.34-RF              |
| 2020 RF240507 | 516113         | 202011       | 34.34-       | 0.00              | 0.00                | 0.00 20S2           | 34.34            | 0.00 RF               |
| 2020 TOTAL    |                |              | 34.34-       | 0.00              | 0.00                | 0.00                | 0.00             | 34.34-                |
| 2021 RF240522 | 1063170000021  | 202112       | 325.45-      | 0.00              | 0.00                | 0.00 HK33           | 325.45           | 0.00 RF               |
| 2021 RF240522 | 1063170000021  | 202112       | 0.00         | 0.00              | 0.00                | 0.00 HK33           | 325.45-          | 325.45-RF             |
| 2021 TOTAL    |                |              | 325.45-      | 0.00              | 0.00                | 0.00                | 0.00             | 325.45-               |
| 2022 RF240522 | 1004110000003  | 202307       | 145.09-      | 0.00              | 0.00                | 0.00 HK21           | 145.09           | 0.00 RF               |
| 2022 RF240522 | 1004110000003  | 202307       | 0.00         | 0.00              | 0.00                | 0.00 HK21           | 145.09-          | 145.09-RF             |
| 2022 RF240522 | 1004110000003  | 202308       | 18.06-       | 0.00              | 1.26-               | 0.00 HK21           | 19.32            | 0.00 RF               |
| 2022 RF240522 | 1004110000003  | 202308       | 0.00         | 0.00              | 0.00                | 0.00 HK21           | 19.32-           | 19.32-RF              |
| 2022 RF240522 | 1035030000007  | 202301       | 97.46-       | 0.00              | 0.00                | 0.00 HK21           | 97.46            | 0.00 RF               |
| 2022 RF240522 | 1035030000007  | 202301       | 0.00         | 0.00              | 0.00                | 0.00 HK21           | 97.46-           | 97.46-RF              |
| 2022 RF240522 | 1050100000033  | 202212       | 0.00         | 0.00              | 0.00                | 0.00 HK21           | 188.30-          | 188.30-RF             |
| 2022 RF240522 | 1050100000033  | 202212       | 188.30-      | 0.00              | 0.00                | 0.00 HK21           | 188.30           | 0.00 RF               |
| 2022 RF240522 | 1063170000021  | 202301       | 474.55-      | 0.00              | 0.00                | 0.00 HK21           | 474.55           | 0.00 RF               |
| 2022 RF240522 | 1063170000021  | 202301       | 0.00         | 0.00              | 0.00                | 0.00 HK21           | 474.55-          | 474.55-RF             |
| 2022 RF240522 | 1224680050013  | 202212       | 0.00         | 0.00              | 0.00                | 0.00 HK21           | 845.58-          | 845.58-RF             |
| 2022 RF240522 | 1224680050013  | 202212       | 845.58-      | 0.00              | 0.00                | 0.00 HK21           | 845.58           | 0.00 RF               |
| 2022 RF240507 | 168826         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 HK21           | 235.42-          | 235.42-RF             |
| 2022 RF240507 | 168826         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 HK21           | 235.42           | 0.00 RF               |
| 2022 RF240507 | 200867         | 202212       | 121.83-      | 0.00              | 0.00                | 0.00 HK21           | 121.83           | 0.00 RF               |
| 2022 RF240507 | 200867         | 202212       | 0.00         | 0.00              | 0.00                | 0.00 HK21           | 121.83-          | 121.83-RF             |
| 2022 RF240507 | 200867         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 HK21           | 200.03-          | 200.03-RF             |
| 2022 RF240507 | 200867         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 HK21           | 200.03           | 0.00 RF               |
| 2022 RF240513 | 218729         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 22S02TX053     | 121.83-          | 121.83-RF             |
| 2022 RF240513 | 218729         | 202301       | 200.03-      | 0.00              | 0.00                | 0.00 22S02TX053     | 200.03           | 0.00 RF               |
| 2022 RF240507 | 219057         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 22S1           | 318.12-          | 318.12-RF             |
| 2022 RF240507 | 219057         | 202301       | 318.12-      | 0.00              | 0.00                | 0.00 22S1           | 318.12           | 0.00 RF               |
| 2022 RF240507 | 219293         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 22S1           | 100.47-          | 100.47-RF             |
| 2022 RF240507 | 219293         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 22S1           | 100.47           | 0.00 RF               |
| 2022 RF240507 | 231852         | 202212       | 0.00         | 0.00              | 0.00                | 0.00 22S1           | 121.83-          | 121.83-RF             |
| 2022 RF240507 | 231852         | 202212       | 121.83-      | 0.00              | 0.00                | 0.00 22S1           | 121.83           | 0.00 RF               |
| 2022 RF240507 | 233292         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 22S1           | 295.09-          | 295.09-RF             |
| 2022 RF240507 | 233292         | 202301       | 295.09-      | 0.00              | 0.00                | 0.00 22S1           | 295.09           | 0.00 RF               |
| 2022 RF240507 | 288619         | 202301       | 562.99-      | 0.00              | 0.00                | 0.00 22S1           | 562.99           | 0.00 RF               |



06/03/2024 11:07:44  
TC298-M SELECTION: DEPOSIT

4564242

TAX COLLECTION SYSTEM  
DEPOSIT DISTRIBUTION  
REVERSALS DETAIL SCHEDULE  
FROM: 05/01/2024 THRU 05/31/2024  
JURISDICTION: 337 FRIENDWD CITY

PAGE: 145  
INCLUDES AG ROLLBACK

| YEAR       | DEPOSIT  | ACCOUNT NUMBER | EFF<br>YR/MO | LEVY<br>PAID | DISCOUNT<br>GIVEN | PENALTY<br>INTEREST | ATTORNEY CAUSE /REV | REFUND<br>AMOUNT | PAYMENT<br>AMOUNT CAT |
|------------|----------|----------------|--------------|--------------|-------------------|---------------------|---------------------|------------------|-----------------------|
| 2022       | RF240507 | 288619         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 HK09           | 562.99-          | 562.99-RF             |
| 2022       | RF240507 | 288751         | 202212       | 121.83-      | 0.00              | 0.00                | 0.00 HK09           | 121.83           | 0.00 RF               |
| 2022       | RF240507 | 288751         | 202212       | 0.00         | 0.00              | 0.00                | 0.00 HK09           | 121.83-          | 121.83-RF             |
| 2022       | RF240507 | 288761         | 202212       | 121.83-      | 0.00              | 0.00                | 0.00 HK09           | 121.83           | 0.00 RF               |
| 2022       | RF240507 | 288761         | 202212       | 0.00         | 0.00              | 0.00                | 0.00 HK09           | 121.83-RF        | 121.83-RF             |
| 2022       | RF240507 | 293525         | 202301       | 121.83-      | 0.00              | 0.00                | 0.00 HK09           | 121.83           | 0.00 RF               |
| 2022       | RF240507 | 293525         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 HK09           | 121.83-          | 121.83-RF             |
| 2022       | RF240507 | 312228         | 202207       | 0.00         | 0.00              | 0.00                | 0.00 HK09           | 22.24-           | 22.24-RF              |
| 2022       | RF240507 | 312228         | 202207       | 22.24-       | 0.00              | 0.00                | 0.00 HK09           | 22.24            | 0.00 RF               |
| 2022       | RF240507 | 361941         | 202301       | 0.00         | 0.00              | 0.00                | 0.00 HK09           | 121.83-          | 121.83-RF             |
| 2022       | RF240507 | 361941         | 202301       | 121.83-      | 0.00              | 0.00                | 0.00 HK09           | 121.83           | 0.00 RF               |
| 2022       | RF240507 | 380031         | 202212       | 403.98-      | 0.00              | 0.00                | 0.00 HK09           | 403.98           | 0.00 RF               |
| 2022       | RF240507 | 380031         | 202212       | 0.00         | 0.00              | 0.00                | 0.00 HK09           | 403.98-RF        | 403.98-RF             |
| 2022       | RF240507 | 611652         | 202212       | 0.00         | 0.00              | 0.00                | 0.00 HK09           | 530.33-          | 530.33-RF             |
| 2022       | RF240507 | 611652         | 202212       | 530.33-      | 0.00              | 0.00                | 0.00 HK09           | 530.33           | 0.00 RF               |
| 2022 TOTAL |          |                |              | 5,168.69-    | 0.00              | 1.26-               | 0.00                | 0.00             | 5,169.95-             |

|      |          |               |        |           |      |      |           |           |             |
|------|----------|---------------|--------|-----------|------|------|-----------|-----------|-------------|
| 2023 | RF240522 | 1000440000013 | 202401 | 128.55-   | 0.00 | 0.00 | 0.00 HK09 | 128.55    | 0.00 RF     |
| 2023 | RF240522 | 1000440000013 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 128.55-RF | 128.55-RF   |
| 2023 | RF240522 | 1004110000003 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 372.73-   | 372.73-RF   |
| 2023 | RF240522 | 1004110000003 | 202401 | 372.73-   | 0.00 | 0.00 | 0.00 HK09 | 372.73    | 0.00 RF     |
| 2023 | RF240522 | 1035030000007 | 202401 | 222.89-   | 0.00 | 0.00 | 0.00 HK09 | 222.89    | 0.00 RF     |
| 2023 | RF240522 | 1035030000007 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 222.89-RF | 222.89-RF   |
| 2023 | RF240522 | 1043980000009 | 202401 | 260.17-   | 0.00 | 0.00 | 0.00 HK09 | 260.17    | 0.00 RF     |
| 2023 | RF240522 | 1043980000009 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 260.17-RF | 260.17-RF   |
| 2023 | RF240522 | 1050100000033 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 220.50-   | 220.50-RF   |
| 2023 | RF240522 | 1050100000033 | 202401 | 220.50-   | 0.00 | 0.00 | 0.00 HK09 | 220.50    | 0.00 RF     |
| 2023 | RF240522 | 1050130000007 | 202401 | 228.64-   | 0.00 | 0.00 | 0.00 HK09 | 228.64    | 0.00 RF     |
| 2023 | RF240522 | 1050130000007 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 228.64-RF | 228.64-RF   |
| 2023 | RF240522 | 1057820000031 | 202312 | 125.18-   | 0.00 | 0.00 | 0.00 HK09 | 125.18    | 0.00 RF     |
| 2023 | RF240522 | 1057820000031 | 202312 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 125.18-RF | 125.18-RF   |
| 2023 | RF240522 | 1063140000022 | 202401 | 237.90-   | 0.00 | 0.00 | 0.00 HK09 | 237.90    | 0.00 RF     |
| 2023 | RF240522 | 1063140000022 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 237.90-RF | 237.90-RF   |
| 2023 | RF240522 | 1063140000022 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 655.40-   | 655.40-RF   |
| 2023 | RF240522 | 1063170000021 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 655.40    | 0.00 RF     |
| 2023 | RF240522 | 1063170000021 | 202401 | 655.40-   | 0.00 | 0.00 | 0.00 HK09 | 655.40    | 0.00 RF     |
| 2023 | RF240522 | 1097980000023 | 202401 | 251.06-   | 0.00 | 0.00 | 0.00 HK09 | 251.06    | 0.00 RF     |
| 2023 | RF240522 | 1097980000023 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 251.06-RF | 251.06-RF   |
| 2023 | RF240522 | 1098320000032 | 202401 | 584.37-   | 0.00 | 0.00 | 0.00 HK09 | 584.37    | 0.00 RF     |
| 2023 | RF240522 | 1098320000032 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 584.37-RF | 584.37-RF   |
| 2023 | RF240522 | 1224680050013 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 1,877.95- | 1,877.95-RF |
| 2023 | RF240522 | 1224680050013 | 202401 | 1,877.95- | 0.00 | 0.00 | 0.00 HK09 | 1,877.95  | 0.00 RF     |
| 2023 | RF240522 | 1224690010009 | 202401 | 0.00      | 0.00 | 0.00 | 0.00 HK09 | 892.41-   | 892.41-RF   |
| 2023 | RF240522 | 1224690010009 | 202401 | 892.41-   | 0.00 | 0.00 | 0.00 HK09 | 892.41    | 0.00 RF     |

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TAX COLLECTION SYSTEM  
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| YEAR | DEPOSIT    | ACCOUNT NUMBER | EFF<br>YR/MO | LEVY<br>PAID | DISCOUNT<br>GIVEN | PENALTY<br>INTEREST | ATTORNEY CAUSE /REV | REFUND<br>AMOUNT | PAYMENT<br>AMOUNT CAT |
|------|------------|----------------|--------------|--------------|-------------------|---------------------|---------------------|------------------|-----------------------|
| 2023 | RF240522   | 1254280010009  | 202312       | 0.00         | 0.00              | 0.00                | 0.00 HK09           | 10.45-           | 10.45-RF              |
| 2023 | RF240522   | 1254280010009  | 202312       | 10.45-       | 0.00              | 0.00                | 0.00 HK09           | 10.45            | 0.00 RF               |
| 2023 | 902051024T | 168734         | 202303       | 407.19-      | 0.00              | 0.00                | 0.00 CERT           | 407.19-TR        | 407.19-TR             |
| 2023 | 951050124T | 168751         | 202401       | 979.25-      | 0.00              | 0.00                | 0.00 CERT           | 0.00             | 979.25-TR             |
| 2023 | RF240507   | 168826         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 435.73-          | 435.73-RF             |
| 2023 | RF240507   | 168826         | 202401       | 435.73-      | 0.00              | 0.00                | 0.00 23S5           | 435.73           | 0.00 RF               |
| 2023 | RF240528   | 168988         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 CERT           | 339.20-          | 339.20-RF             |
| 2023 | RF240528   | 168988         | 202401       | 339.20-      | 0.00              | 0.00                | 0.00 CERT           | 339.20           | 0.00 RF               |
| 2023 | RF240507   | 169162         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 139.66-          | 139.66-RF             |
| 2023 | RF240507   | 169162         | 202401       | 139.66-      | 0.00              | 0.00                | 0.00 23S5           | 139.66           | 0.00 RF               |
| 2023 | RF240507   | 200867         | 202312       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 276.61-          | 276.61-RF             |
| 2023 | RF240507   | 200867         | 202312       | 276.61-      | 0.00              | 0.00                | 0.00 23S5           | 276.61           | 0.00 RF               |
| 2023 | 902052224T | 200948         | 202403       | 878.85-      | 0.00              | 61.52-              | 0.00 23S0           | 0.00             | 940.37-TR             |
| 2023 | RF240522   | 200948         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S0           | 846.05-          | 846.05-RF             |
| 2023 | RF240522   | 200948         | 202401       | 846.05-      | 0.00              | 0.00                | 0.00 23S0           | 846.05           | 0.00 RF               |
| 2023 | RF240507   | 202273         | 202401       | 481.04-      | 0.00              | 0.00                | 0.00 23S5           | 481.04           | 0.00 RF               |
| 2023 | RF240507   | 202273         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 2,503.64         | 2,503.64-RF           |
| 2023 | RF240507   | 203368         | 202312       | 2,503.64-    | 0.00              | 0.00                | 0.00 23S5           | 2,503.64         | 0.00 RF               |
| 2023 | RF240507   | 203368         | 202312       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 434.65-          | 434.65-RF             |
| 2023 | RF240507   | 219057         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 434.65           | 0.00 RF               |
| 2023 | RF240507   | 219057         | 202401       | 434.65-      | 0.00              | 0.00                | 0.00 23S5           | 279.49-          | 279.49-RF             |
| 2023 | RF240507   | 219057         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 683.71-          | 683.71-RF             |
| 2023 | RF240507   | 219209         | 202401       | 279.49-      | 0.00              | 0.00                | 0.00 23S5           | 150.83-          | 150.83-RF             |
| 2023 | RF240507   | 219209         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 237.33-          | 237.33-RF             |
| 2023 | RF240507   | 219210         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 432.34-          | 432.34-RF             |
| 2023 | RF240507   | 219210         | 202401       | 432.34-      | 0.00              | 0.00                | 0.00 23S5           | 264.75-          | 264.75-RF             |
| 2023 | RF240507   | 219293         | 202401       | 150.83-      | 0.00              | 0.00                | 0.00 23S5           | 302.21-          | 302.21-RF             |
| 2023 | RF240507   | 219293         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 125.19-          | 125.19-RF             |
| 2023 | RF240507   | 219293         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 309.71-          | 309.71-RF             |
| 2023 | RF240507   | 231852         | 202401       | 237.33-      | 0.00              | 0.00                | 0.00 23S5           | 50.07-           | 50.07-RF              |
| 2023 | RF240507   | 231852         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 550.31-          | 550.31-RF             |
| 2023 | RF240507   | 233292         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 550.31-          | 550.31-RF             |
| 2023 | RF240507   | 233292         | 202401       | 432.34-      | 0.00              | 0.00                | 0.00 23S5           | 550.31-          | 550.31-RF             |
| 2023 | RF240507   | 288751         | 202312       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 302.21-          | 302.21-RF             |
| 2023 | RF240507   | 288751         | 202312       | 264.75-      | 0.00              | 0.00                | 0.00 23S5           | 125.19-          | 125.19-RF             |
| 2023 | RF240507   | 288761         | 202312       | 238.54-      | 0.00              | 0.00                | 0.00 23S5           | 309.71-          | 309.71-RF             |
| 2023 | RF240507   | 288761         | 202312       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 50.07-           | 50.07-RF              |
| 2023 | RF240507   | 288805         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 550.31-          | 550.31-RF             |
| 2023 | RF240507   | 288805         | 202401       | 302.21-      | 0.00              | 0.00                | 0.00 23S5           | 550.31-          | 550.31-RF             |
| 2023 | RF240507   | 292473         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 550.31-          | 550.31-RF             |
| 2023 | RF240507   | 292473         | 202401       | 125.19-      | 0.00              | 0.00                | 0.00 23S5           | 550.31-          | 550.31-RF             |
| 2023 | RF240507   | 293525         | 202401       | 309.71-      | 0.00              | 0.00                | 0.00 23S5           | 550.31-          | 550.31-RF             |
| 2023 | RF240507   | 293525         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 550.31-          | 550.31-RF             |
| 2023 | RF240507   | 308687         | 202401       | 50.07-       | 0.00              | 0.00                | 0.00 23S5           | 550.31-          | 550.31-RF             |
| 2023 | RF240507   | 308687         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5           | 550.31-          | 550.31-RF             |
| 2023 | RF240516   | 310867         | 202401       | 550.31-      | 0.00              | 0.00                | 0.00 23S0           | 550.31-          | 550.31-RF             |
| 2023 | RF240516   | 310867         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S0           | 550.31-          | 550.31-RF             |

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TAX COLLECTION SYSTEM  
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| YEAR | DEPOSIT      | ACCOUNT NUMBER | EFF<br>YR/MO | LEVY<br>PAID | DISCOUNT<br>GIVEN | PENALTY<br>INTEREST | ATTORNEY CAUSE /REV | REFUND<br>AMOUNT | PAYMENT<br>AMOUNT CAT |
|------|--------------|----------------|--------------|--------------|-------------------|---------------------|---------------------|------------------|-----------------------|
| 2023 | RF240516     | 310867         | 202403       | 419.27-      | 0.00              | 29.35-              | 0.00 2350           | 448.62           | 0.00 RF               |
| 2023 | RF240516     | 310867         | 202403       | 0.00         | 0.00              | 0.00                | 0.00 2350           | 448.62-          | 448.62-RF             |
| 2023 | 103121052824 | 357119         | 202405       | 246.40-      | 0.00              | 0.00                | 0.00 CERT           | 246.40-TR        | 246.40-TR             |
| 2023 | RF240507     | 357189         | 202401       | 153.54-      | 0.00              | 0.00                | 0.00 2355           | 153.54           | 0.00 RF               |
| 2023 | RF240507     | 357189         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 153.54-          | 153.54-RF             |
| 2023 | RF240507     | 361164         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 162.74-          | 162.74-RF             |
| 2023 | RF240507     | 361164         | 202401       | 162.74-      | 0.00              | 0.00                | 0.00 2355           | 162.74           | 0.00 RF               |
| 2023 | RF240507     | 361941         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 317.89-          | 317.89-RF             |
| 2023 | RF240507     | 361941         | 202401       | 317.89-      | 0.00              | 0.00                | 0.00 2355           | 317.89           | 0.00 RF               |
| 2023 | RF240507     | 366134         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 343.49-          | 343.49-RF             |
| 2023 | RF240507     | 366134         | 202401       | 343.49-      | 0.00              | 0.00                | 0.00 2355           | 343.49           | 0.00 RF               |
| 2023 | RF240507     | 366441         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 125.18-          | 125.18-RF             |
| 2023 | RF240507     | 366441         | 202401       | 125.18-      | 0.00              | 0.00                | 0.00 2355           | 125.18           | 0.00 RF               |
| 2023 | RF240507     | 377347         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 125.18-          | 125.18-RF             |
| 2023 | RF240507     | 377347         | 202401       | 125.18-      | 0.00              | 0.00                | 0.00 2355           | 125.18           | 0.00 RF               |
| 2023 | RF240507     | 380031         | 202401       | 521.57-      | 0.00              | 0.00                | 0.00 2355           | 521.57           | 0.00 RF               |
| 2023 | RF240507     | 380031         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 521.57-RF        | 521.57-RF             |
| 2023 | RF240507     | 394502         | 202401       | 125.18-      | 0.00              | 0.00                | 0.00 2355           | 125.18           | 0.00 RF               |
| 2023 | RF240507     | 394502         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 125.18-RF        | 125.18-RF             |
| 2023 | RF240507     | 412961         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 3,179.62-        | 3,179.62-RF           |
| 2023 | RF240507     | 412961         | 202401       | 3,179.62-    | 0.00              | 0.00                | 0.00 2355           | 3,179.62         | 0.00 RF               |
| 2023 | RF240507     | 413122         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 696.07-          | 696.07-RF             |
| 2023 | RF240507     | 413122         | 202401       | 696.07-      | 0.00              | 0.00                | 0.00 2355           | 696.07           | 0.00 RF               |
| 2023 | RF240507     | 414800         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 781.70-          | 781.70-RF             |
| 2023 | RF240507     | 414800         | 202401       | 781.70-      | 0.00              | 0.00                | 0.00 2355           | 781.70           | 0.00 RF               |
| 2023 | RF240507     | 416344         | 202312       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 4,611.46-        | 4,611.46-RF           |
| 2023 | RF240507     | 416344         | 202312       | 4,611.46-    | 0.00              | 0.00                | 0.00 2355           | 4,611.46         | 0.00 RF               |
| 2023 | RF240507     | 501715         | 202312       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 6,998.09-        | 6,998.09-RF           |
| 2023 | RF240507     | 501715         | 202312       | 6,998.09-    | 0.00              | 0.00                | 0.00 2355           | 6,998.09         | 0.00 RF               |
| 2023 | RF240507     | 510893         | 202401       | 1,882.10-    | 0.00              | 0.00                | 0.00 2355           | 1,882.10         | 0.00 RF               |
| 2023 | RF240507     | 510893         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 1,882.10-RF      | 1,882.10-RF           |
| 2023 | RF240507     | 516823         | 202401       | 25.03-       | 0.00              | 0.00                | 0.00 2355           | 25.03            | 0.00 RF               |
| 2023 | RF240507     | 516823         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 25.03-RF         | 25.03-RF              |
| 2023 | RF240508     | 610467         | 202312       | 0.00         | 0.00              | 0.00                | 0.00 CERT           | 380.93-          | 380.93-RF             |
| 2023 | RF240508     | 610467         | 202312       | 380.93-      | 0.00              | 0.00                | 0.00 CERT           | 380.93           | 0.00 RF               |
| 2023 | RF240507     | 611652         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 695.25-          | 695.25-RF             |
| 2023 | RF240507     | 611652         | 202401       | 695.25-      | 0.00              | 0.00                | 0.00 2355           | 695.25           | 0.00 RF               |
| 2023 | RF240528     | 612540         | 202312       | 0.00         | 0.00              | 0.00                | 0.00 CERT           | 237.00-          | 237.00-RF             |
| 2023 | RF240528     | 612540         | 202312       | 237.00-      | 0.00              | 0.00                | 0.00 CERT           | 237.00           | 0.00 RF               |
| 2023 | RF240507     | 720947         | 202401       | 5,267.01-    | 0.00              | 0.00                | 0.00 2355           | 5,267.01         | 0.00 RF               |
| 2023 | RF240507     | 720947         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 5,267.01-RF      | 5,267.01-RF           |
| 2023 | RF240507     | 737677         | 202311       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 1,076.80-        | 1,076.80-RF           |
| 2023 | RF240507     | 737677         | 202311       | 1,076.80-    | 0.00              | 0.00                | 0.00 2355           | 1,076.80         | 0.00 RF               |
| 2023 | RF240507     | 741325         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 2355           | 496.01-          | 496.01-RF             |
| 2023 | RF240507     | 741325         | 202401       | 496.01-      | 0.00              | 0.00                | 0.00 2355           | 496.01           | 0.00 RF               |

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TAX COLLECTION SYSTEM  
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| YEAR                | DEPOSIT    | ACCOUNT NUMBER | EFF<br>YR/MO | LEVY<br>PAID | DISCOUNT<br>GIVEN | PENALTY<br>INTEREST | ATTORNEY CAUSE / REV | REFUND<br>AMOUNT | PAYMENT<br>AMOUNT CAT |
|---------------------|------------|----------------|--------------|--------------|-------------------|---------------------|----------------------|------------------|-----------------------|
| 2023                | RF240507   | 742336         | 202401       | 0.00         | 0.00              | 0.00                | 0.00 23S5            | 301.32-          | 301.32-RE             |
| 2023                | RF240507   | 742336         | 202401       | 301.32-      | 0.00              | 0.00                | 0.00 23S5            | 301.32           | 0.00 RF               |
| 2023                | 902051624T | 747776         | 202401       | 289.18-      | 0.00              | 0.00                | 0.00 23S0            | 0.00             | 289.18-TR             |
| 2023                | RF240522   | H330520000003  | 202401       | 5,448.33-    | 0.00              | 0.00                | 0.00 HK09            | 5,448.33         | 0.00 RF               |
| 2023                | RF240522   | H330520000003  | 202401       | 0.00         | 0.00              | 0.00                | 0.00 HK09            | 5,448.33-        | 5,448.33-RF           |
| 2023                | RF240522   | H330520000016  | 202401       | 3,312.24-    | 0.00              | 0.00                | 0.00 HK09            | 3,312.24         | 0.00 RF               |
| 2023                | RF240522   | H330520000016  | 202401       | 0.00         | 0.00              | 0.00                | 0.00 HK09            | 3,312.24-        | 3,312.24-RF           |
| 2023                | TOTAL      |                |              | 55,633.13-   | 0.00              | 90.87-              | 0.00                 | 0.00             | 55,724.00-            |
| YEAR 2019           |            |                |              |              |                   |                     |                      |                  |                       |
| REFUNDS             |            |                |              | 62.57-       | 0.00              | 0.00                | 0.00                 | 0.00             | 62.57-                |
| RETURNED ITEMS      |            |                |              | 0.00         | 0.00              | 0.00                | 0.00                 | 0.00             | 0.00                  |
| TRANSFERS/REVERSALS |            |                |              | 0.00         | 0.00              | 0.00                | 0.00                 | 0.00             | 0.00                  |
| TOTAL               |            |                |              | 62.57-       | 0.00              | 0.00                | 0.00                 | 0.00             | 62.57-                |
| YEAR 2020           |            |                |              |              |                   |                     |                      |                  |                       |
| REFUNDS             |            |                |              | 34.34-       | 0.00              | 0.00                | 0.00                 | 0.00             | 34.34-                |
| RETURNED ITEMS      |            |                |              | 0.00         | 0.00              | 0.00                | 0.00                 | 0.00             | 0.00                  |
| TRANSFERS/REVERSALS |            |                |              | 0.00         | 0.00              | 0.00                | 0.00                 | 0.00             | 0.00                  |
| TOTAL               |            |                |              | 34.34-       | 0.00              | 0.00                | 0.00                 | 0.00             | 34.34-                |
| YEAR 2021           |            |                |              |              |                   |                     |                      |                  |                       |
| REFUNDS             |            |                |              | 325.45-      | 0.00              | 0.00                | 0.00                 | 0.00             | 325.45-               |
| RETURNED ITEMS      |            |                |              | 0.00         | 0.00              | 0.00                | 0.00                 | 0.00             | 0.00                  |
| TRANSFERS/REVERSALS |            |                |              | 0.00         | 0.00              | 0.00                | 0.00                 | 0.00             | 0.00                  |
| TOTAL               |            |                |              | 325.45-      | 0.00              | 0.00                | 0.00                 | 0.00             | 325.45-               |
| YEAR 2022           |            |                |              |              |                   |                     |                      |                  |                       |
| REFUNDS             |            |                |              | 5,168.69-    | 0.00              | 1.26-               | 0.00                 | 0.00             | 5,169.95-             |
| RETURNED ITEMS      |            |                |              | 0.00         | 0.00              | 0.00                | 0.00                 | 0.00             | 0.00                  |
| TRANSFERS/REVERSALS |            |                |              | 0.00         | 0.00              | 0.00                | 0.00                 | 0.00             | 0.00                  |
| TOTAL               |            |                |              | 5,168.69-    | 0.00              | 1.26-               | 0.00                 | 0.00             | 5,169.95-             |
| YEAR 2023           |            |                |              |              |                   |                     |                      |                  |                       |
| REFUNDS             |            |                |              | 52,832.26-   | 0.00              | 29.35-              | 0.00                 | 0.00             | 52,861.61-            |
| RETURNED ITEMS      |            |                |              | 0.00         | 0.00              | 0.00                | 0.00                 | 0.00             | 0.00                  |
| TRANSFERS/REVERSALS |            |                |              | 2,800.87-    | 0.00              | 61.52-              | 0.00                 | 0.00             | 2,862.39-             |
| TOTAL               |            |                |              | 55,633.13-   | 0.00              | 90.87-              | 0.00                 | 0.00             | 55,724.00-            |
| ALL YEARS           |            |                |              |              |                   |                     |                      |                  |                       |
| REFUNDS             |            |                |              | 58,423.31-   | 0.00              | 30.61-              | 0.00                 | 0.00             | 58,453.92-            |
| RETURNED ITEMS      |            |                |              | 0.00         | 0.00              | 0.00                | 0.00                 | 0.00             | 0.00                  |
| TRANSFERS/REVERSALS |            |                |              | 2,800.87-    | 0.00              | 61.52-              | 0.00                 | 0.00             | 2,862.39-             |
| TOTAL               |            |                |              | 61,224.18-   | 0.00              | 92.13-              | 0.00                 | 0.00             | 61,316.31-            |



SUMMARY OF PAYMENTS AND REVERSALS  
FROM: 05/01/2024 THRU 05/31/2024  
JURISDICTION: 337 FRIENDWD CITY

| YEAR DEPOSIT | ACCOUNT NUMBER  | EFF<br>YR/MO | LEVY<br>PAID | DISCOUNT<br>GIVEN | PENALTY<br>INTEREST | ATTORNEY CAUSE /REV | REFUND<br>AMOUNT | PAYMENT<br>AMOUNT |
|--------------|-----------------|--------------|--------------|-------------------|---------------------|---------------------|------------------|-------------------|
|              | 2020 TOTAL      |              | 136.95       | 0.00              | 68.78               | 40.22               | 0.00             | 245.95            |
|              | 2021 TOTAL      |              | 12.33        | 0.00              | 1.72                | 0.00                | 0.00             | 14.05             |
|              | 2022 TOTAL      |              | 3,042.06     | 0.00              | 484.90              | 458.59              | 0.00             | 3,985.55          |
|              | 2023 TOTAL      |              | 212,731.40   | 0.00              | 12,669.85           | 796.27              | 0.00             | 226,197.52        |
|              | TOTAL PAYMENTS  |              | 215,922.74   | 0.00              | 13,225.25           | 1,295.08            | 0.00             | 230,443.07        |
|              | 2019 TOTAL      |              | 62.57-       | 0.00              | 0.00                | 0.00                | 0.00             | 62.57-            |
|              | 2020 TOTAL      |              | 34.34-       | 0.00              | 0.00                | 0.00                | 0.00             | 34.34-            |
|              | 2021 TOTAL      |              | 325.45-      | 0.00              | 0.00                | 0.00                | 0.00             | 325.45-           |
|              | 2022 TOTAL      |              | 5,168.69-    | 0.00              | 1.26-               | 0.00                | 0.00             | 5,169.95-         |
|              | 2023 TOTAL      |              | 55,633.13-   | 0.00              | 90.87-              | 0.00                | 0.00             | 55,724.00-        |
|              | TOTAL REVERSALS |              | 61,224.18-   | 0.00              | 92.13-              | 0.00                | 0.00             | 61,316.31-        |
|              | TOTAL FOR UNIT  |              | 154,698.56   | 0.00              | 13,133.12           | 1,295.08            | 0.00             | 169,126.76        |

FISCAL START: 08/01/2023 END: 07/31/2024 JURISDICTION: 0337 FRIENDWD CITY

| CERT TAXABLE VALUE |               | ADJUSTMENTS |  | ADJ TAX VALUE |   | TAX RATE  |  | TAX LEVY      |  | PAID ACCTS |  |
|--------------------|---------------|-------------|--|---------------|---|-----------|--|---------------|--|------------|--|
| CURRENT YEAR       | 5,274,185,590 | 189,127,003 |  | 5,463,312,593 | 0 | 00.500728 |  | 25,717,682.80 |  | 17,647     |  |

| YEAR  | TAXES DUE     | MONTH ADJ  | ADJUSTMENT YTD | LEVY PAID     | PAID YTD      | BALANCE    | COLL % | YTD UNCOLL |
|-------|---------------|------------|----------------|---------------|---------------|------------|--------|------------|
| 2023  | 24,803,290.69 | 914,392.11 | 914,392.11     | 25,103,050.55 | 25,103,050.55 | 614,632.25 | 97.61  | 0.00       |
| 2022  | 224,620.94    | 82,824.74- | 82,824.74-     | 83,538.61     | 83,538.61     | 58,257.59  | 58.91  | 0.00       |
| 2021  | 46,007.11     | 10,545.59- | 10,545.59-     | 2,765.50      | 2,765.50      | 32,696.02  | 7.80   | 0.00       |
| 2020  | 28,524.90     | 668.56     | 668.56         | 7,543.75      | 7,543.75      | 21,649.71  | 25.84  | 0.00       |
| 2019  | 20,010.02     | 428.38-    | 428.38-        | 3,528.36      | 3,528.36      | 16,053.28  | 18.02  | 0.00       |
| 2018  | 14,875.89     | 233.69     | 233.69         | 2,142.62      | 2,142.62      | 12,966.96  | 14.18  | 0.00       |
| 2017  | 13,642.64     | .00        | 0.00           | 1,884.60      | 1,884.60      | 11,758.04  | 13.81  | 0.00       |
| 2016  | 12,117.53     | .00        | 0.00           | 1,916.14      | 1,916.14      | 10,201.39  | 15.81  | 0.00       |
| 2015  | 11,826.76     | .00        | 0.00           | 1,902.34      | 1,902.34      | 9,924.42   | 16.09  | 0.00       |
| 2014  | 12,474.54     | .00        | 0.00           | 1,414.85      | 1,414.85      | 11,059.69  | 11.34  | 0.00       |
| 2013  | 9,677.98      | .00        | 0.00           | 1,004.33      | 1,004.33      | 8,673.65   | 10.38  | 0.00       |
| 2012  | 6,814.94      | .00        | 0.00           | 998.13        | 998.13        | 5,816.81   | 14.65  | 0.00       |
| 2011  | 6,841.46      | .00        | 0.00           | 966.23        | 966.23        | 5,875.23   | 14.12  | 0.00       |
| 2010  | 3,613.44      | .00        | 0.00           | 11.69         | 11.69         | 3,601.75   | .32    | 0.00       |
| 2009  | 5,164.80      | .00        | 0.00           | 7.52          | 7.52          | 5,157.28   | .15    | 0.00       |
| 2008  | 4,281.97      | .00        | 0.00           | 0.64          | 0.64          | 4,281.33   | .01    | 0.00       |
| 2007  | 1,321.11      | .00        | 0.00           | 0.00          | 0.00          | 1,321.11   |        | 0.00       |
| 2006  | 2,437.90      | .00        | 0.00           | 0.00          | 0.00          | 2,437.90   |        | 0.00       |
| 2005  | 1,170.61      | .00        | 0.00           | 0.00          | 0.00          | 1,170.61   |        | 0.00       |
| 2004  | 640.47        | .00        | 0.00           | 0.00          | 0.00          | 640.47     |        | 0.00       |
| 2003  | 647.12        | .00        | 0.00           | 0.00          | 0.00          | 647.12     |        | 0.00       |
| 2002  | 562.90        | .00        | 0.00           | 0.00          | 0.00          | 562.90     |        | 0.00       |
| ****  | 25,230,565.72 | 821,495.65 | 821,495.65     | 25,212,675.86 | 25,212,675.86 | 839,385.51 |        | 0.00       |
| CURR  | 24,803,290.69 | 914,392.11 | 914,392.11     | 25,103,050.55 | 25,103,050.55 | 614,632.25 |        | 0.00       |
| DELTQ | 427,275.03    | 92,896.46- | 92,896.46-     | 109,625.31    | 109,625.31    | 224,753.26 |        | 0.00       |

ALL PROPERTY

TAX COLLECTION SYSTEM  
SUPPLEMENTAL / ADJUSTMENT CONTROL TOTALS  
FOR TAX YEAR: 2023  
JURISDICTION: 0337 FRIENDWD CITY

PAGE: 183  
INCLUDES AG ROLLBACK

|                   | CERTIFIED<br>ROLL | ROLL AS OF<br>08/01/2023 | SUPPLEMENTALS<br>THIS PERIOD | ADJUSTMENTS<br>THIS PERIOD | NET CHANGE<br>THIS PERIOD | ROLL AS OF<br>05/31/2024 |
|-------------------|-------------------|--------------------------|------------------------------|----------------------------|---------------------------|--------------------------|
| LAND VALUE        | 7,378,007.830     | 7,378,007.830            | 60,700.054                   | 3,731,829-                 | 56,968,225                | 7,434,976.055            |
| AG EXCLUSION      | 32,425,077        | 32,425,077               | 5,168,547                    | 11,968                     | 5,180,515                 | 37,605,592               |
| IMPROVEMENTS      | 942,980,218       | 942,980,218              | 271,936,298                  | 45,782,733-                | 226,153,565               | 1,169,133,783            |
| APPRAISED VALUE   | 7,378,007.830     | 7,378,007.830            | 332,636,352                  | 49,514,562-                | 283,121,790               | 7,661,129,620            |
| EXEMPTIONS        | 2,071,397,163     | 2,071,397,163            | 74,245,479                   | 19,737,340                 | 93,994,787                | 2,165,391,950            |
| TAXABLE VALUE     | 5,274,185,590     | 5,274,185,590            | 258,390,873                  | 69,263,870-                | 189,127,003               | 5,463,312,593            |
| LEVY              | 24,803,290.69     | 24,803,290.69            | 1,700,163.24                 | 785,771.13-                | 914,392.11                | 25,717,682.80            |
| UNCOLLECTIBLE     | .00               | .00                      | .00                          | .00                        | .00                       | .00                      |
| RECEIVABLE        |                   |                          |                              |                            | .00                       |                          |
| EXEMPTION COUNTS: |                   |                          |                              |                            |                           |                          |
| HOMESTEADS        | 10,427            | 10,427                   | 543                          | 206                        | 758                       | 11,185                   |
| OVER 65           | 3,603             | 3,603                    | 90                           | 92                         | 187                       | 3,790                    |
| DISABLED          | 178               | 178                      | 6                            | 11                         | 18                        | 196                      |
| VETERAN           | 259               | 259                      | 14                           | 4                          | 18                        | 277                      |
| TOTAL EXEMPT      | 88                | 88                       | 0                            | 0                          | 0                         | 88                       |

ALL PROPERTY

TAX COLLECTION SYSTEM  
SUPPLEMENTAL / ADJUSTMENT CONTROL TOTALS  
FOR TAX YEAR: 2022  
JURISDICTION: 0337 FRIENDWD CITY

PAGE: 184  
INCLUDES AG ROLLBACK

|                   | CERTIFIED<br>ROLL | ROLL AS OF<br>08/01/2023 | SUPPLEMENTALS<br>THIS PERIOD | ADJUSTMENTS<br>THIS PERIOD | NET CHANGE<br>THIS PERIOD | ROLL AS OF<br>05/31/2024 |
|-------------------|-------------------|--------------------------|------------------------------|----------------------------|---------------------------|--------------------------|
| LAND VALUE        | 6,593,325,295     | 6,593,325,295            | 0                            | 430,066-                   | 430,066-                  | 6,592,895,229            |
| AG EXCLUSION      | 32,486,183        | 32,486,183               | 0                            | 0                          | 0                         | 32,486,183               |
| IMPROVEMENTS      | 873,775,097       | 873,775,097              | 543,880                      | 8,457,286-                 | 7,913,406-                | 865,861,691              |
| APPRAISED VALUE   | 6,593,325,295     | 6,593,325,295            | 543,880                      | 8,887,352-                 | 8,343,472-                | 6,584,981,823            |
| EXEMPTIONS        | 1,782,152,718     | 1,782,152,718            | 0                            | 9,805,474                  | 9,805,474                 | 1,791,958,192            |
| TAXABLE VALUE     | 4,778,686,394     | 4,778,686,394            | 543,880                      | 18,692,826-                | 18,148,946-               | 4,760,537,448            |
| LEVY              | 224,620.94        | 224,620.94               | 2,660.60                     | 85,485.34-                 | 82,824.74-                | 141,796.20               |
| UNCOLLECTIBLE     | .00               | .00                      | .00                          | .00                        | .00                       | .00                      |
| RECEIVABLE        |                   |                          |                              |                            |                           |                          |
| EXEMPTION COUNTS: |                   |                          |                              |                            |                           |                          |
| HOMESTEADS        | 10,595            | 10,595                   | 0                            | 87                         | 87                        | 10,682                   |
| OVER 65           | 3,475             | 3,475                    | 0                            | 30                         | 30                        | 3,505                    |
| DISABLED          | 180               | 180                      | 0                            | 9                          | 9                         | 189                      |
| VETERAN           | 253               | 253                      | 0                            | 4                          | 4                         | 257                      |
| TOTAL EXEMPT      | 84                | 84                       | 0                            | 0                          | 0                         | 84                       |



ALL PROPERTY

JURISDICTION: 0337 FRIENDWD CITY

|                   | CERTIFIED<br>ROLL | ROLL AS OF<br>06/01/2023 | SUPPLEMENTALS<br>THIS PERIOD | ADJUSTMENTS<br>THIS PERIOD | NET CHANGE<br>THIS PERIOD | ROLL AS OF<br>05/31/2024 |
|-------------------|-------------------|--------------------------|------------------------------|----------------------------|---------------------------|--------------------------|
| LAND VALUE        | 5,827,810,207     | 5,827,810,207            | 0                            | 604,274-                   | 604,274-                  | 5,827,205,933            |
| AG EXCLUSION      | 33,691,313        | 33,691,313               | 0                            | 380,567-                   | 380,567-                  | 33,310,746               |
| IMPROVEMENTS      | 775,157,465       | 775,157,465              | 610,453                      | 418,918-                   | 191,535                   | 775,349,000              |
| APPRAISED VALUE   | 5,827,810,207     | 5,827,810,207            | 610,453                      | 1,023,192-                 | 412,739-                  | 5,827,397,468            |
| EXEMPTIONS        | 1,579,451,702     | 1,579,451,702            | 0                            | 3,279,300                  | 2,898,733                 | 1,582,350,435            |
| TAXABLE VALUE     | 4,214,667,192     | 4,214,667,192            | 610,453                      | 3,921,925-                 | 3,311,472-                | 4,211,355,720            |
| LEVY              | 46,007.11         | 46,007.11                | 2,974.83                     | 13,520.42-                 | 10,545.59-                | 35,461.52                |
| UNCOLLECTIBLE     | .00               | .00                      | .00                          | .00                        | .00                       | .00                      |
| RECEIVABLE        |                   |                          |                              |                            |                           |                          |
| EXEMPTION COUNTS: |                   |                          |                              |                            |                           |                          |
| HOMESTEADS        | 10,298            | 10,298                   | 0                            | 25                         | 25                        | 10,323                   |
| OVER 65           | 3,255             | 3,255                    | 0                            | 10                         | 10                        | 3,265                    |
| DISABLED          | 181               | 181                      | 0                            | 6                          | 6                         | 187                      |
| VETERAN           | 240               | 240                      | 0                            | 2                          | 2                         | 242                      |
| TOTAL EXEMPT      | 84                | 84                       | 0                            | 0                          | 0                         | 84                       |

ALL PROPERTY

JURISDICTION: 0337 FRIENDWD CITY

|                   | CERTIFIED     |  | ROLL AS OF    |  | SUPPLEMENTALS |  | ADJUSTMENTS |  | NET CHANGE  |  | ROLL AS OF    |  |
|-------------------|---------------|--|---------------|--|---------------|--|-------------|--|-------------|--|---------------|--|
|                   | ROLL          |  | 08/01/2023    |  | THIS PERIOD   |  | THIS PERIOD |  | THIS PERIOD |  | 05/31/2024    |  |
| LAND VALUE        | 5,043,274,252 |  | 5,043,274,252 |  | 0             |  | 10-         |  | 10-         |  | 5,043,274,242 |  |
| AG EXCLUSION      | 27,337,308    |  | 27,337,308    |  | 0             |  | 0           |  | 0           |  | 27,337,308    |  |
| IMPROVEMENTS      | 706,413,340   |  | 706,413,340   |  | 0             |  | 19,050-     |  | 19,050-     |  | 706,394,290   |  |
| APPRAISED VALUE   | 5,043,274,252 |  | 5,043,274,252 |  | 0             |  | 19,060-     |  | 19,060-     |  | 5,043,255,192 |  |
| EXEMPTIONS        | 1,218,139,975 |  | 1,218,139,975 |  | 0             |  | 124,116-    |  | 124,116-    |  | 1,218,015,859 |  |
| TAXABLE VALUE     | 3,797,796,969 |  | 3,797,796,969 |  | 0             |  | 105,056     |  | 105,056     |  | 3,797,902,025 |  |
| LEVY              | 28,524.90     |  | 28,524.90     |  | .00           |  | 668.56      |  | 668.56      |  | 29,193.46     |  |
| UNCOLLECTIBLE     | .00           |  | .00           |  | .00           |  | .00         |  | .00         |  | .00           |  |
| RECEIVABLE        |               |  |               |  |               |  |             |  |             |  |               |  |
| EXEMPTION COUNTS: |               |  |               |  |               |  |             |  |             |  |               |  |
| HOMESTEADS        | 10,220        |  | 10,220        |  | 0             |  | 2-          |  | 2-          |  | 10,218        |  |
| OVER 65           | 3,163         |  | 3,163         |  | 0             |  | 2-          |  | 2-          |  | 3,161         |  |
| DISABLED          | 182           |  | 182           |  | 0             |  | 0           |  | 0           |  | 182           |  |
| VETERAN           | 221           |  | 221           |  | 0             |  | 3           |  | 3           |  | 224           |  |
| TOTAL EXEMPT      | 80            |  | 80            |  | 0             |  | 0           |  | 0           |  | 80            |  |

ALL PROPERTY

JURISDICTION: 0337 FRIENDWD CITY

|                   | CERTIFIED<br>ROLL | ROLL AS OF<br>08/01/2023 | SUPPLEMENTALS<br>THIS PERIOD | ADJUSTMENTS<br>THIS PERIOD | NET CHANGE<br>THIS PERIOD | ROLL AS OF<br>05/31/2024 |
|-------------------|-------------------|--------------------------|------------------------------|----------------------------|---------------------------|--------------------------|
| LAND VALUE        | 4,537,437,822     | 4,537,437,822            | 0                            | 10-                        | 10-                       | 4,537,437,812            |
| AG EXCLUSION      | 24,683,691        | 24,683,691               | 0                            | 0                          | 0                         | 24,683,691               |
| IMPROVEMENTS      | 645,931,872       | 645,931,872              | 0                            | 48,320-                    | 48,320-                   | 645,883,552              |
| APPRAISED VALUE   | 4,537,437,822     | 4,537,437,822            | 0                            | 48,330-                    | 48,330-                   | 4,537,389,492            |
| EXEMPTIONS        | 1,018,439,121     | 1,018,439,121            | 0                            | 28,990                     | 28,990                    | 1,018,468,111            |
| TAXABLE VALUE     | 3,494,315,010     | 3,494,315,010            | 0                            | 77,320-                    | 77,320-                   | 3,494,237,690            |
| LEVY              | 20,010.02         | 20,010.02                | .00                          | 428.38-                    | 428.38-                   | 19,581.64                |
| UNCOLLECTIBLE     | .00               | .00                      | .00                          | .00                        | .00                       | .00                      |
| RECEIVABLE        |                   |                          |                              |                            |                           |                          |
| EXEMPTION COUNTS: |                   |                          |                              |                            |                           |                          |
| HOMESTEADS        | 10,000            | 10,000                   | 0                            | 0                          | 0                         | 10,000                   |
| OVER 65           | 2,975             | 2,975                    | 0                            | 0                          | 0                         | 2,975                    |
| DISABLED          | 181               | 181                      | 0                            | 0                          | 0                         | 181                      |
| VETERAN           | 205               | 205                      | 0                            | 3                          | 3                         | 208                      |
| TOTAL EXEMPT      | 74                | 74                       | 0                            | 0                          | 0                         | 74                       |

ALL PROPERTY

JURISDICTION: 0337 FRIENDWD CITY

|                   | CERTIFIED<br>ROLL | ROLL AS OF<br>08/01/2023 | SUPPLEMENTS<br>THIS PERIOD | ADJUSTMENTS<br>THIS PERIOD | NET CHANGE<br>THIS PERIOD | ROLL AS OF<br>05/31/2024 |
|-------------------|-------------------|--------------------------|----------------------------|----------------------------|---------------------------|--------------------------|
| LAND VALUE        | 4,207,374,518     | 4,207,374,518            | 0                          | 0                          | 0                         | 4,207,374,518            |
| AG EXCLUSION      | 23,842,910        | 23,842,910               | 0                          | 0                          | 0                         | 23,842,910               |
| IMPROVEMENTS      | 617,900,409       | 617,900,409              | 0                          | 0                          | 0                         | 617,900,409              |
| APPRAISED VALUE   | 4,207,374,518     | 4,207,374,518            | 0                          | 0                          | 0                         | 4,207,374,518            |
| EXEMPTIONS        | 891,117,422       | 891,117,422              | 0                          | 41,690-                    | 41,690-                   | 891,075,732              |
| TAXABLE VALUE     | 3,292,414,186     | 3,292,414,186            | 0                          | 41,690                     | 41,690                    | 3,292,455,876            |
| LEVY              | 14,875.89         | 14,875.89                | .00                        | 233.69                     | 233.69                    | 15,109.58                |
| UNCOLLECTIBLE     | .00               | .00                      | .00                        | .00                        | .00                       | .00                      |
| RECEIVABLE        |                   |                          |                            |                            | .00                       |                          |
| EXEMPTION COUNTS: |                   |                          |                            |                            |                           |                          |
| HOMESTEADS        | 10,001            | 10,001                   | 0                          | 1-                         | 1-                        | 10,000                   |
| OVER 65           | 2,897             | 2,897                    | 0                          | 1-                         | 1-                        | 2,896                    |
| DISABLED          | 0                 | 0                        | 0                          | 0                          | 0                         | 0                        |
| VETERAN           | 204               | 204                      | 0                          | 0                          | 0                         | 204                      |
| TOTAL EXEMPT      | 0                 | 0                        | 0                          | 0                          | 0                         | 0                        |



**Summary of Jurisdiction Remittances Processed Property Tax File**  
**For Remitted Deposit Dates 05/01/2024 thru 05/31/2024 as of 06/04/2024**

Batch Seq  
4565044

Report run on: June 4, 2024 9:52 AM

| Tax Unit                 |                       | M & O Total         | I & S Total        | TIF Levy      | TIF Interest  | Fee Total     | Total               |
|--------------------------|-----------------------|---------------------|--------------------|---------------|---------------|---------------|---------------------|
| <b>337 FRIENDWD CITY</b> |                       |                     |                    |               |               |               |                     |
| ACH 87608                | Print Date:06/03/2024 |                     |                    |               |               |               |                     |
|                          | Current               | 33,287.96           | 10,639.45          | 0.00          | 0.00          | 0.00          | 43,927.41           |
|                          | Delq                  | (10,747.13)         | (2,731.94)         | 0.00          | 0.00          | 0.00          | (13,479.07)         |
| Last Deposit Date        | 05/03/2024            | \$22,540.83         | \$7,907.51         | \$0.00        | \$0.00        | \$0.00        | \$30,448.34         |
| ACH 87648                | Print Date:06/03/2024 |                     |                    |               |               |               |                     |
|                          | Current               | 15,589.65           | 4,982.70           | 0.00          | 0.00          | 0.00          | 20,572.35           |
|                          | Delq                  | (2,202.63)          | (557.03)           | 0.00          | 0.00          | 0.00          | (2,759.66)          |
| Last Deposit Date        | 05/10/2024            | \$13,387.02         | \$4,425.67         | \$0.00        | \$0.00        | \$0.00        | \$17,812.69         |
| ACH 87692                | Print Date:06/03/2024 |                     |                    |               |               |               |                     |
|                          | Current               | 12,150.02           | 3,883.34           | 0.00          | 0.00          | 0.00          | 16,033.36           |
|                          | Delq                  | 982.73              | 249.76             | 0.00          | 0.00          | 0.00          | 1,232.49            |
| Last Deposit Date        | 05/15/2024            | \$13,132.75         | \$4,133.10         | \$0.00        | \$0.00        | \$0.00        | \$17,265.85         |
| ACH 87733                | Print Date:06/03/2024 |                     |                    |               |               |               |                     |
|                          | Current               | 26,266.27           | 8,395.15           | 0.00          | 0.00          | 0.00          | 34,661.42           |
|                          | Delq                  | (1,478.53)          | (378.64)           | 0.00          | 0.00          | 0.00          | (1,857.17)          |
| Last Deposit Date        | 05/22/2024            | \$24,787.74         | \$8,016.51         | \$0.00        | \$0.00        | \$0.00        | \$32,804.25         |
| ACH 87778                | Print Date:06/03/2024 |                     |                    |               |               |               |                     |
|                          | Current               | 50,056.57           | 15,998.83          | 0.00          | 0.00          | 0.00          | 66,055.40           |
|                          | Delq                  | 1,051.46            | 266.48             | 0.00          | 0.00          | 0.00          | 1,317.94            |
| Last Deposit Date        | 05/31/2024            | \$51,108.03         | \$16,265.31        | \$0.00        | \$0.00        | \$0.00        | \$67,373.34         |
| <b>Total:</b>            |                       | <b>\$124,956.37</b> | <b>\$40,748.10</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$165,704.47</b> |

**FRIENDSWOOD CITY COUNCIL  
AGENDA ITEM FORM**

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/03/2024

Prepared by: Leticia Brysch, Assistant City Manager/City Secretary

Subject: Consider approving the minutes of the City Council Regular Meeting held on June 3, 2024.

Originating Department: City Secretary

Degree of importance:

**SUMMARY / ORIGINATING CAUSE**

This item allows the City Council to review and approve the minutes of the City Council Regular Meeting held on June 3, 2024.

**IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY**

**RECOMMENDATIONS**

Staff recommends approval.

**ATTACHMENTS**

- 1. 2024 06 03 Meeting Minutes (DRAFT)

**MINUTES OF THE REGULAR MEETING OF THE  
CITY COUNCIL OF THE CITY OF FRIENDSWOOD  
JUNE 3, 2024**

THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD MET IN A REGULAR MEETING ON MONDAY, JUNE 3, 2024, AT 5:30 P.M. IN THE COUNCIL CHAMBERS, FRIENDSWOOD CITY HALL, LOCATED AT 910 S. FRIENDSWOOD DRIVE, FRIENDSWOOD, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT CONSTITUTING A QUORUM:

|                |                |
|----------------|----------------|
| John Ellisor   | Councilmember  |
| Trish Hanks    | Councilmember  |
| Sally Branson  | Councilmember  |
| Joe Matranga   | Mayor Pro Tem  |
| Robert Griffon | Councilmember  |
| Brent Erenwert | Councilmember  |
| <br>           |                |
| Mike Foreman   | Mayor          |
| <br>           |                |
| Morad Kabiri   | City Manager   |
| Karen Horner   | City Attorney  |
| Leticia Brysch | City Secretary |

**1. CALL TO ORDER**

Mayor Foreman called the meeting to order with a quorum present at 5:30 P.M.; all members were present with the exception of Councilmember Ellisor who arrived at 5:42 p.m.

**2. INVOCATION**

The invocation was led by the Friendswood Police Department Chaplain Moe Mays. Chaplain Mays stated that he wanted to take a moment to share the loss of a Retired Friendswood Detective William Keith Steele who passed away on May 24, 2024. Keith Steele was hired in 1968 and was the very first patrol officer in Friendswood, was an auxiliary police officer and retired from Friendswood PD on July 31, 2001. Chaplain Mays extended prayers to the family and colleagues of Detective Steele.

**3. PLEDGE OF ALLEGIANCE - United States and State of Texas**

Mayor Foreman led the Pledge of Allegiance of the United States and the Pledge to the State of Texas.

**4. COUNCIL COMMENTS AND REPORTS**

Mayor Foreman stated that the City's Memorial Day event was truly an outstanding Memorial Day, and probably one of the best ones yet. He noted that the event was very well attended, and the honorary speaker was one of our own, John Sasson, who served in the Marine Corps and Afghanistan.

Councilmember Branson welcomed Councilmember John Ellisor to his first meeting. She stated that she also really enjoyed the Memorial Day Celebration and John Sasson did an excellent job. Councilmember Branson also noted that she had received a lot of great comments about the Hero Banners, and she extended her thank you to the group who brought this program to Friendswood, including the Sasson Family and the Friends of Downtown Friendswood Association.

She also noted that she, Mayor Foreman and members of the Engineering staff attended H-GAC last week where they accepted a check in the amount of \$4.6 million for groundwater storage tanks from the GLO, and lastly, she encouraged residents to consider volunteering for any of the City's many organizations, committees, boards, commissions and events.

Councilmember Hanks thanked Chaplain Mays for his lovely comments regarding Officer Steele and his many years of service to Friendswood. She also extended her heartfelt condolences to Officer Steele's family. She commented on the wonderful Memorial Day service, the speaker was great, and her granddaughter, who attended the event with her, was very impressed about the service, those that were being honored, as well as the wonderful banners along FM 518 showing our hometown military heroes. Councilmember Hanks also gave an update about the Keep Friendswood Beautiful committee, its volunteers and the many good works being done in around the city, including the beautification efforts around town including parks, medians, esplanades, the park entrance. Lastly, Councilmember Hanks gave an overview of the Library Board and noted that the annual library gala was being planned and they are working on various fundraising activities, that help support the Library's programs, including one that helps provide a GED-type diploma for people who did not have a normal pathway to their education.

## **5. PUBLIC COMMENT**

Mayor Foreman announced the following citizens had signed up to speak for a public comment.

Katherine Hale, 902 Applewood Dr, requested to speak before the Council and stated that she lives on Applewood Drive and as a grandmother is concerned about the safety of family members getting to the pool. She noted that she has served in multiple volunteer capacities in Friendswood. She also stated that she had researched on Realtor.com that cut-through traffic will reduce her property value by a significant amount. She further stated that she believed that this item had been voted down in the past and would instead like to see a drainage plan for this area. Lastly, she noted that she did not want a road.

Tom Christ, 812 W Castlewood, requested to speak before the Council and stated that he moved to Castlewood over 48 years ago and there were not a lot of homes or roads at that time. Concrete roads were brought in, and the existing swales became ditches that were not maintained by the City, even though he was informed that they would. There are issues with speeding and safety on Castlewood Drive and would like speed bumps to be considered to address this issue.

Jason Jones, 1917 Sandy Lake Dr, requested to speak before the Council and stated that Friendswood is a city on a hill, with good school districts, successful students, and a green city. He stated that he believes in legacy and how elected officials vote will decide theirs.

Deborah Winters-Chaney, 1008 Applewood Drive, requested to speak before the Council and stated that she might be one of the few who has read the documents on the agenda and still, she does not have full understanding of the TIRZ subject and wished that there had been a public meeting that explained everything related to the TIRZ. She stated that she wanted another option other than to open Castlewood to a four-lane boulevard as she has concerns for the safety of the neighborhood children.

## **6. COMMITTEES OR SPECIAL REPORTS**

- A. Present the City of Friendswood Five Star Spirit Award for the First Quarter of 2024 to Mitchell Blanchard and Jason Haritos, both of which are Laborers in the Parks and Recreation Department.**



City Manager Morad Kabiri presented the item and stated that he gets the honor and the privilege of recognizing outstanding employees that have been voted the Employee of the Quarter, so to speak, by their peers and by residents. Mr. Kabiri presented the award to two employees from the Parks Department, Mitchell Blanchard and Jason Haritos.

Mr. Kabiri noted that the two outstanding gentlemen were nominated by a resident who had brought his children, a daughter and son, fishing at Lake Friendswood. They attempted to fish and after not having any luck, they had started to pack up to leave. At about that time, Mitchell walked out onto the dock and threw a line in the water, which got a bite instantly, he then handed the fish to the little boy. Shortly thereafter, Jason did the same with the daughter and they ended up limiting out on fish. Both kids were ecstatic about their experience and the father took a moment to write a thank you note for endearing fishing to them in the future. Mr. Kabiri thanked Mitchell and Jason for taking the extra time and making the family's day enjoyable.

## **7. COMMITTEES OR SPECIAL REPORTS**

### **A. Receive the Library Advisory Board's Annual Report.**

Ms. Diane Freeman, Library Advisory Chair presented the item and stated that she was going to go over three different highlights in her report. She noted that the first was on the Board, the next on the Friends of the Library, and the third being the Library itself. The highlights were the following:

The Board supports the Friendswood Library in their vision to engage, educate, entertain, and empower every family member and business in the community to the best of their abilities. She noted that the whole point of the Board is to support the Library's needs in order to be a vibrant location where everyone feels comfortable at any age. The Board has supported efforts to achieve and promote the Library's mission through the discussion of policies, long-term goals, services, and programs. It also supports Friends of the Library's fundraising events such as the galas and book sales as well as assisting the Library in meeting its goals and long-range strategic plan.

The Board is also very involved with the Gale Excel High School Completion Program, which has helped three young adults attain their high school diploma. At one young man's graduation, his friends and family almost filled up the entire Community Room, which is pretty big. They were so proud of him, and the board members were so proud to support him and all of the graduates.

The Friends of the Library is currently planning the Camelot themed gala, which is scheduled for March 2025. As a result of the monies that have been raised for the previous galas along with the monies from the book sales, they have been able to purchase new makerspace equipment, a sublimation printer, astronomy equipment, and new mobile shelving. They have also provided scholarships for this Gale Excel High School Program and just this year they awarded scholarships to two students in Friendswood High School.

With respect to the Library, they received for the 10th consecutive year in a row, the TMLDA Achievement in Library Excellence Award. The Library hosted many different programs, including the annual Summer Reading Programs, Health Fair, ZakiCon anime event, Craft Fair, and Friendswood Poetry Event with participation from local and international poets. The Library staff also provided outreach services to schools, daycares, retirement committees, and home bound residents, and now the staff gets

around in their brand-new outreach van. Lastly, the Library added new STEM technology classes such as 3D and sublimation printing, robotics, STEAM night programs, and database training.

Mayor Foreman thanked Chairperson Freeman for her report and all the wonderful work being done with the Library.

#### **B. Receive an update regarding a Hometown Heroes Veteran Street Banner Program.**

Ms. Meg Crowley, President of Friends of Downtown Friendswood Association (FDFA) presented the item and stated that Mr. Richard Sasson, their Committee Chair, had brought the hometown heroes concept to Friendswood. She noted that now that the program is up and running, they just wanted to come back around and thank the Council and staff for supporting the program. Ms. Crowley stated that this first year resulted in 28 banners being placed along S Friendswood Dr, which exceeded expectations. She further stated that each year, applications for banners will be accepted from March 1st until April 15th, with the banners being placed in time for Memorial Day with new banners. Ms. Crowley noted that the banners could be used for two years and then would be given back to whoever submitted the application.

Councilmember Erenwert asked that staff work with FDFA to promote the program, maybe via a link on the City's website. Mr. Kabiri stated that staff will assist FDFA with the advertising and communication of this program.

Ms. Crowley again thanked the Mayor and Council for their support of the program.

### **8. WORK SESSION TOPICS**

#### **A. Receive and discuss a presentation regarding the City of Friendswood Multi-Year Financial Plan.**

Finance Director Rhonda Boskas presented the item and stated that the City's multi-year financial plan for Fiscal Years, 2025 through 2029 is a planning tool that projects the general funds revenues and expenditures over a five-year period using historical and trend analysis. Ms. Boskas stated that this plan is what is being used as the basis for the city's upcoming FY25 budget, however, she noted that the information is very preliminary, and projections will be adjusted throughout the budget process and as more information becomes available.

Ms. Boskas noted that based on preliminary values received from the Galveston Central Appraisal District, staff projects an increase in values of 6%, this includes residential and commercial properties, as well as an estimate for any new home construction. However, most of the other revenue sources in the plan are projected to increase by 2%.

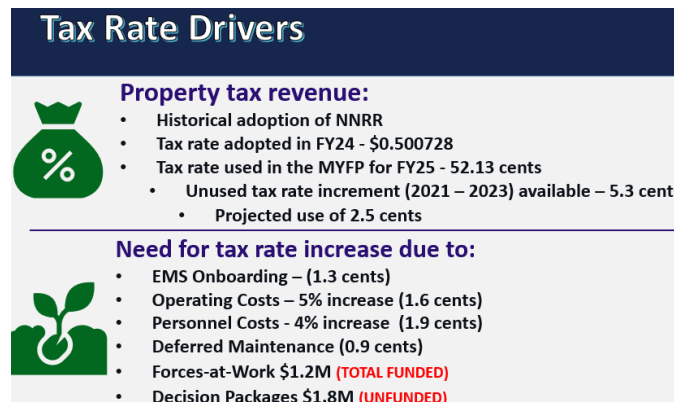
City Manager Morad Kabiri interjected that as it relates to those preliminary projections, a few months ago everybody within the community received their new appraisal value from the Appraisal District. He noted that those statements have two figures, one that estimates the fair market value of the home and then the other that estimates the 10% cap that exists on residential properties. So, of the 6% that is being evaluated right now, the staff does not know the full impact as a number of homes will be under protest. As such, staff will have a better idea of the values later on this summer, when the certified values are received.

Ms. Boskas stated that as it relates to the revenue planning assumptions, the FY25 general fund revenue is projected to be \$41.2 million with property taxes being the city's largest source of revenue. She noted

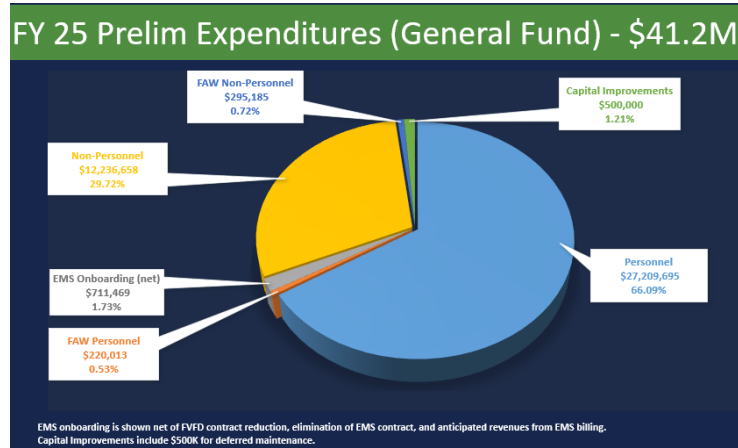
that to calculate the \$22.6 million in revenue, the staff used a tax rate of 52.13 cents; however, this calculation did not include property taxes for debt service, which is accounted for in a separate fund. Ms. Boskas noted that the sales tax revenue is the next largest source of general fund revenue at a little over \$9.5 million; however, this amount did not include the sales tax revenue generated for the streets maintenance sales and use tax and the Friendswood Downtown Economic Development Corporation sales and use tax. Of the remaining revenue sources, franchise taxes are 5% of total revenues generated from utilities, and non-tax revenue is about 17%, which includes fines, building permits, Parks and Recreation fees, interest earnings, as well as the inter-fund transfer from the water and sewer fund.

Ms. Boskas went over a slide that provided the detail on why a tax rate increase is anticipated in FY2025. She noted that historically, the city had adopted the No New Revenue Rate, and in FY24, the tax rate that was adopted was a little above 50 cents, which was well below the voter approval rate, and included any unused increment. Ms. Boskas noted that the city has approximately 5.3 cents in unused increment from staying well below the maximum allowed rate without triggering an automatic rollback election. Additionally, as previously discussed with the Council and with their direction, the EMS will become a department of the city in FY25 with an associated costs of approximately 1.3 cents on the tax rate. Other items that impact the anticipated tax rate increase include increases in supply services and maintenance costs which are estimated to increase 5%, while personnel costs are projected to increase by 4%.

Additionally, \$500,000 to be used for deferred maintenance items is built into the plan, which also adds almost a penny to the tax rate. She noted that the forces at work funded in the plan are estimated at \$1.2 million, and these are required expenditures that are beyond the control of city staff; no decision packages submitted by city departments are included in the plan.



Ms. Boskas went on to discuss the expenditures and the assumptions included in the multi-year financial plan. Staff is projecting that there will be a 4% increase each year in wages and benefits, with the 4% taking into consideration the projected salary adjustment for the citywide compensation study that is in process now. Ms. Boskas noted that based on historical trends, non-personnel expenses included in the plan are projected to grow about 5% each year. With that said, she noted that based on the preliminary assumptions, the FY25 preliminary expenditures are estimated at \$41.2 million, with personnel costs being the largest part of the city's budget at 66% of total expenditures. Also on the slide, the EMS onboarding was broken out from the other forces-at-work and shows a net of the reduction in the Friendswood Volunteer Fire Department (FVFD) contract, due to the elimination of the EMS contract, and the revenues from EMS billing.



Ms. Boskas did not go into detail on the forces-at-work slide but allowed Council time to review.

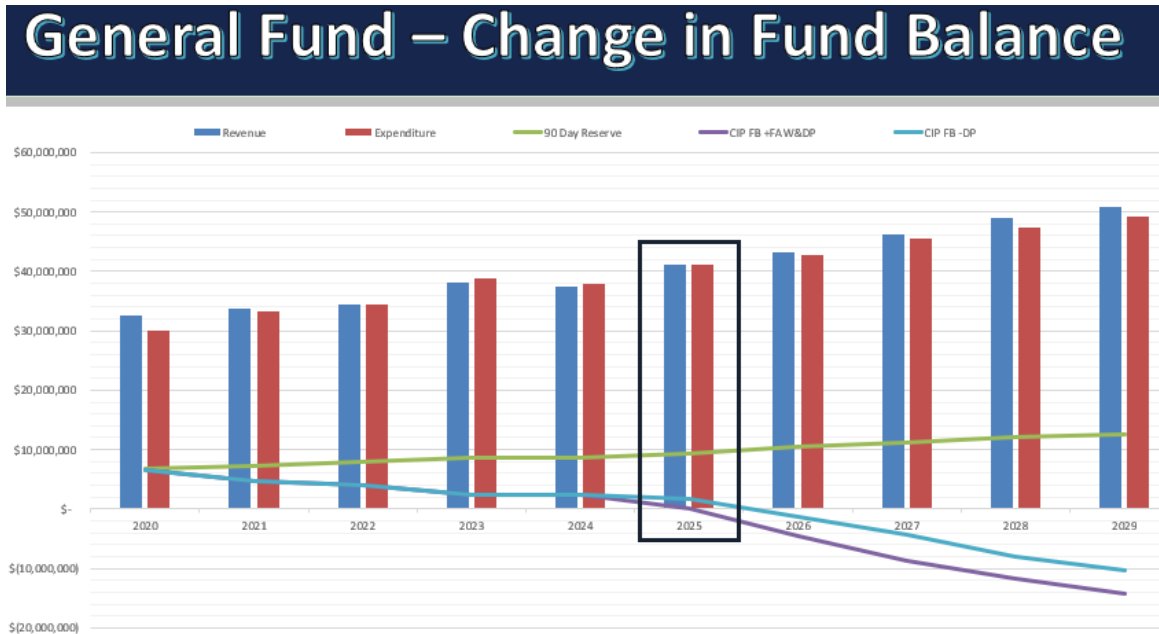
| General Fund Forces-At-Work |                                               |                  |                    |                    |                         |                    |
|-----------------------------|-----------------------------------------------|------------------|--------------------|--------------------|-------------------------|--------------------|
| DEPT                        | DESCRIPTION                                   | ONE TIME COST    | ONGOING COST       | TOTAL              | OUTSIDE REVENUE SOURCES | NET TOTAL          |
| DES_EMS                     | EMS Onboarding                                | 10,000           | 2,943,095          | 2,953,095          | 1,035,000               | \$1,918,095        |
| FVFD_Fire                   | FVFD Fire Contract Reduction                  |                  | 64,195             | 64,195             | 247,981                 | (\$183,786)        |
| FVFD_EMS                    | EMS Contract Elimination                      |                  |                    | 0                  | 1,022,840               | (\$1,022,840)      |
| PD_Patrol                   | 12-Hour Shifts + Vehicle                      | 93,725           | 305,299            | 399,024            | 255,340                 | \$143,684          |
| PD_Admin                    | Biased Policing & Racial Profiling Consultant |                  | 13,000             | 13,000             |                         | \$13,000           |
| PD_Admin                    | Police Policy Accreditation                   | 40,000           | 26,920             | 66,920             | 1,920                   | \$65,000           |
| PD_Patrol                   | FISD School Resource Officer Budget Increase  |                  | 91,582             | 91,582             |                         | \$91,582           |
| ENG                         | Additional Vehicle (Stormwater duties)        | 50,000           | 1,500              | 51,500             |                         | \$51,500           |
| P&R_Parks                   | Maintenance Worker + Vehicle (+1.0 FTE)       | 62,000           | 88,432             | 150,432            |                         | \$150,432          |
| <b>TOTAL FORCES AT WORK</b> |                                               | <b>\$255,725</b> | <b>\$3,534,023</b> | <b>\$3,789,748</b> | <b>\$2,563,081</b>      | <b>\$1,226,667</b> |

Mr. Kabiri stated that many of the numbers mentioned by Ms. Boskas were decided either over a year ago or several months ago, through Council's approval of various contracts, and the costs associated with these contracts are included in the base budget for the purposes of this analysis.

Ms. Boskas noted that the City's fund graph slide is loved by everybody. The blue bar represents the City's revenues, the red is expenditures, and the green bar represents the 90-day reserve. The blue trend line represents what happens to the City's capital improvement reserve if all of the forces-at-work in the plan are funded, and then the purple line shows what happens to the capital improvement reserve if all of the forces-at-work and submitted decision packages were funded.

Mr. Kabiri stated that he wanted to expand a bit on Ms. Boskas earlier comments regarding the impact of the multiple years of adopting the No New Revenue Rate. He noted that for a period of 15 years, 10 of those years the City adopted the No New Revenue Rate or less, and the years in which the No New Revenue Rate was not adopted was because of voter approved tax increases. As such, in order to pay for the voter approved bond projects, the City had to issue that debt.

The slide shows that the impact of doing that over a number of years shows a depreciation of that light blue line, so on the left side of the chart, the light blue line represents the funds available above the 90-day emergency, which was nearly \$7,000,000 back in 2020. Over the course of the last four years, that amount got depleted to where it is now just a little over a million dollars. However, in reality, the City is about \$400,000 over the 90-day reserve; while staff continues waiting for reimbursement from the State and Feds on some grant funds that the city advanced.



Mr. Kabiri further noted that as a part of the upcoming budget cycle, he wanted the Council to consider the possibility of a deferred maintenance line item, which was mentioned earlier in Ms. Bloska's presentation, as well as potentially, a line item for grant related advanced funding. This last line item would assist the City in capturing grant opportunities, similar to the one mentioned by Councilmember Branson regarding the HGAC's \$4.6-million-dollar grant. He noted that while the City is thrilled tickled with the grant, staff has to find a way to fund the \$4.6 million up front over the course of the next three years, and then wait for the reimbursement, which takes time. Mr. Kabiri noted that this is the way grants work, and though great for the city, they may create a problematic situation cash flow situation, if the City continues to apply for these types of grants.

Ms. Bloskas summarized the presentation and noted that on preliminary planning assumptions in the multi-year financial plan, the City's operating reserve is maintained in FY25. Staff is anticipating a tax rate increase this year and in future years with the tax rate being used in the plan being the voter approved rate. The forces-at-work and employee merit are funded, but no decision packages were funded in the current year or for any of the next five years.

Mr. Kabiri stated that much like past years, as further information is gathered, these figures will get refined further and this presentation is simply painting a picture of the budget based the existing information and data.

Mayor Foreman noted that he felt it was important to point out that while the plan includes employee merit raises in the amount of 4%, the City is doing a study to find out how our compensation stacks up against other municipalities, so hopefully, the study will come back with an amount that will not be a bigger number than the projected 4%. Mayor Foreman stated that they needed to pay the staff well, so they do not have quality people heading out the door. Mr. Kabiri responded to the comments by noting that in the last 18 months, the City has lost five key employees for pay raises that were anywhere from a \$40,000 a year pay raise to an \$80,000 a year pay raise.

Ms. Bloskas noted that the next steps in the budget process are the following:



- Proposed Budget Delivered – 08/01/2024 (per City Charter)
- Budget Work Session – 08/05/2024
- Proposed Budget Public Hearing (Special Council Meeting) – 08/26/2024
- Public Hearing on Tax Rate – 09/09/2024
- Budget & Tax Rate Adoption – 09/09/2024

With that, Ms. Boskas thanked the Council for their attention and asked for comments and guidance.

Councilmember Hanks stated that she understood that the information presented will be refined as they move through the budget process, but she wanted to comment that she hoped that the line item for Deferred Maintenance was kept. She noted that she has been a proponent of having a Deferred Maintenance line item for years, in order to account for these type things when we adopted the No New Revenue Rate and put off some of the deferred maintenance items.

Mayor Foreman thanked Ms. Boskas and the Finance staff for their hard work and for putting together a well-informed presentation.

#### **B. Receive and discuss an update regarding the City of Friendswood's utility rates.**

Mr. Jason Gray, Vice President and Managing Principal of Willdan Financial Services, presented the item and stated that because they had provided a lot of very detailed information to the Council via the agenda packet, he wanted to keep his presentation relatively short, and as there was no action on the item that evening, he could come back at a later date for additional discussion and Council could take action then.

Mr. Gray noted that his company does utility rate studies and other financial work for municipalities across the country. His office is in Plano, Texas, and they have done about 300 of these types of studies within Texas for utility rate programs across the state and somewhere around 1,600 nationwide.

Mr. Gray noted that there are five different areas that he is going to go over with the Council:

- Background on Rates
- Customers and Volumes
- Current and Forecast Cost of Service
- Initial Rate Plan Scenarios, and
- Summary

Mr. Gray began by stating that it is important to recognize that average utilities have been increasing their rates at about 5 to 6% per year and this is primarily due to the increased pace of capital improvement project costs. He noted that generally what he is seeing right now in the rate increases, they are closer to 6, 7 or 8% increases over the last couple of years, where historically, increases have been about 5% to 6%. The American Water Works Association, which is the national group that tracks these sorts of things, forecasts that water and wastewater rates will triple within the next 15 years. He further noted that the cost of treating both water and wastewater and conveying both of those products to and from the households continues to go up at a frankly alarming pace, particularly from a capital improvement projects perspective.

Mr. Gray further noted that one very important factor in this equation is that about 30 to 40% of utilities charge rates that do not cover their costs with many times it being deferred maintenance like what was

talked about earlier in the general fund that just does not get done in one particular year, but that is still a cost that is experienced. Mr. Gray further stated that sometimes it is the City's utility that is not transferring any of its revenues back to the general fund, which supports the utility fund operations through the management of the utility, generally speaking, in the HR functions, the IT functions, those sorts of things. Friendswood does that, which is why these sorts of cost-of-service studies are important in order to ensure that the City's tax rate is not paying for utility fund operations.

The water and wastewater wholesale contracts that Friendswood has in place with the City of Houston and the Gulf Coast Authority are continually increasing in their costs for the same reasons that were noted earlier about cost increases. Rate adjustments are largely due to factors that are essentially beyond the City's direct control, as a lot of what makes up the rates are directly impacted by capital improvement projects and their related costs, and the contract services to purchase treated water and to send wastewater off to be treated.

Mr. Gray showed the following slide to discuss its numbers.

## CURRENT RATE STRUCTURE

### Water:

- Base + Conservation Tiers  
Volume Rate for Residential & Irrigation
- Base + Flat Volume Rate for Commercial

### Wastewater

- Base + Flat Volume Rate for Residential & Commercial
- Winter Average Method for Residential

### Outside City Limits Rate:

- 1.5x Inside Rates

| Water Rates                      |           |        |          |
|----------------------------------|-----------|--------|----------|
| Residential Rates                |           |        |          |
| Minimum Charge by Meter Size     | 5/8"-3/4" | \$     | 23.55    |
| (Includes 3,000 Gallons in Base) | 1"        |        | 23.55    |
|                                  | 1 1/2"    |        | 92.09    |
|                                  | 2"        |        | 147.43   |
| Volume Rate (per 1,000 Gallons)  |           |        |          |
|                                  | 1         | 3,000  | \$ -     |
|                                  | 3,001     | 10,000 | 3.21     |
|                                  | 10,001    | 25,000 | 4.01     |
|                                  | 25,001    | Above  | 6.02     |
| Commercial                       |           |        |          |
| Minimum Charge by Meter Size     | 5/8"-3/4" | \$     | 23.55    |
|                                  | 1"        |        | 23.55    |
|                                  | 1 1/2"    |        | 92.09    |
|                                  | 2"        |        | 147.43   |
|                                  | 3"        |        | 265.20   |
|                                  | 4"        |        | 433.43   |
|                                  | 6"        |        | 854.02   |
|                                  | 8"        |        | 1,358.72 |
| Volume Rate (per 1,000 Gallons)  |           | \$     | 4.90     |
| Irrigation                       |           |        |          |
| Minimum Charge by Meter Size     | 5/8"-3/4" | \$     | 23.55    |
|                                  | 1"        |        | 23.55    |
|                                  | 1 1/2"    |        | 92.09    |
|                                  | 2"        |        | 147.43   |
|                                  | 3"        |        | 265.20   |
|                                  | 4"        |        | 433.43   |
|                                  | 6"        |        | 854.02   |
|                                  | 8"        |        | 1,358.72 |
| Volume Rate (per 1,000 Gallons)  |           |        |          |
|                                  | 1         | 3,000  | \$ -     |
|                                  | 3,001     | 10,000 | 4.00     |
|                                  | 10,001    | 25,000 | 4.25     |
|                                  | 25,001    | Above  | 6.02     |

| Wastewater Rates                                                               |           |    |       |
|--------------------------------------------------------------------------------|-----------|----|-------|
| Residential Wastewater Rates                                                   |           |    |       |
| Minimum Charge                                                                 | 5/8"-3/4" |    | 27.96 |
|                                                                                | 1"        |    | 27.96 |
|                                                                                | 1 1/2"    |    | 27.96 |
|                                                                                | 2"        |    | 27.96 |
| Volume Rate (per 1,000 Gallons)                                                |           | \$ | 4.29  |
| * Monthly billed based on an winter months average water consumption           |           |    |       |
| Commercial                                                                     |           |    |       |
| Minimum Charge by Meter Size                                                   | 5/8"-3/4" | \$ | 27.96 |
|                                                                                | 1"        |    | 27.96 |
|                                                                                | 1 1/2"    |    | 27.96 |
|                                                                                | 2"        |    | 27.96 |
|                                                                                | 3"        |    | 27.96 |
|                                                                                | 4"        |    | 27.96 |
|                                                                                | 6"        |    | 27.96 |
|                                                                                | 8"        |    | 27.96 |
| Volume Rate (per 1,000 Gallons)                                                |           | \$ | 4.29  |
| NOTE: Outside City Water & Wastewater Customer rate 1.5x Inside Customer Rates |           |    |       |

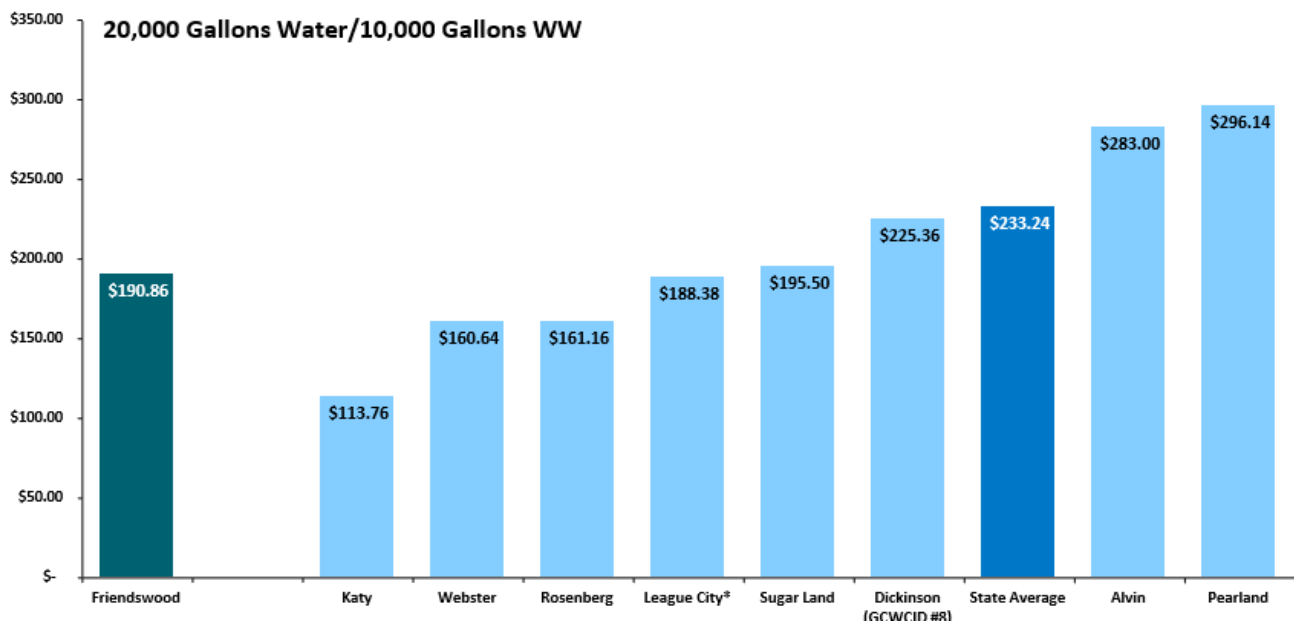
He noted that essentially, this is the current rate plan and discussion about rate plans occur simply because there are a variety of different rates based on who the customer is, how they use the water, and how much of it they use, those sorts of things. Friendswood has what he considered a fairly typical type of rate plan for Texas at least with a base charge and a charge by volume. Mr. Gray stated that the base charge is related to having the meter there and to having the water available to the meter, regardless of whether you use it or not. This charge is there because there is a significant cost associated with ensuring that there is availability of that water, and that is what the base charge is essentially designed to recover.

Additionally, the volume charge occurs when there are a couple of different conservation tiers, this is called an inverted block tier structure, by where the price goes up the more water is used in order to try and encourage conservation. Friendswood has four different tiers at various rates, there are 3,000 gallons

included within the base charge, and if anybody uses less than 3,000 gallons, they get charged the base charge only. It is only when the 3,000 gallons are exceeded that the volume charge is accumulated. The same kind of concept is used with the City's wastewater, except there is no tiered structure because there is no conservation associated with wastewater. Therefore, generally speaking, Friendswood has a flat rate on volume, and then they also have base charges for the sewer component as well. Mr. Gray noted that for those outside city limit rates, which is a fairly small component of the overall revenue, the rates are one and a half times the inside city limit rates, and that is for a variety of reasons.

Mr. Gray noted that at this time, the City charges customers on a bi-monthly basis, so they took a 20,000-gallon bi-monthly charge, and calculated what the costs would be for 20,000 gallons of water and 10,000 gallons of wastewater. Mr. Gray showed on the following chart that generally speaking Friendswood is about \$40 less than the state average for that use profile, which is pretty close to your average use across the community, and about middle-low, low side of the middle, in the comparison surrounding communities.

## CURRENT BI-MONTHLY CHARGES | COMBINED W&WW



City Manager Morad Kabiri added to Mr. Gray's comments by noting that several of the communities on the left-hand side of the chart are still on groundwater, so they are in Fort Bend County. They are not fully mandated to be at 80% usage, so groundwater is much less expensive and have limited treatment requirements.

Mr. Gray stated that Mr. Kabiri was right, the water source is one of the top two factors that go into the actual costs to provide the service, and as it relates to the purchase of surface water or pump groundwater is significantly less expensive, generally speaking, today than surface water; however, over time, that may not necessarily be the case.

As it relates to customers and volumes, currently Friendswood has 14,400 water accounts and about 13,500 wastewater accounts, which is typical. He noted that not only are there a couple of water customers on the residential side that do not have wastewater because they have septic systems, but there are also a

significant number of sprinkler accounts that do not have a wastewater account that goes along with it. Additionally, oftentimes, with commercial properties there will be multiple water accounts that are only paid through one wastewater account.

Mr. Gray noted that they are projecting, along with city staff, a 0.7% increase in the number of water accounts and wastewater accounts over time and they will grow over the next ten years from 14,400 up to a little over 15,000. He further noted that there is a slightly higher percentage increase on the wastewater side simply because it is starting from a slightly lower base, and for every new water account, they are assuming that there's going to be a wastewater account that goes along with it.

Mr. Gray stated that from the billed volume trend, which is not what the city purchases but what is actually billed. He noted that every water system has some differential between how much water is received and how much water can be billed due to hydrant flushing, leaks, firefighting, and other things that do not get metered. Mr. Gray stated that Friendswood's billed volume trend has gone up significantly over the past couple of years. The study used a baseline assumption of about 1.87 billion gallons on an annual basis and then escalating that up as Friendswood grows. He noted that they do not expect the city's use profile to change in any significant way, but as the community grows, the amount of gallons that goes through the system will increase as well. Currently, residential use inside the city limits makes up over three-quarters of the total water and when three-quarters of the customers are residential, cost increase to provide the service, but there is no significant way to increase the water system's revenues without having an impact on the residential side in some way. Many communities prefer to have commercial or industrial, which is understandable, particularly as those are business write-offs related to the cost of doing business for those commercial entities.

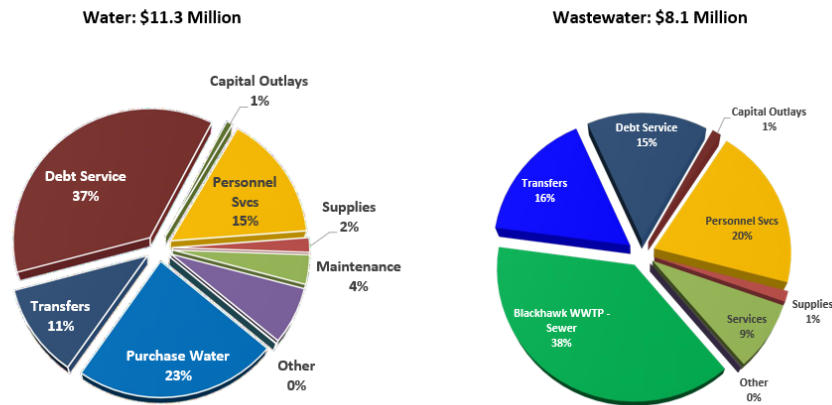
Mayor Pro Tem Matranga asked if by inside versus outside accounts, he was referencing those accounts in the city limits of Friendswood versus those outside of the city limits. Mr. Gray noted that he was correct, and Friendswood has a fraction of customers, both commercial and residential, outside of city limits that don't even register.

Mr. Gray stated that the bi-average monthly use by customer class, residential inside the city limits, is just over 19,000 gallons. The small number of residential customers outside the city limits use a little bit higher level of water. The commercial properties inside the city limits use about 34,000 per month, and sprinkler account inside city limits is about 21,000 gallons on average. So, during the summer months, the usage is actually quite a bit more than during the winter months.

As it relates to the cost of service, there are four different components that impact it, and they are operating expenses, capital outlays for both the in-budget capital projects as well as the debt-funded capital project capital improvement program, debt principal and interest for both current and future debt issuances, and then transfers. Mr. Gray noted that they used the same assumptions as those in the multi-year financial plan, along with their own to establish what an accelerator in their modeling for each and every line item in the City's budget. He noted that they have different accelerators for personnel and benefits than those they have for chemicals, vehicle purchase and other items. There is a lot more detail of this in the model provided to Council, but generally, certain expenses increase at a much faster pace than inflation for a variety of different reasons with the biggest one being construction. There's a whole construction cost inflation index that's separate from the consumer price index and these are the kinds of things that the City's utility faces. Especially those that are at a heightened level of inflation over and above the general CPI that everybody experiences within the marketplace with the biggest impact on the City's rate plan being the wholesale providers and new debt service that will be required to fund the City's CIP.

Mr. Gray made the following points on the slide noted below:

**TEST YEAR COST OF SERVICE**



- On the water side, which is on the left side of this chart, there is an estimated \$11.3 million annual budget, 23% of that goes to purchase water, and 37% of that goes to current debt service for a combined 40% of the overall cost and personnel services are just 15%. So, this shows that there are not a lot of operating expenses as a component of the City's overall costs.
- On the wastewater side, in a similar way, the wastewater treatment plant, the sewer expenses, and the contract services are about 38% of the overall budget, with debt service being 15% and the transfer to the City's general fund is another significant portion. One of the things that Friendswood does well is recognize the full cost of providing these services and transferring that money back into the general fund appropriately.

Mr. Gray stated that the City of Houston water rate increases are projected, recognizing that the costs generally do, and will continue to go up. He noted that at this time, the City of Houston rate per thousand gallons is 93 cents, but the City's effective rate goes up to a \$1.24 as the effective rate includes the other components such as the cash calls, the debt service, and other fees associated with the City of Houston providing water to Friendswood. Mr. Gray stated that they expected this effective rate to increase at a pace of about 5% a year. The other thing driving the total cost is the increase in the amount of water being purchased and they project and increase from about 2.13 billion gallons to about 2.28 over the next five or ten years, which tracks with the City's 0.7% increase in the City's population. This year, the city is expected to pay the City of Houston about \$2.7 million and close to \$4 million at the end of a ten-year period. The same kind of idea relates to the City's wastewater side but with the contract provider being the Gulf Coast Water Authority. Currently, the Authority treats about a billion gallons of wastewater for Friendswood, and this is expected to go up to 1.1 or 1.11 billion over the next ten years, and the cost associated with it increasing from \$3 million today up to about \$4.7 million over those ten years.

Another of the City's primary drivers of the rate plan is its 5-year capital improvement plan that equals \$63 million on the wastewater side and \$51.5 million on the water side. Mr Gray noted that the capital improvement plan includes projects planned by the staff for the next 5 years. These projects have a total number of bond issuances, or debt to finance, is millions of dollars less than the total capital improvement projects and that's due to the grants and partnerships the City has successfully acquired, as well as the use of general fund or utility fund reserves where necessary and appropriate.



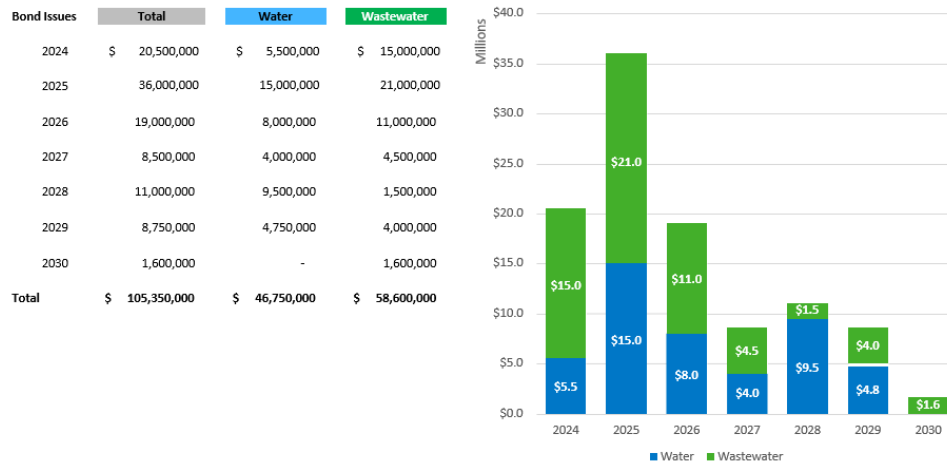
## PROJECTED CAPITAL IMPROVEMENT PLAN (FY24 – FY29)

| WATER PROJECTS                                                                                        |           |                   | WASTEWATER PROJECTS                                                              |           |                   |
|-------------------------------------------------------------------------------------------------------|-----------|-------------------|----------------------------------------------------------------------------------|-----------|-------------------|
| 42" Water Main Replacement (COH Cash Call)                                                            | \$        | 15,355,591        | Upsizing Lift Station #2 & Force Main                                            | \$        | 15,409,400        |
| Friendswood Dr to EST1   24"                                                                          |           | 9,982,000         | Upsize Lift Station 23 and Force Main                                            | ✓         | 5,382,000         |
| Friendswood Trails 16" Loop                                                                           |           | 6,542,000         | I&I Removal Above 30%                                                            |           | 5,000,000         |
| Beamer 12"                                                                                            |           | 4,410,000         | El Dorado/Lundy Lane Sanitary Sewer                                              |           | 3,880,000         |
| Georgetown East Loop 12"                                                                              |           | 3,280,000         | Windsong Lane Sanitary Sewer                                                     |           | 3,061,000         |
| Ground Storage Tank @ W/P 1 and Pump Improvements (Funded with Series 2016 & Georgetown Extension 12" |           | 3,033,849         | Lift Station #2                                                                  |           | 3,000,000         |
| Chigger Creek Crossing 16"                                                                            |           | 2,840,000         | Upsize Lift Station #8 and Force Main                                            |           | 2,569,800         |
| Surface Water System #2 Pump/Controls                                                                 |           | 2,229,000         | Cowards Creek Sewer Upsizing                                                     |           | 2,408,000         |
| Generator at Surface Water Station #2                                                                 | ✓         | 1,000,000         | Lift Station Package 1                                                           |           | 1,950,000         |
| Pipe Rack Relocation Project (Grant)                                                                  |           | 863,750           | Upsize Lift Station #30                                                          |           | 1,845,500         |
| Annalea Neighborhood Improvements - 1/3 Water, 1/3 WW, 1/3 Street Willdan estima                      |           | 858,150           | 2025-2029 Sewer Line Maint & Cleaning - Funded in annual budget                  |           | 1,800,000         |
| Blackhawk Blvd Phase II-C Utilities                                                                   |           | 316,317           | Greenbriar at Cowards Creek Gravity Sewer Line                                   |           | 1,800,000         |
| <b>TOTAL WATER PROJECTS</b>                                                                           | <b>\$</b> | <b>51,490,657</b> | Upsize Lift Station 16                                                           |           | 1,531,200         |
|                                                                                                       |           |                   | Upsizing 15" and 18" sewer line along Greenbriar Drive                           |           | 1,531,200         |
|                                                                                                       |           |                   | Liftstation #26 Reconstruction                                                   |           | 1,500,000         |
|                                                                                                       |           |                   | Lift Station #27 Upgrades                                                        |           | 1,500,000         |
|                                                                                                       |           |                   | *FM 528-Falcon Ridge to Windsong Sanitary Sewer                                  | ✓         | 1,433,100         |
|                                                                                                       |           |                   | Lift Station #22 Rehabilitation/Replacement                                      |           | 1,372,000         |
|                                                                                                       |           |                   | Baker Road, Falling Leaf Sanitary Sewer                                          |           | 1,280,000         |
|                                                                                                       |           |                   | Blackhawk WWTP Aeration Upgrades   Working Cap                                   |           | 1,100,000         |
|                                                                                                       |           |                   | Lift Station Package 4                                                           |           | 1,005,000         |
|                                                                                                       |           |                   | Pipe Rack Relocation Project (Grant)                                             |           | 863,750           |
|                                                                                                       |           |                   | Annalea Neighborhood Improvements - 1/3 Water, 1/3 WW, 1/3 Street Willdan estima |           | 858,150           |
|                                                                                                       |           |                   | Citywide Wastewater Hydraulic Model                                              |           | 400,000           |
|                                                                                                       |           |                   | Blackhawk Blvd Phase II-C Utilities                                              |           | 316,317           |
|                                                                                                       |           |                   | Greenbriar at Cowards Creek Gravity Sewer Line                                   |           | 275,000           |
|                                                                                                       |           |                   | <b>TOTAL WASTEWATER PROJECTS</b>                                                 | <b>\$</b> | <b>63,071,417</b> |

So, while there is a significant amount of new debt that is projected as a part of the financing for this capital improvement plan, there are some grant funds that are coming in and ARPA funds that are being used for some of these projects, which helps with the costs.

Mr. Gray made the following comments on the following chart:

### PROJECTED CIP BOND ISSUANCES



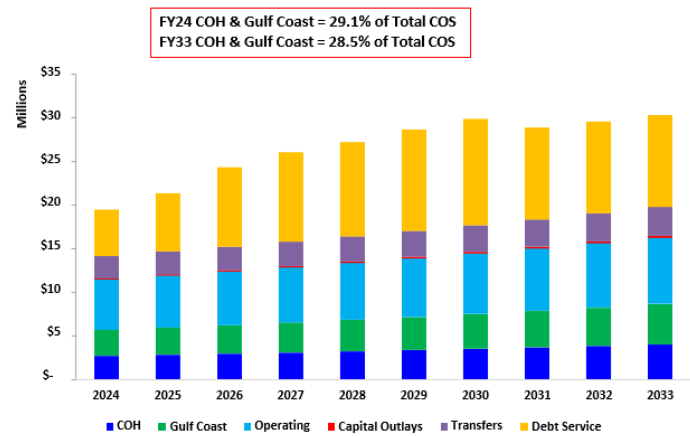
Mr. Gray stated that the total amount of new debt issuances over time varies each year depending upon the projects. Unfortunately, there's many of the City's projects and associated costs that are front-loaded in the first couple of years of the plan, which is going to have an immediate impact on the recommended rates. The chart shows that the City's total debt service payments between water and wastewater is projected to increase from \$5.3 million in the current year up to almost \$5 million within a ten-year period, so nearly doubling over that ten-year period for debt service as well.

**FORECAST DEBT SERVICE PAYMENTS**

| Year | Water        |           | Wastewater   |           | Total        |
|------|--------------|-----------|--------------|-----------|--------------|
|      | Current      | Forecast  | Current      | Forecast  |              |
| 2024 | \$ 4,163,100 | \$ -      | \$ 1,155,175 | \$ -      | \$ 5,318,275 |
| 2025 | 4,164,148    | 359,107   | 1,157,977    | 979,383   | 6,660,615    |
| 2026 | 4,219,104    | 1,338,490 | 1,153,846    | 2,350,519 | 9,061,959    |
| 2027 | 4,129,934    | 1,860,828 | 1,158,066    | 3,068,733 | 10,217,561   |
| 2028 | 4,133,254    | 2,121,997 | 1,158,971    | 3,362,548 | 10,776,770   |
| 2029 | 4,243,063    | 2,742,272 | 1,157,337    | 3,460,487 | 11,603,159   |
| 2030 | 4,246,702    | 3,052,410 | 1,156,598    | 3,721,656 | 12,177,366   |
| 2031 | 2,459,797    | 3,052,410 | 1,158,403    | 3,826,123 | 10,496,733   |
| 2032 | 2,461,407    | 3,052,410 | 1,156,493    | 3,826,123 | 10,496,433   |
| 2033 | 2,460,684    | 3,052,410 | 1,156,116    | 3,826,123 | 10,495,333   |

Below is the City's total cost of service breaks down:

**FORECAST WATER & WASTEWATER COST OF SERVICE**



Mr. Gray stated that as it relates to the proposed rate plan scenarios, he noted that they did not find anything within the City's existing structure that needed to be changed. He noted that the city has a good rate structure, a good separation between tiers that allows the customer to consider whether they are going to continue to use water every day or twice a day or whatever the case may be. Having the base plus the inverted block, again, is a very common structure within Texas that is backed up and supported within the customer classes.

Mr. Gray stated that the bottom line of this study is that over the next three years, because of the relatively significant debt issuances, they recommend that in order to cover all of the costs and to meet all financial metrics, the City will need about a 7% increase on water and about an 8% increase on wastewater in January of 2025, the same in January of 2026 and then that will begin to go down, particularly on the wastewater side in January of 2027.

Because cities sell their debt which can go up and down on any given year, they together a full 10-year plan, but recommend adopting the noted rates no further out than about three to four years, depending upon the fluidity within the community.

Mr. Kabiri added to the comments and noted that with recently installed automated meters do a better job of accurately depicting the amount of water usage, which is one of the biggest factors in the increase of billable gallons that were identified in the presentation. He further stated that if staff sees that the rates are coming in a lot higher, future rate increases can be delayed or postponed associated with it.

Mr. Gray identified the recommended rates for the three periods starting in January of 2025 2026 and 2027 as noted below:

## RATE PROPOSAL | WATER

|                                         |        | Current   | Forecast<br>Jan-25 | Forecast<br>Jan-26 | Forecast<br>Jan-27 |
|-----------------------------------------|--------|-----------|--------------------|--------------------|--------------------|
| <b>WATER</b>                            |        |           |                    |                    |                    |
| <b>Water Rates   Residential Inside</b> |        |           |                    |                    |                    |
| <u>Monthly Minimum Charge</u>           |        |           |                    |                    |                    |
| 3/4"                                    |        | \$ 23.55  | \$ 25.20           | \$ 26.95           | \$ 28.85           |
| 1"                                      |        | \$ 23.55  | \$ 25.20           | \$ 26.95           | \$ 28.85           |
| 1 1/2"                                  |        | \$ 92.09  | \$ 98.55           | \$ 105.45          | \$ 112.85          |
| 2"                                      |        | \$ 147.43 | \$ 157.75          | \$ 168.80          | \$ 180.60          |
| <u>Volume Rate Per 1,000 Gal</u>        |        |           |                    |                    |                    |
| 1                                       | 3,000  | -         | -                  | -                  | -                  |
| 3,001                                   | 10,000 | 3.21      | 3.45               | 3.70               | 3.95               |
| 10,001                                  | 25,000 | 4.01      | 4.30               | 4.60               | 4.90               |
| 25,001                                  | Above  | 6.02      | 6.45               | 6.90               | 7.40               |
| <b>Water Rates -- Commercial Inside</b> |        |           |                    |                    |                    |
| <u>Monthly Minimum Charge</u>           |        |           |                    |                    |                    |
| 3/4"                                    |        | 23.55     | 25.20              | 26.95              | 28.85              |
| 1"                                      |        | 23.55     | 25.20              | 26.95              | 28.85              |
| 1 1/2"                                  |        | 92.09     | 98.55              | 105.45             | 112.85             |
| 2"                                      |        | 147.43    | 157.75             | 168.80             | 180.60             |
| 3"                                      |        | 265.20    | 283.75             | 303.60             | 324.85             |
| 4"                                      |        | 433.43    | 463.75             | 496.20             | 530.95             |
| 6"                                      |        | 854.02    | 913.80             | 977.75             | 1,046.20           |
| 8"                                      |        | 1,358.72  | 1,453.85           | 1,555.60           | 1,664.50           |
| 10"                                     |        | 1,358.72  | 1,453.85           | 1,555.60           | 1,664.50           |
| 12"                                     |        | 1,358.72  | 1,453.85           | 1,555.60           | 1,664.50           |
| <u>Volume Rate Per 1,000 Gal</u>        |        |           |                    |                    |                    |
| 1                                       | Above  | 4.90      | 5.25               | 5.60               | 6.00               |

Mr. Gray went over the impact of the suggested rates on the bill. So today, a 20,000 gallon, using the middle of the tier selection, a 20,000-gallon bimonthly bill with 10,000 gallons of wastewater would be \$349.62 on a bimonthly basis. Mr. Gray noted that if the proposed plan was adopted, in January 2025, that same use would go up by \$27.08 or 7.7% combined for both water and wastewater. Again, that's a combination of 7% for water and 8% for the wastewater, and another \$28.00 in 2026 and \$21.00 in 2027, on a bimonthly basis.

## IMPACT OF RATE PLAN ON BI-MONTHLY CHARGES

|                                            |                | Current     | Forecast<br>Jan-25 | Forecast<br>Jan-26 | Forecast<br>Jan-27 |
|--------------------------------------------|----------------|-------------|--------------------|--------------------|--------------------|
| <b>Residential Monthly Charges -- 3/4"</b> |                |             |                    |                    |                    |
| 10,000 Water                               | 10,000 WW      | \$ 158.76   | \$ 171.10          | \$ 183.90          | \$ 193.30          |
|                                            | Increase -- \$ |             | 12.34              | 12.80              | 9.40               |
|                                            | Increase -- %  |             | 7.8%               | 7.5%               | 5.1%               |
| <b>20,000 Water</b>                        |                |             |                    |                    |                    |
|                                            | 10,000 WW      | 349.62      | 376.70             | 404.80             | 426.10             |
|                                            | Increase -- \$ |             | 27.08              | 28.10              | 21.30              |
|                                            | Increase -- %  |             | 7.7%               | 7.5%               | 5.3%               |
| <b>60,000 Water</b>                        |                |             |                    |                    |                    |
|                                            | 10,000 WW      | 879.74      | 946.90             | 1,016.60           | 1,073.20           |
|                                            | Increase -- \$ |             | 67.16              | 69.70              | 56.60              |
|                                            | Increase -- %  |             | 7.6%               | 7.4%               | 5.6%               |
| <b>Commercial Monthly Charges -- 2"</b>    |                |             |                    |                    |                    |
| 80,000 Water                               | 80,000 WW      | \$ 1,085.98 | \$ 1,147.90        | \$ 1,210.80        | \$ 1,277.00        |
|                                            | Increase -- \$ |             | 61.92              | 62.90              | 66.20              |
|                                            | Increase -- %  |             | 5.7%               | 5.5%               | 5.5%               |

Mr. Gray stated that one thing to pay attention to is not just the annual cash flow, but the total net revenues in any given year. Net revenues are essentially what is potentially leftover to pay for things like unforeseen expenses and significant weather issues, which goes up and down in any given year. Mr. Gray stated that they try not to use net revenues as too much of a limiting factor in this process as they understand that they fluctuate up and down year to year. Other metrics used in projections include cash flow and debt service, which should begin to fall off in 2031. The critical item to consider the City's debt service coverage ratio, which is something that rating agencies look at when a city is selling debt on the market, mainly does the city have at least a 1.25 debt service coverage ratio, and if not, they will be subject to higher interest rates. Therefore, the proposed rate plan is designed to keep the City's debt service coverage ratio at or above the 1.25 threshold in every year of the plan. Mr. Gray further noted that this ratio is the main limiting factor in the study because they tried to ensure that the city remains at that level as opposed to any annual cash flow needs, as well as making sure that the city remains in a position where it can get the lowest interest costs possible.

Mr. Gray summarized that the proposed plan (1) enables the City to fully fund all water and wastewater costs and CIP over next decade, (2) enables the Utility Fund to operate self-sufficiently with no need for subsidies from fund balance, and (3) enables the City to provide safe drinking water and effectively treat wastewater continually for forecast period. Mr. Gray thanked the staff for their support and collaboration with the rate study and noted that he would be back at a future meeting to have additional discussion.

Councilmember Griffon stated that automated water meters were installed, which from what he saw in the report have helped generate the escalation in the volume trend that should result in an increase in revenue. He noted that the City's water and sewer fund had \$7,730,000 over and above the 90-day reserve, so when can the City start giving some of that money back to the customer.

Mr. Gray stated that he understood his concerns; however, he noted that it was important to consider the other components that make up the rates, most importantly the debt service coverage ratio, which is based on the City's annual revenues that are used to support operations and how much of the debt service it can cover. He further noted that the monies above the 90-day reserve that are not otherwise assigned, can be used to essentially buy down the total amount of debt, so there are many different dials that have to be turned to try to identify the right balance to ensure that the city has the annual revenues to cover the debt service as well as its the operating expenses, as well as the balance that between keeping money in reserve versus paying that down for some of the capital projects.

Councilmember Griffon asked that Mr. Gray and his team look at the rates again, they look at the reserve and unassigned revenues above 90 days, for him to better understand what is being done about the rates.

Mayor Foreman thanked Mr. Gray for the report.

## **9. ZONE CLASSIFICATION CHANGE AT 4201 & 4209 FM 528 FROM PUD 2015-18 TO CSC/SUP**

- A. Conduct a public hearing regarding a zone classification change for 31.18 acres of land, located at 4201 and 4209 FM 528 Rd., known as Reserves B and D in the Final Plat of Clear Creek Community Church of Friendswood recorded in Harris County Real Property Records, RP-2020-230485, in Friendswood, Harris County, Texas, to change from Planned Unit Development (PUD) 2015-18 to Community Shopping Center (CSC) with a Specific Use Permit to allow NAICS Use #8131, Religious Organizations.**

At 6:48 P.M., Mayor Foreman called the public hearing to order regarding a request for a Zone Classification Change for 31.18 acres of land located at 4201 and 4209, FM 528 Road, known as Reserves B and D in the final flat of Clear Creek Community Church of Friendswood.

Community Development Department (CDD) Director Aubrey Harbin summarized the subject matter of this public hearing for Council. The property's original zoning was Single-Family Residential (SFR) and has been included in various Planned Unit Developments (PUD) over the years. With the change of the creation of the PUD for the City Center, this property has two tracks that are not part of that PUD anymore. As such, the PUD they were a part of is invalid now. Ms. Harbin explained this is a cleanup effort for Clear Creek Community Church. They began construction of their building in 2019 and was completed in 2022. Since then, they have made a few additions which she briefly listed for Council.

Ms. Harbin stated the Future Land Use Map identifies this property developing as retail. Religious organizations are allowed by a Special Use Permit (SUP) in that district, so it is in compliance with the land use map. The Planning and Zoning Commission meeting was held on May 9<sup>th</sup>. Following the public hearing, the Commission voted six to zero on a motion to approve the requested change.

At 6:50 P.M., with no one signed up to speak on this item, Mayor Foreman closed this public hearing.

**B. Consider an ordinance regarding a proposed zone classification change for 31.18 acres of land, located at 4201 and 4209 FM 528 Rd., known as Reserves B and D in the Final Plat of Clear Creek Community Church of Friendswood recorded in Harris County Real Property Records, RP-2020-230485, in Friendswood, Harris County, Texas, to change from Planned Unit Development (PUD) 2015-18 to Community Shopping Center (CSC) with a Specific Use Permit to allow NAICS Use #8131, Religious Organizations.**

A motion was made by Councilmember Erenwert and seconded by Councilmember Griffon, approving Ordinance No. 2024-16, as submitted. The vote was as follows:

Ayes: Mayor Mike Foreman, Councilmember John Ellisor, Councilmember Sally Branson, Councilmember Trish Hanks, Councilmember Robert J. Griffon, Councilmember Joe Matranga, and Councilmember Brent Erenwert

Nays: None

The item passed unanimously.

#### ORDINANCE NO. 2024-16

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF FRIENDSWOOD TO CHANGE THE CLASSIFICATION OF 31.18 ACRES OF LAND LOCATED AT 4201 AND 4209 FM 528 RD., KNOWN AS RESERVES B AND D IN THE FINAL PLAT OF CLEAR CREEK COMMUNITY CHURCH OF FRIENDSWOOD RECORDED IN HARRIS COUNTY REAL PROPERTY RECORDS, RP-2020-230485, HARRIS COUNTY, FRIENDSWOOD, TEXAS, TO CHANGE FROM PLANNED UNIT DEVELOPMENT (PUD) 2015-18 TO COMMUNITY SHOPPING CENTER (CSC); GRANTING A SPECIFIC USE PERMIT TO ALLOW NAICS USE #8131, "RELIGIOUS ORGANIZATIONS" FOR SUCH PROPERTY; PROVIDING A MAXIMUM PENALTY



OF TWO THOUSAND AND NO/100 DOLLARS (\$2,000.00); REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT OR IN CONFLICT HERewith; CONTAINING A SAVINGS CLAUSE; AND PROVIDING FOR THE PUBLICATION AND EFFECTIVE DATE.

At 6:51 P.M., Mayor Foreman recessed the meeting and later reconvened at 7:04 P.M.

## **10. TAX INCREMENT REINVESTMENT ZONE**

- A. Conduct a public hearing on the creation of a tax increment reinvestment zone and its benefits to the City and to the property in the proposed zone, being approximately 326 acres of land generally located along FM 528/W. Parkwood Avenue at the intersection of Friendswood Parkway, extending northwest to the city limits of Friendswood and southwest of Baker Road and also including three of the four corner tracts at the intersection of FM 528/W. Parkwood Avenue and Friendswood Parkway, wholly located within Galveston County and the corporate limits of the City of Friendswood, Texas.**

At 7:05 P.M., Mayor Foreman called the public hearing to order regarding the creation of a Tax Increment Reinvestment Zone (TIRZ) and its benefits to the City and to the property in the proposed zone.

City Manager Morad Kabiri summarized the subject matter of the public hearing for Council. He first defined a TIRZ as a tool that is given to municipalities through the Tax Code of the State of Texas, Chapter 311. It is an economic development tool used to promote development (or redevelopment) in a defined area determined to be predominantly open, undeveloped, and which substantially impairs or arrests the sound growth of the municipality due to obsolete planning, deterioration of structures, site improvements, or other factors thereof—which would not develop solely through private efforts.

A TIRZ obligates future revenues of a piece of property that are generated by the same tax rate that is applied to every piece of property within the city but limits the benefits only to those within the boundaries of the Zone. The City establishes a base tax revenue that is coming off the property as it sits today. Once the property is developed, an increment above that revenue is collected and would be set aside in a special fund to fund projects that are eligible through State law to allow for the development of this property.

Mr. Kabiri provided the following points regarding what a TIRZ can do:

- Fund needed public infrastructure to provide drainage and mobility relief to benefit the properties within the TIRZ and the adjacent communities;
- Build enhancements and/or amenities into infrastructure projects;
- Develop green space for improved quality of life;
- Encourage new quality private investment through public improvements; and
- Acquire property to implement project plans.

In addition, Mr. Kabiri provided the following points regarding what a TIRZ could not do:

- Permit or approve building and development plans;
- Exercise eminent domain;
- Maintain infrastructure; and
- Fund improvement projects that do not directly benefit the TIRZ.

Mr. Kabiri further clarified that a TIRZ is not a mechanism for avoiding public processes, community engagement, or local regulations. He noted that this is the City's second public hearing on this matter. It

is also not a regulatory agency. The TIRZ and its subsequent development authority are simply a board overseeing the financing components of the TIRZ itself. They are not there to determine the adequacy of development standards or development codes, but simply the financing associated with it.

Why is a TIRZ needed for this property? Mr. Kabiri explained the property is three hundred and twenty-six (326) acres that is roughly along FM 528 going towards Pearland. He noted this property has been looked at for development for a number of years. It is currently undeveloped and open. The City has had three (3) significant attempts for development, seven (7) in total, that have all failed. Mr. Kabiri listed those significant development attempts that failed due to lack of public access and regional infrastructure. The City has the capacity to serve this property with their regional water purification plant but does not have the infrastructure necessary to get those services to these properties. As such, the City has determined that the property is currently impaired and arrested for growth and development.

Mr. Kabiri noted that TIRZ No. 2 would bring retail and office uses to the City of Friendswood. One of the biggest office uses would be Castle Biosciences. The City also has large single-family homes being proposed. Those proposed homes are on half-acre lots that are estimated anywhere from a million and a half (\$1,500,000) to two million (\$2,000,000) dollars of value once completed.

What happens if a property owner within the TIRZ does not want to be within the TIRZ? Mr. Kabiri reiterated there is no impact on those property owners if they decide not to move forward with their project. The rubber meets the road when they do a development agreement with the City of Friendswood. The development agreement will outline what the responsibilities are of the developer as well as the responsibilities of the City through the TIRZ. If property owners do not want to participate in the TIRZ, they do not have to participate by simply not doing a development agreement.

Mr. Kabiri noted that several folks have mentioned that Friendswood Parkway has been voted down before, so why is the City even pursuing that? He proceeded to discuss the significant population growth of their neighboring cities. All that traffic is currently routed to FM 518 and through Sunset Drive. Regardless of what the City does in terms of limiting growth, they are going to be impacted negatively by the growth of their neighboring cities. Mr. Kabiri additionally shared that the City did a citywide traffic study with Brown and Gay Engineering. In discussing the specifics, he posed the question: "Do we [the City] prepare for that impact to our community, or do we look the other way and hope for the best?"

Friendswood Parkway has been called Brittany Bay Boulevard, Lake City Parkway, and Pearland Parkway. It has been on the books for over 35 years. It currently connects SH 146 at Clear Lake and travels all the way to Pearland Parkway at Beltway 8. However, two (2) segments are missing: Lake City Parkway and FM 528 to Dixie Farm Road (or FM 2351). Mr. Kabiri added that without the construction of Friendswood Pkwy, the intersections at FM 518 and Sunset Drive would have to become grade separation intersections in order to avoid congestion.

Lastly, Mr. Kabiri addressed that the project has garnered the most attention with the Estates at Wilderness Trails. The roadway, as it sits today, will not be moved any closer. In fact, it will be moved further away from the existing homes that front Wilderness Trails because of the right of way being dedicated. The ditch will go away and they would have ten (10) foot landscape buffers on either side of that roadway, a subsurface storm sewer line, and a sidewalk. Mr. Kabiri stated that the buffer and the enhanced transportation from a sidewalk standpoint vastly improves the current condition of what is out there.

With that, Mayor Foreman announced the following citizens had signed up to speak on the public hearing.

Mr. Chris Johnson provided handouts to Council to aid his expression of opposition for the creation of the TIRZ and Friendswood Parkway due to its proximity to his home. The handouts consisted of letters from developers that were told by the City that they would only entertain the TIRZ if they would build the road.

Ms. Blaire Johnson wished to speak on the underlying issues of the TIRZ, such as: the future development that does not comply with the Future Land Use Map, drainage, a parkway that should not pop up next to their homes, their area being considered “underdeveloped,” and Exxon’s deed restrictions.

Dr. Omkar Dave voiced his opposition to Friendswood Parkway and what he believed to be the illegal use of the TIRZ in this matter. The reasoning provided for the TIRZ that Mr. Dave countered was that their area was not blighted, open, and underdeveloped. The parkway would also be invasive to their homes.

Ms. Jennifer Garey expressed her opposition to the TIRZ and parkway. She requested Council to vote “no” as there was no reason for this to be completed before the road’s alignment study was completed.

Ms. Shawna Talton shared her story of building their forever home for their disabled child at Wilderness Trails. However, they would now be frontage to a major thoroughfare which she opposed.

Mr. Robert Talton voiced his opposition and recalled the bond proposal for Pearland Parkway which was voted down. With this issue arising again, Mr. Talton expressed that it seems their votes did not matter. He additionally suggested an alternate route for the parkway that would not affect any of their homes.

Ms. Kathy Rogers requested to speak in front of the Council to express her opposition to the parkway and TIRZ. She shared the sentiment that encouraging development for the sake of development is also not a good thing. Ms. Rogers encouraged Council to reconsider and look into more southern routes.

Mr. Matt Johnson, an attorney from the City of Houston, wished to support Friendswood residents in their opposition to the TIRZ and Friendswood Parkway.

Ms. Margaret Pickell stated her family’s lifestyle was in jeopardy by allowing the creation of the TIRZ to develop the parkway. She noted there was no town hall meeting for residents to discuss these issues with City leaders. Her concern was not for the properties being developed for drainage and transportation. Her concern was with the parkway and whether the City was only using the TIRZ to get it developed.

Mr. Frank Stokes, on behalf of Castle Biosciences, requested that Council approve the TIRZ as proposed so they can keep their business in the City of Friendswood.

Mr. Steven Shippy shared his findings with Council from researching into this matter as well as the questions he had that arose from his research. He noted that portions of the property were formerly used as an oil field which creates barriers to development. He also found the property’s deed restrictions and site assessment, which had requirements for development, that he did not see was being addressed.

Mr. Brady Burnett expressed his concern with the TIRZ as taxpayers would likely pay for the expansion of utilities. With the decision to grant the funds accumulated in the TIRZ that would be at the direction of a board, he would rather vote directly on how his taxpayer money is being used within the city.

Mr. Jerome Kareem and his engineer associate voiced their support for the TIRZ due to the deficiency in infrastructure to develop their land.

Mr. Louis Tannos, a developer, gave a few words over their intent to build a neighborhood, the utilities that were required to create it, and the TIRZ being a valuable instrument to the city for development.

At 8:22 P.M., with no one else desiring to speak, Mayor Foreman closed the public hearing.

**B. Consider an ordinance designating a contiguous geographic area, being approximately 326 acres of land generally located along FM 528/W. Parkwood Avenue at the intersection of Friendswood Parkway, extending northwest to the city limit of Friendswood and southwest of Baker Road and also including three of the four corner tracts at the intersection of FM 528/W. Parkwood Avenue and Friendswood Parkway, wholly located within Galveston County and the corporate limits of the City of Friendswood, Texas, as a reinvestment zone pursuant to Chapter 311 of the Texas Tax Code to be known as Reinvestment Zone Number Two, City of Friendswood (the "Zone"); describing the boundaries of the Zone, containing findings related to the Zone, creating a Board of Directors for the Zone; establishing a tax increment fund for the Zone; and providing for the effective date and termination date of the Zone.**

A motion was made by Mayor Foreman and seconded by Councilmember Branson to approve Ordinance No. 2024-17, related to 10.b., as submitted. However, the item was discussed prior to the vote.

Mayor Foreman commented why he was in favor of this item. The Tax Increment Reinvestment Zone (TIRZ) would create development out there where it would not develop. When he ran for mayor, he had said he was going to improve drainage, flooding, and mobility. Mayor Foreman expressed that the city needs this road, but they need the development first. The road will follow. They also need development to reduce the tax burden on all Friendswood residents. He was in favor of this TIRZ because they need to help residents be able to get around and keep their tax rates as low as they can.

The Mayor then addressed that it was mentioned voters voted this road down. He clarified that on that ballot was a question: should the City borrow money to pay for this road? The residents said, no, they would rather have the City borrow money to fix drainage and other things. Thus, yes, they voted down a bond for this road. However, there are other ways to pay for this road. Mayor Foreman relayed developing and using this TIRZ to support the infrastructure that the City needs is the best way to do it.

Councilmember Branson reiterated this was thirty-five (35) years in the making. She appreciated that it is going to be a boulevard with sidewalks, it would have a residential component, and would not be a freeway. She noted traffic, as the Mayor said, has continued to be a problem and it is only going to get worse. As City Manager Morad Kabiri pointed out in the previous item, League City and Pearland's population took off. They exploded with growth and Friendswood was caught right in the middle. Councilmember Branson related this issue to people first opposing paying for Stevenson Park. Now, fifty years later, what would their community be without Stevenson Park? She expressed that sometimes Council has to make unpopular decisions. With that, she stated that she would be supporting this.

Councilmember Erenwert noted there were around fifteen (15) people that spoke against this with only developers speaking for it. He understood the need for the parkway; however, the timing and method were problematic for him. He commented that he was still learning about what a TIRZ mechanism is and believed there needed to be a longer segment to educate the public on what is being done. Councilmember Erenwert stated that he did not see a lot of financial gain for commercial on this project. He further shared that he grew up in Bel-Air and they had a similar situation in the seventies where they overbuilt against the will of the people. As such, he would be voting "no" on this item.

Councilmember Ellisor had questions on this item and wanted more time to review the information.

A motion was made by Councilmember Ellisor and seconded by Councilmember Erenwert to postpone Item 10.B. However, discussion ensued prior to the vote. The Council discussed the presented motions on the table, and it was clarified that this motion was made with the intent to postpone Item 10.B. indefinitely.

City Manager Morad Kabiri clarified that Council would be approving the financing mechanism to create a TIRZ. At some point in the future, they will be presented with a development agreement that will outline the responsibilities of the developer as well as the responsibilities of the City. At that time, Council can suggest and influence the alignment of the roadway. In order for the City to move any of the infrastructure forward, they would have to have a partner that is economically viable for them. Mr. Kabiri reiterated that there is no project proposal that will work if they do not have a willing private investor. What Staff is proposing is no City of Friendswood tax dollars, they are talking about the value added by these projects.

Upon further questioning, Mr. Kabiri reiterated that until a development agreement is executed, there will be no movement on the TIRZ. The TIRZ just establishes the zone and freezes the revenue coming off of it. Without development on those property, there would be no increment created. Without a development agreement, they are not obligating any future funds of the City towards any project.

Councilmember Hanks commented she had no problem with the TIRZ; however, she had reservations about the road and the Castlewood Drive opening. Nonetheless, she expressed that she liked the emergency gates. She agreed that the road is inevitable and believed they needed to find the best place for it. Councilmember Hanks understood that they would approve the TIRZ tonight and not commit to Mr. Kabiri relayed that was correct. Councilmember Branson also understood that the approval of the TIRZ is only a finance mechanism. It is not determining where the road is. Mr. Kabiri confirmed that was correct.

Councilmember Griffon expressed that he does not want to lock himself in on a TIRZ with a conceptual Planning and Zoning Commission plan that has been adopted without the ability to influence a future location of that road. Mr. Kabiri noted he could make that a part of his motion to create the TIRZ subject to the development agreement hashing out the location of the roadway in the future.

The vote for Councilmember Ellisor's motion to postpone Item 10.B. indefinitely was as follows:

Ayes: Councilmember John Ellisor and Councilmember Brent Erenwert.

Nays: Mayor Mike Foreman, Councilmember Sally Branson, Councilmember Trish Hanks, Councilmember Robert J. Griffon, and Mayor Pro Tem Joe Matranga.

The motion failed.

A motion was made by Councilmember Griffon and seconded by Councilmember Branson to amend the original motion on the table to approve Item 10.B., subject to the negotiation of the development agreement which would include the alignment of Friendswood Parkway. However, discussion ensued prior to the vote.

Mayor Pro Tem Matranga took a moment to thank everybody there that night. He shared that he has become convinced that they absolutely need a parallel route to FM 518 within Friendswood. He has also been convinced that they need to make improvements to their water and sewer systems on the south side of Friendswood, which is included in this TIRZ as well as the Friendswood Parkway. However, one major



problem for him has continued to be the route. He shared over his meetings with the developer and City Staff which convinced him that this is the only viable option. Therefore, he would support the TIRZ.

The vote for the amendment of the motion on the table was as follows:

Ayes: Mayor Mike Foreman, Councilmember Sally Branson, Councilmember Trish Hanks, Councilmember Robert J. Griffon, and Mayor Pro Tem Joe Matranga.

Nays: Councilmember John Ellisor and Councilmember Brent Erenwert.

The item passed.

Mayor Foreman called for the vote on the original motion to approve Ordinance No. 2024-17, related to Item 10.B., as amended. The vote was the following:

Ayes: Mayor Mike Foreman, Councilmember Sally Branson, Councilmember Trish Hanks, Councilmember Robert J. Griffon, and Mayor Pro Tem Joe Matranga.

Nays: Councilmember John Ellisor and Councilmember Brent Erenwert.

The item passed.

## ORDINANCE NO. 2024-17

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, DESIGNATING A CONTIGUOUS GEOGRAPHIC AREA WITHIN THE CITY GENERALLY LOCATED ALONG FM 528/W. PARKWOOD AVENUE AT THE INTERSECTION OF FRIENDSWOOD PARKWAY, EXTENDING NORTHWEST TO THE CITY LIMITS AND SOUTHWEST OF BAKER ROAD AND ALSO INCLUDING THREE OF THE FOUR CORNER TRACTS AT THE INTERSECTION OF FM 528/W. PARKWOOD AVENUE AND FRIENDSWOOD PARKWAY AS A REINVESTMENT ZONE PURSUANT TO CHAPTER 311 OF THE TEXAS TAX CODE, TO BE KNOWN AS REINVESTMENT ZONE NUMBER TWO, CITY OF FRIENDSWOOD; DESCRIBING THE BOUNDARIES OF THE ZONE; CREATING A BOARD OF DIRECTORS FOR THE ZONE; ESTABLISHING A TAX INCREMENT FUND FOR THE ZONE; CONTAINING FINDINGS RELATED TO THE DESIGNATION OF THE ZONE; PROVIDING A DATE FOR THE TERMINATION OF THE ZONE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

## 11. CITY MANAGER'S REPORT

### A. Present an update regarding the City's Fourth of July celebration.

City Manager Morad Kabiri opened his report by stating that we are getting into the summer months and our Parks Department is busy as ever. Our big celebration is coming up, the 4th of July here in about a month. We will kick off festivities with a grand parade down Friendswood Drive in Friendswood. Don't plan on traveling down Friendswood Drive at 10:00 a.m. on July 4th. It will be shut off. We will follow up the parade with a daytime program at Stevenson Park. Thank you for that bit of history, Councilmember

Branson. And then after the daytime program, we'll take a short break and get prepared for the evening festivities at Centennial Park, which will include some introductory comments from Councilmembers, pre-recorded comments, a show by the Spasmatics, which are very popular, and fireworks display around 9, 10-ish.

**B. Present an update regarding Small Business Week help April 28-May 4, 2024.**

City Manager Kabiri thanked our CEDC members, the Friendswood Rotary, Friends of Downtown, Friendswood Association, the Chamber of Commerce, Galveston County Small Business Development Center, and as well our council liaison, Councilmember Branson. Small Business Week was the last week in April, and there were a number of activities throughout town that afforded folks the opportunity to engage experts in the community, learn about local businesses and opportunities that exist out there, and basically support these businesses that are the backbone of our community so thank you all for your efforts. I already hear you're talking about next year's planning.

**C. Recognize the Waste Connections of Texas 2024 Scholarship Recipients**

City Manager Kabiri noted that as they do every year, they have highlighted three students at Friendswood High School, Clearbrook, and Clear Springs to receive a scholarship from Waste Connections to further their education after they leave Friendswood. In Friendswood High School, Julia Houding will pursue a psychology degree at the University of North Texas. Claudia Palacios will pursue an engineering degree at Texas A&M University. And Anna Trunowski will pursue Human Development and Family Science at Texas Tech University. Unfortunately, none of them wanted to go to the best school ever, University of Houston, but I'm sorry. Go, Cougs.

**D. Present an update regarding the Friendswood Public Library Summer Reading Programs.**

We are in the summer months, and we are kicking off the summer reading challenge. It is for all ages, so adults are welcome and encouraged to participate. It will run from June 1st to August 10th. You register on the Beanstack through the library's website, and that's a program in the library. You can claim prizes throughout the summer as you complete certain milestones in your reading. I always encourage folks to read at least two or three books throughout the summer.

**E. Present an update regarding the City's receipt of Texas General Land Office Mitigation Grant.**

City Manager Kabiri reiterated that it was mentioned earlier tonight, the City of Friendswood had received a \$4.63 million allocation through the CDBG Mitigation Grant Program. It's a U.S. Housing and Urban Development Program. It is going to make some improvements in the Annalea Subdivision so Virginia Lane and Ella Court will be improved. The roadway will be totally reconstructed. Water lines will be replaced and storm sewer lines will be upgraded. And then in Sun Meadow, there is a half-million-gallon ground storage tank, a water plant for that will be replaced. It's desperately in need of replacement.

**12. BUSINESS ITEMS**

**A. Consider authorizing the City Manager to negotiate and execute a contract with the Gulf Coast Authority for the Blackhawk Regional Waste Water Treatment Facility Aeration Improvements Project.**

A motion was made by Councilmember Erenwert and seconded by Councilmember Griffon to negotiate and execute a contract with the Gulf Coast Authority for Blackhawk Regional Waste Water Treatment Facility Aeration Improvements Project, related to Item 12.A. The vote was as follows:

Ayes: Mayor Mike Foreman, Councilmember John Ellisor, Councilmember Sally Branson, Councilmember Trish Hanks, Councilmember Robert J. Griffon, Mayor Pro Tem Joe Matranga, and Councilmember Brent Erenwert

Nays: None

The item passed unanimously.

### **13. PROPOSED RESOLUTIONS & ORDINANCES**

#### **A. Consider an ordinance amending the City's General Budget for Fiscal Year 2023-2024 by approving "Budget Amendment VII" and providing for supplemental appropriation and/or transfer of certain funds.**

A motion was made by Councilmember Hanks and seconded by Councilmember Erenwert to approve Ordinance No. 2024-18, as submitted. The vote was as follows:

Ayes: Mayor Mike Foreman, Councilmember John Ellisor, Councilmember Sally Branson, Councilmember Trish Hanks, Councilmember Robert J. Griffon, Mayor Pro Tem Joe Matranga, and Councilmember Brent Erenwert

Nays: None

The item passed unanimously.

#### **ORDINANCE NO. 2024-18**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, AMENDING ORDINANCE NO. 2023-20, PASSED AND APPROVED AUGUST 28, 2023, THE SAME BEING AN ORDINANCE APPROVING AND ADOPTING THE CITY'S GENERAL BUDGET FOR FISCAL YEAR 2023-24, BY APPROVING "BUDGET AMENDMENT VII" THERETO; PROVIDING FOR SUPPLEMENTAL APPROPRIATION AND/OR TRANSFER OF CERTAIN FUNDS; PROVIDING FOR SEVERABILITY; PROVIDING OTHER MATTERS RELATED TO THE SUBJECT; AND PROVIDING FOR THE EFFECTIVE DATE.

### **14. CONSENT AGENDA**

A motion was made by Councilmember Branson and seconded by Councilmember Matranga to approve the Consent Agenda Items 14.A. through 14.S. The vote was the following:

Ayes: Mayor Mike Foreman, Councilmember John Ellisor, Councilmember Sally Branson, Councilmember Trish Hanks, Councilmember Robert J. Griffon, Mayor Pro Tem Joe Matranga, and Councilmember Brent Erenwert

Nays: None

The item passed unanimously.

- A. Consider a resolution denying the proposed increases to the electric transmission and distribution rates and charges of CenterPoint Energy Houston Electric LLC, and finding that reasonable rate case expenses be reimbursed.**

RESOLUTION NO. R2024-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, DENYING CENTERPOINT ENERGY HOUSTON ELECTRIC, LLC'S REQUESTED INCREASE TO ITS ELECTRIC TRANSMISSION AND DISTRIBUTION RATES AND CHARGES WITHIN THE CITY; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL FOR THE GULF COAST COALITION OF CITIES; AND PROVIDING FOR AN EFFECTIVE DATE.

- B. Consider authorizing a Memorandum of Understanding with the City of League City concerning the Grissom Road/Bay Area Boulevard CIP Partnership.**

This item authorized a Memorandum of Understanding with the City of League City concerning the Grissom Road/Bay Area Boulevard CIP Partnership. The intersection of Grissom Road and Bay Area Boulevard (the "Intersection") lies within Harris County along the common boundary of the City of Friendswood and the City of League City. Due to the elevated number of vehicular collisions at the Intersection, a traffic signal warrant analysis was performed, which analysis indicated the need for a signal at the Intersection. The estimated cost to signalize the Intersection and to provide protected left turns at the Intersection (the "Project") is \$500,000. The City of Friendswood submitted a CIP Partnership Request Form to Harris County Precinct 2 for the Project, which requested funding from Harris County in the amount of \$250,000. The remaining \$250,000 is to be divided equally between the City of Friendswood and the City of League City. This proposed Memorandum of Understanding (the "MOU") memorializes the \$125,000 commitment of both cities for the Project.

- C. Consider approving a contract extension with Emergicon, LLC, to extend the term of the Agreement for Specialized Professional Ambulance Billing Services for the first one-year extension period.**

This item authorized a Contract Extension with Emergicon, LLC ("Emergicon") to extend the term of the Agreement for Specialized Professional Ambulance Billing Services (the "Agreement") for the first one-year extension period.

This Agreement was entered into on July 20, 2021, for the billing and account receivable management services of the City's ambulance and emergency medical services. The Agreement's initial three-year term is set to expire on July 19, 2024. The Agreement may be extended by the parties for two additional one-year periods. The parties desire to extend the Agreement for the first one-year extension.

- D. Consider approving a Property Sales Agreement with Takoordeen Adhar for the purchase of 1303 Deepwood Dr., Friendswood, Galveston County, Texas.**

The Property Sales Agreement (the "Agreement") that the City signed with Takoordeen Adhar for the purchase of property located at 1303 Deepwood Dr., Friendswood, Galveston County, Texas, is contingent upon the City Council's approval of the agreement at this June 3rd meeting. Under the Agreement, the City agrees to purchase the property for a sales price of \$35,000. The Agreement calls for a closing date 45 days after it is filed with the title company. The property is flood-prone property and will be used for open land for drainage, greenspace and/or recreational purposes.

**E. Consider authorizing a Professional Services Agreement with Kimley-Horn and Associates, Inc., for the Lift Station No. 30 Rehabilitation Flow Monitoring Analysis and Preliminary Design Project.**

The City's Lift Station No. 30 may need to be expanded and upsized from its current capacity of approximately 650 gpm to approximately 1,150 mpg in order to accommodate future projected peak flows. Under this agreement, Kimley-Horn and Associates, Inc. ("KHA") will complete a flow monitoring analysis and calculate a revised projected peak flow to determine if the current wet well has sufficient capacity per Texas Commission on Environmental Quality (TCEQ) and City of Friendswood design criteria. Additionally, KHA will perform preliminary design phase services and prepare a Preliminary Engineering Report ("PER") to document the flow monitoring analysis, existing and projected peak flows, lift station design calculations, and required site modifications. KHA's services include structural and electrical analysis of the existing lift station equipment. Final design, bid, and construction phase services are not included in this agreement.

Pursuant to the proposed Agreement, KHA will perform the analysis and preliminary engineering phase services for a lump sum cost of \$88,000 within the following time frame:

Task 1: Flow Monitoring Data Collection..... 60 calendar days of NTP  
Task 2: Preliminary Design (Draft PER) ..... 45 days after Task 1  
Task 3: Preliminary Design (Final PER) ..... 14 days after receipt of City comments

The expansion and upsizing of this lift station was included in the *2023 Water and Wastewater Impact Fee Update*.

**F. Consider authorizing an agreement with the Friends of Downtown Friendswood Inc., for the Hometown Heroes Project.**

The Friends of Downtown Friendswood Inc (the "Friends") presented its Heroes of Friendswood Banner Program to the City Council earlier this year, which program is designed to recognize the great sacrifices our military members make in serving our country. This agreement authorizes the use of certain poles in the Downtown District to display banners to recognize, honor servicemen and women from the City of Friendswood. Under the Agreement, the City is responsible for the erection and removal of the banners and the Friends is responsible for administering the program and storing the banners when not in use. The term of the agreement is for two years, which term will be automatically extended for three (3) additional one-year periods unless either party terminates the agreement or provides notice of its cancellation.

**G. Consider a resolution amending Chapter 7 "Benefits" of the City of Friendswood Personnel Policy Manual to add a new section entitled "Fitness Incentive Leave" to promote employee**



**health and wellness and to encourage employees to participate in designated physical fitness activities.**

**RESOLUTION NO. R2024-19**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD, TEXAS, AMENDING CHAPTER 7 "BENEFITS" OF THE CITY OF FRIENDSWOOD'S PERSONNEL POLICY MANUAL TO ADD A NEW SECTION TO BE ENTITLED AND NUMBERED SECTION 7.07 "FITNESS INCENTIVE LEAVE"; DIRECTING THE CITY MANAGER TO ADOPT AN ADMINISTRATIVE RULE CONSISTENT THEREWITH; RENUMBERING THE REMAINING SECTIONS OF SUCH CHAPTER; INCLUDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

- H. Consider appointing (i) Rebecca Hillenburg, (ii) Ron Cox, (iii) Chris Richardson and (iv) Scott MacKenzie to the Friendswood Downtown Economic Development Corporation for a two-year term beginning July 1, 2024, and ending on June 30, 2026.**
- I. Consider reappointing (i) Willie Anderson and (ii) Richard Sasson to the Planning and Zoning Commission for a two-year term beginning July 1, 2024, and expiring on June 30, 2026.**
- J. Consider reappointing (i) Glen Grayban, (ii) Jason Byers and (iii) Michael Fernandez as regular members to the Zoning Board of Adjustment and Appeals for a two-year term beginning July 1, 2024, and expiring June 30, 2026.**
- K. Consider reappointing (i) Cindy Deaton, (ii) Cody Owen (iii) Billy Mendoza, (iv) Les French, (v) Randy Weisinger (vi) Thomas Hinckley to the Construction Board and Adjustment and Appeals for another two-year term beginning July 1, 2024, and expiring on June 30, 2026.**
- L. Consider reappointing (i) Brett Stephen and (ii) Sharon Tait to the Friendswood Public Library Advisory Board for another three-year term beginning July 1, 2024, and ending June 30, 2027.**
- M. Consider reappointing (i) Judy Wiggins, (ii) Blaise Guzzetta, and (iii) Andrea Trabanino to the Community & Economic Development Committee for a three-year term beginning July 1, 2024, and ending on June 30, 2027.**
- N. Consider appointing Dr. Donna Coleman to the Animal Shelter Advisory Committee for a three-year term beginning on July 1, 2024, and ending on June 30, 2027.**
- O. Consider reappointing Judge James Woltz as the Municipal Court Judge for the City of Friendswood for a two-year term, beginning July 1, 2024.**
- P. Consider reappointing Judge Robert J. Barfield and Judge Kathleen M. McCumber as Associate Municipal Court Judges for the City of Friendswood for a two-year term, beginning July 1, 2024.**
- Q. Consider approving the ad valorem tax report for April 2024.**
- R. Consider approving the minutes of the City Council Regular Meeting held on May 6, 2024.**

**S. Consider approving the minutes of the City Council Special Meeting held on May 14, 2024.**

**15. ADJOURNMENT**

With there being no further business, Mayor Foreman adjourned the June 3, 2024, City Council Regular Meeting at 9:01 P.M.

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Mike Foreman, Mayor

Attest:

---

Leticia Brysch, City Secretary

**FRIENDSWOOD CITY COUNCIL  
AGENDA ITEM FORM**

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/07/2024

Prepared by: Leticia Brysch, Assistant City Manager/City Secretary

Subject: Consider approving the minutes of the City Council Special Meeting held on June 22, 2024.

Originating Department: City Secretary

Degree of importance:

**SUMMARY / ORIGINATING CAUSE**

This item allows the City Council to review and approve the minutes of the City Council Special Meeting minutes held on June 22, 2024. A draft copy of the minutes are attached.

**IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY**

**RECOMMENDATIONS**

Staff recommends approval.

**ATTACHMENTS**

- 1. 2024 06 22 CC SP Meeting

**MINUTES OF THE SPECIAL MEETING OF THE  
CITY COUNCIL OF THE CITY OF FRIENDSWOOD  
JUNE 22, 2024**

THE CITY COUNCIL OF THE CITY OF FRIENDSWOOD MET IN A SPECIAL MEETING ON SATURDAY, JUNE 22, 2024, IN THE PUBLIC WORKS CONFERENCE ROOM, LOCATED IN THE BLACKHAWK FACILITY, 15355 BLACKHAWK BOULEVARD, FRIENDSWOOD, TEXAS, WITH THE FOLLOWING MEMBERS PRESENT CONSTITUTING A QUORUM:

|                   |                       |
|-------------------|-----------------------|
| John Ellisor      | Councilmember         |
| Sally Branson     | Councilmember         |
| Trish Hanks       | Councilmember         |
| Robert J. Griffon | Councilmember         |
| Joe Matranga      | Mayor Pro Tem         |
| <br>              |                       |
| Mike Foreman      | Mayor                 |
| <br>              |                       |
| Morad Kabiri      | City Manager          |
| Karen Horner      | City Attorney         |
| Raquel Martinez   | Deputy City Secretary |

**1. CALL TO ORDER**

Mayor Foreman called the meeting to order with a quorum present at 8:00 A.M. All members were present with the exception of the absence of Councilmember Brent Erenwert.

**2. INVOCATION**

The invocation was led by Councilmember John Ellisor.

**3. PLEDGE OF ALLEGIANCE**

Mayor Foreman led the Pledge of Allegiance of the United States and to the State of Texas.

**4. PUBLIC COMMENT**

Mayor Foreman announced no member of the public had signed up to speak for a public comment.

**5. DISCUSSIONS**

**A. Receive and discuss current and future City operations, plans, budgets, and goals for the City of Friendswood.**

The item was opened with Mayor Foreman discussing over the City Council Liaison List for FY 2024-2025, which was presented as follows:

| COUNCILMEMBER                                         | COMMITTEE                                        |
|-------------------------------------------------------|--------------------------------------------------|
| Robert Griffon (Primary)<br>Trish Hanks (Alternate)   | Clear Creek Watershed Steering Committee         |
| Sally Branson (Primary)<br>Brent Erenwert (Alternate) | Community & Economic Development Committee       |
| Brent Erenwert (Primary)<br>John Ellisor (Alternate)  | 4 <sup>th</sup> of July Steering Committee       |
| Robert Griffon (Primary)<br>Trish Hanks (Alternate)   | Galveston County Consolidated Drainage District  |
| All City Council Members                              | Galveston County Mayors' & Councils' Association |
| Mike Foreman (Primary)<br>John Ellisor (Alternate)    | Gulf Coast Authority                             |
| Sally Branson (Primary)<br>Mike Foreman (Alternate)   | H-GAC                                            |
| All City Council Members                              | Harris County Mayors' & Councils' Association    |
| Trish Hanks (Primary)<br>Brent Erenwert (Alternate)   | Keep Friendswood Beautiful                       |
| John Ellisor (Primary)<br>Sally Branson (Alternate)   | Library Board                                    |
| Trish Hanks (Primary)<br>Joe Matranga (Alternate)     | Planning & Zoning Commission                     |
| Robert Griffon (Primary)<br>Mike Foreman (Alternate)  | Senior Citizens Advisory Committee               |
| John Ellisor (Primary)<br>Joe Matranga (Alternate)    | Zoning Board of Adjustment & Appeals             |

City Manager Morad Kabiri noted there were two (2) big topics they were going to discuss today: 1) their strategic plan and visioning, and 2) the budget. Mr. Kabiri noted the last time the City of Friendswood looked at their visioning comprehensively was in 1998. Their mission statement was presented as follows:

*"It is the mission of the Council and Staff of the City of Friendswood to provide the highest level of service to our citizens at the greatest value."*

At that time, the City Council had also adopted the following philosophy:

- To act in the best interest of the citizens;
- To consistently demonstrate respect to Staff;
- To invest our resources effectively for the future of Friendswood; and
- To handle disagreements/conflicts in a respectful manner.

Mr. Kabiri then identified the current challenges their organization was facing as follows:

- Organizational culture
- Generational culture
- Employee retention
- Inflation
- Community Expectations
- Generational Equity
- Future Citizen Concerns
- Aging Infrastructure
- Sustainability
- Operational Solvency
- Developed Environment



With that stated, Mr. Kabiri established their goals for the meeting as follows:

- Identify Council's Vision for Friendswood;
- Develop their Mission as an Organization; and
- Unify Council's Vision to the Organization's Mission.

To develop their vision, Mr. Kabiri engaged each Councilmember to discuss their individual priorities for the City of Friendswood. Each Councilmember provided their priorities as follows:

**Mayor Foreman**

- Drainage and flooding
- Mobility
- Diversification of Tax Base
- Maintain Small Town Feel

**Councilmember Branson**

- Drainage and Flooding
- Mobility
- Diversification of Tax Base
- Public Safety
- Maintain Great Level of Service and Invest in Personnel

**Councilmember Griffon**

- No New Revenue Rate Budgeting as a Starting Point
- Maintain Great Level of Service and Invest in Personnel
- Emergency Preparedness
- Mobility (to include Friendswood Pkwy and Greenbriar Drive)

**Councilmember Hanks**

- Manage Growth
- Good Stewards of Taxpayer Dollars
- Mobility

- Maintain Great Level of Service/Quality of Life
- Good Relationship with Friendswood Schools
- Diversification of Tax Base
- Address Deferred Maintenance
- Downtown
- Friendswood Parkway

**Mayor Pro Tem Matranga**

- Public Safety
- Education
- Good Stewards of Taxpayer Dollars
- Transparency/Communication
- Mobility
- Drainage and Flooding
- Maintain Small Town Feel

**Councilmember Ellisor**

- Infrastructure
- Mobility
- Drainage and Flooding
- Public Safety
- Emergency Preparedness
- Transparency

**Councilmember Erenwert**

- [Absent]

Based on this feedback, Mr. Kabiri summarized that Council wants to foster an environment that invests in safety, infrastructure (mobility and drainage), quality of life, and transparency while being good stewards of taxpayer dollars. He relayed that he would also visit with the absent Councilmember Erenwert to have this same discussion with him on his priorities. Subject to that discussion, Mr. Kabiri would come up with a vision statement for the City of Friendswood and later present that to Council.

Councilmember Matranga gave additional requests that he wished to also discuss with Staff and Council. He discussed the benefit it would be to have City Staff live in Friendswood. Councilmember Hanks concurred with this idea. Mayor Foreman suggested evaluating an incentive for City employees to be able to live in Friendswood. In addition, the Councilmembers requested dollars to be allocated to boost communication with citizens. Along that same note, Councilmember Griffon requested to improve the communication between Council and the Planning and Zoning Commission. Councilmember Matranga

also wondered if their community wanted more Flock/License Plate Cameras and, if so, to work with homeowner associations (HOAs) to offset the costs.

Councilmember Matranga then wished to discuss matters concerning the procedures of their City Council meetings. City Attorney Karen Horner presented and discussed with Council possible revisions to their Rules of Procedure. The revisions up for Council's consideration were to better align their rules with the City Charter and to further streamline their City Council meetings.

Moreover, Councilmember Matranga requested and inquired if there was a way to better drain Stevenson Park. Councilmember Hanks requested that the erosion of Lake Friendswood be addressed. She also wished to establish a "Friends of the Park" program for each park in Friendswood.

At 9:37 A.M., Mayor Foreman recessed the meeting for a short break and later reconvened at 9:54 A.M.

Director of Finance Rhonda Blokas provided Council with a presentation on the City of Friendswood FY2024-2025 Budget. Ms. Blokas identified and discussed over their key budget drivers as follows:

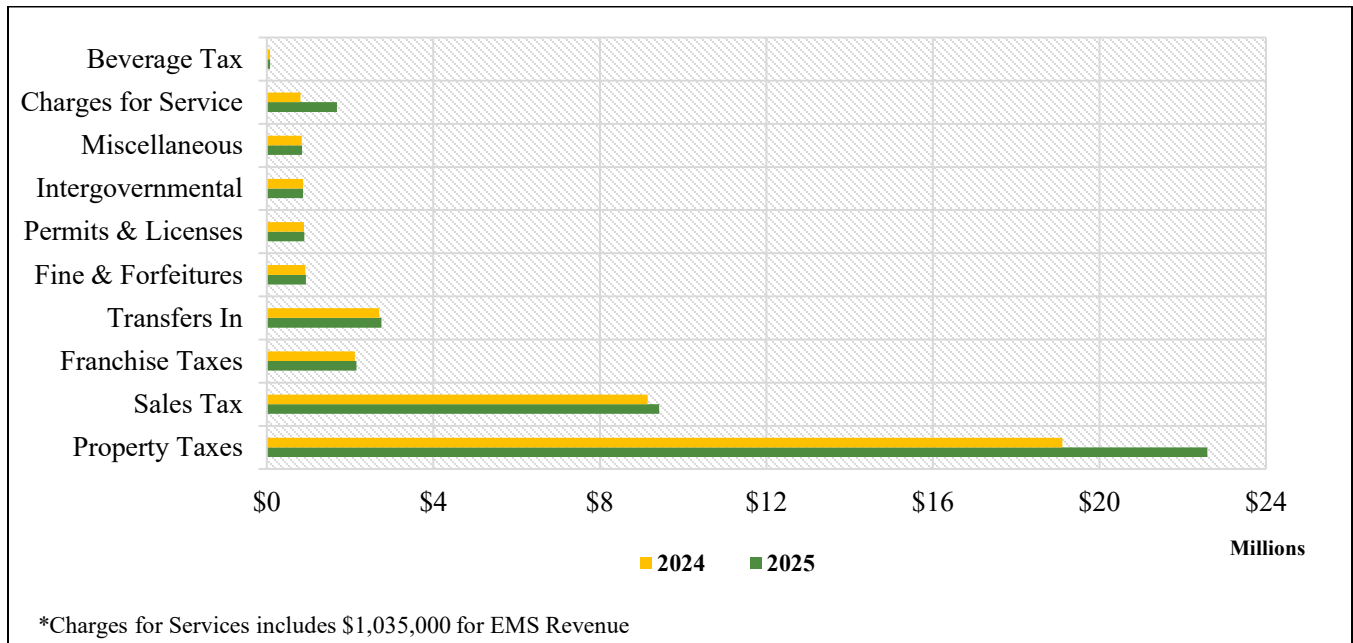
|                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>INSURANCE COSTS</b><br><b>5% Increase</b> <ul style="list-style-type: none"> <li>• Windstorm</li> <li>• Vehicle Insurance</li> <li>• Real and Personal Property</li> </ul>                                                                      | <b>DEFERRED MAINTENANCE</b><br>\$500,000                                                                                                                                                                                                                                                                                             | <b>FVFD CONTRACT</b><br><b>FY25 Increase - \$64,125</b> <ul style="list-style-type: none"> <li>• Inflation Adjustment</li> <li>• Stipend</li> <li>• Equipment Costs</li> </ul>               |
| <b>OPERATIONAL COSTS</b><br><b>5% Increase</b> <ul style="list-style-type: none"> <li>• Supplies</li> <li>• Services</li> </ul>                                                                                                                    | <b>GRANT ADVANCE FUNDING</b><br>Not included in the tax rate                                                                                                                                                                                                                                                                         | <b>BOND PROJECT IMPACTS</b><br><b>Increase Operating Budget</b><br>Overhead \$44K <ul style="list-style-type: none"> <li>• Utilities</li> <li>• Janitorial</li> <li>• Maintenance</li> </ul> |
| <b>PERSONNEL COSTS</b><br><b>4% - 5% Increase</b><br>Includes: Wages, Taxes, Benefits, and Overtime <ul style="list-style-type: none"> <li>• Merit Increase</li> <li>• Salary Survey Adjustments</li> <li>• Health and Dental Insurance</li> </ul> | <b>EMS ONBOARDING</b><br><b>FY25 Expenses - \$2,953,095</b> <ul style="list-style-type: none"> <li>• Personnel</li> <li>• Operational Costs</li> <li>• Facilities Maintenance</li> <li>• Information Tech Costs</li> <li>• TESRS Obligations</li> </ul> <b>Less Revenue/Savings - \$2,305,821</b><br><b>Net addition - \$647,274</b> | <b>GRANT PROJECT IMPACTS</b><br><b>Increase Operating Budget</b><br>Bid Publications \$27K                                                                                                   |

In addition, Ms. Boskas presented the following chart regarding the City's ageing infrastructure:

| WATER & SEWER<br>AGING INFRASTRUCTURE PROJECTS |         |
|------------------------------------------------|---------|
| FY25 Project Costs                             | \$29.9M |
| FY26 Project Costs                             | \$26.9M |
| FY27 Project Costs                             | \$14.6M |
| FY28 Project Costs                             | \$12.5M |
| FY29 Project Costs                             | \$5.5M  |

Ms. Boskas noted this list did not include grant funded projects. For FY2025, the City of Friendswood's Engineering Department has been encumbered for projects without a funding source for construction. The estimated costs of these unfunded projects totaled nineteen point two million dollars (\$19.2 M). The Councilmembers requested a list of those unfunded projects.

With regard to the General Fund, Ms. Boskas relayed their revenues were at forty-two point two million dollars (\$42.2 M). She displayed the following graph for Council to further illustrate their revenues:

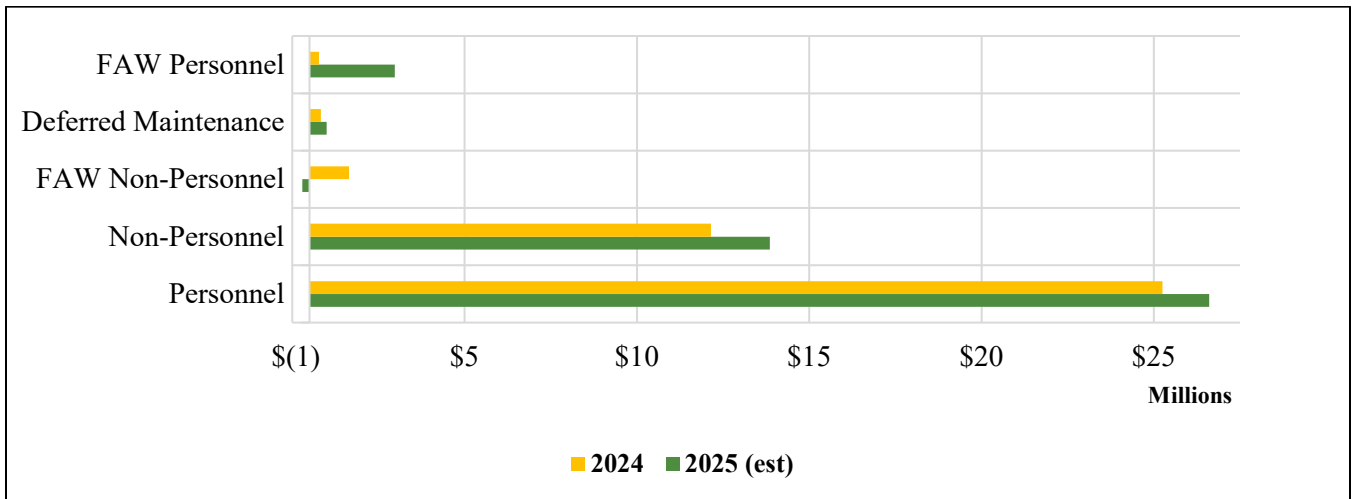


Ms. Boskas noted the budget was being developed with an expected tax increase. The City received preliminary net taxable values from both Galveston County Appraisal District (GCAD) and Harris County Appraisal District (HCAD). She noted that estimated taxable value was at six point one billion dollars (\$6.1 B), which is up five hundred and ninety-eight million dollars (\$598 M). Five point nine million dollars (\$5.9 M) of that value would go to tax debt service obligations.

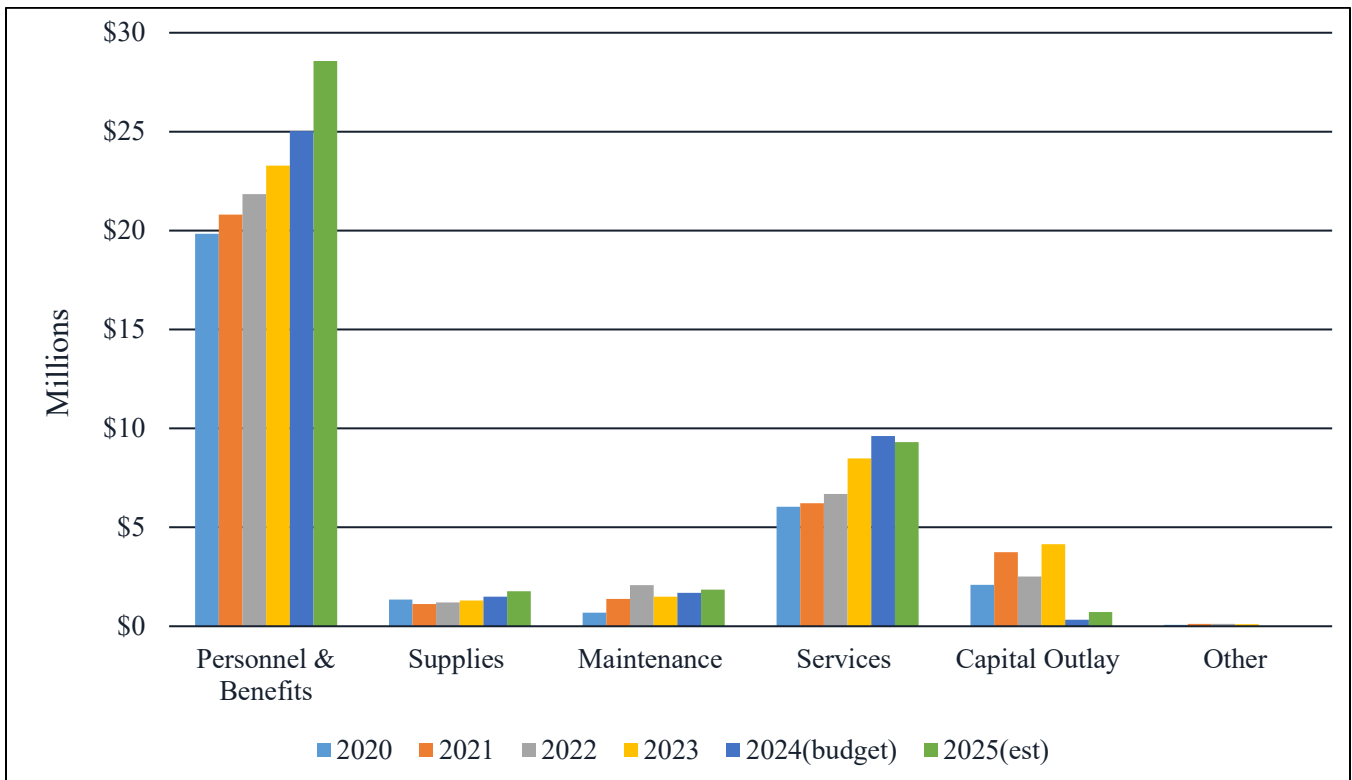
The General Fund expenditures were presented to be forty-two point two million dollars (\$42.2 M). Ms. Boskas presented the following charts to further illustrate those expenditures:

| <b>PERSONNEL \$28.6M<br/>(UP \$3.5M)</b> |        |
|------------------------------------------|--------|
| EMS Personnel Onboarding                 | \$2.4M |
| Merit and Salary Adjustment              | 4%     |
| Health & Dental Increase                 | 4-5%   |
| Police 12-Hr Shifts                      | \$305K |
| FAW Parks Maintenance Worker             | \$88K  |

| <b>NON-PERSONNEL \$13.6M<br/>(UP \$513K)</b> |           |
|----------------------------------------------|-----------|
| Operational Impact                           | 5%        |
| G.O. Bonds and Grants Impact                 | \$66K     |
| Deferred Maintenance                         | \$500K    |
| EMS Contract Elimination                     | (\$1.02M) |
| FAW Vehicles (PR, PD, ENG)                   | \$206K    |



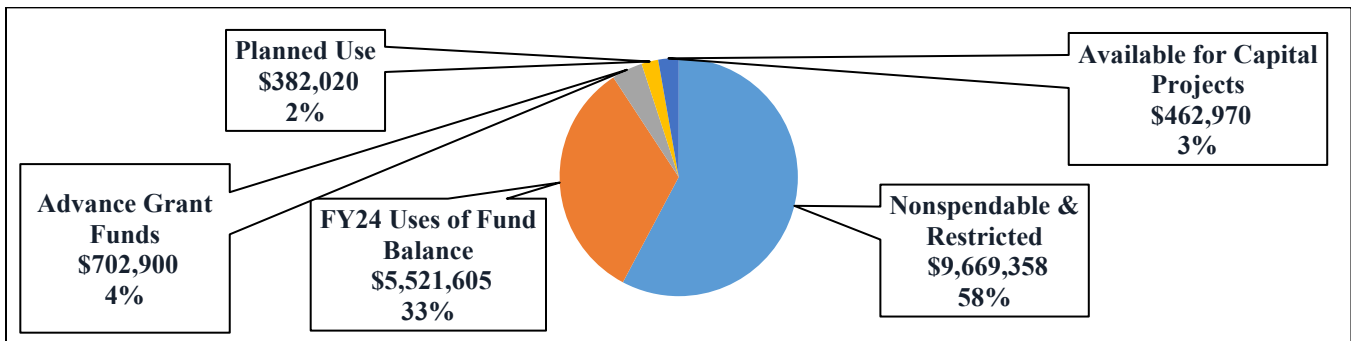
### GENERAL FUND - EXPENDITURES BY CATEGORY



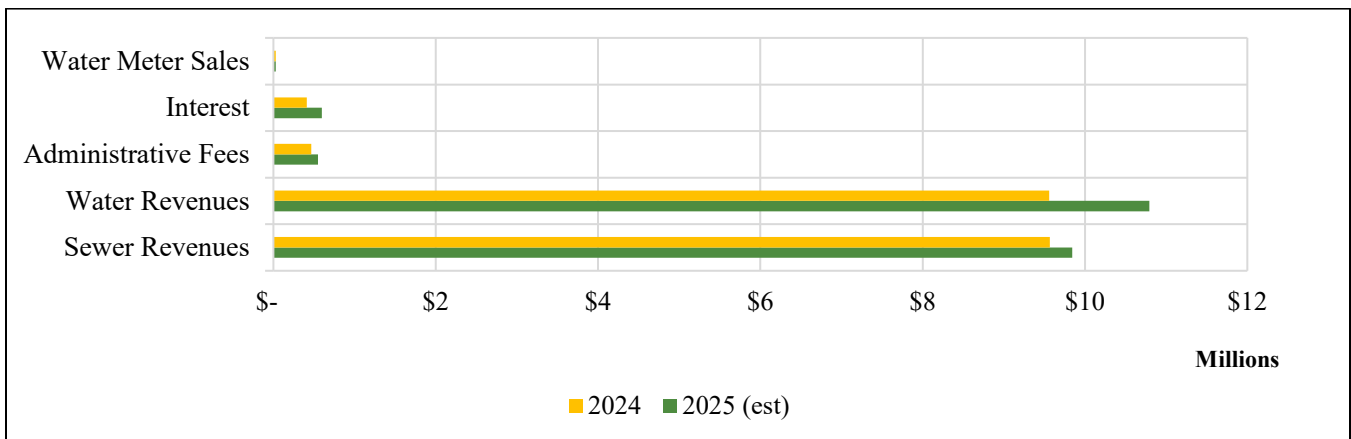
## TAX RATE ANALYSIS WITH DEBT ISSUANCE



## GENERAL FUND – FUND BALANCE ~ \$16.7M



The Water and Sewer Fund revenues were presented to be twenty-one point eight million dollars (\$21.8 M). Ms. Boskas provided the following chart to further illustrate the fund's revenues:



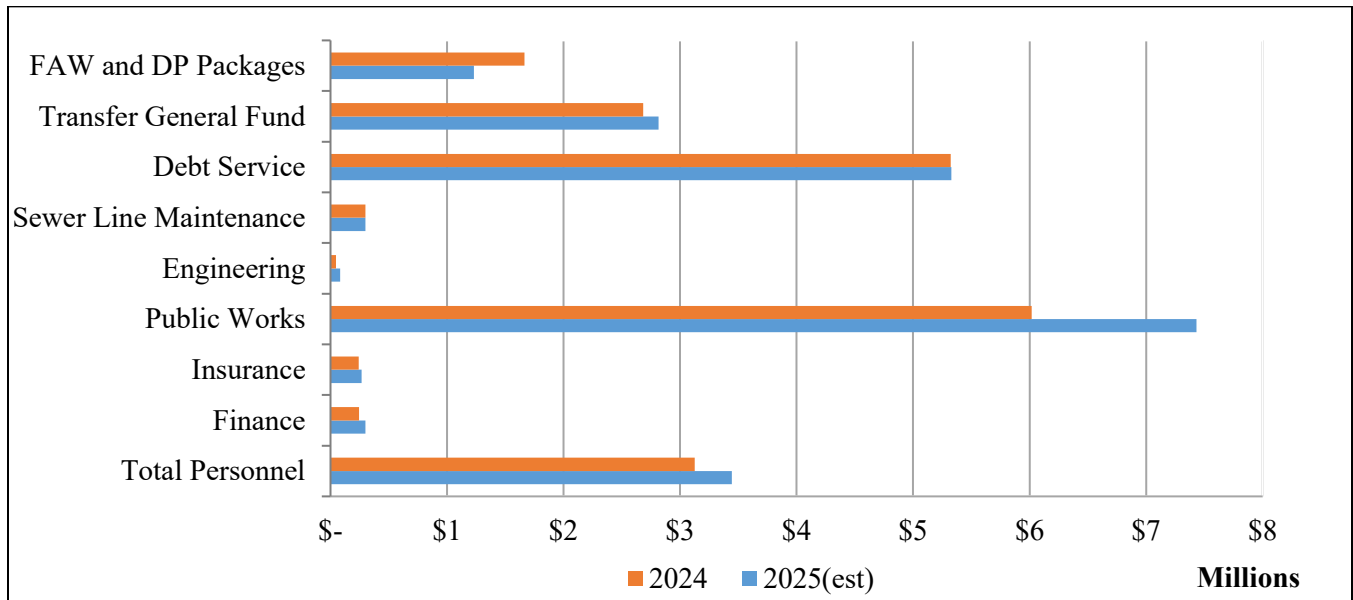


The Water and Sewer Fund expenditures were presented to be twenty-one point two million dollars (\$21.2 M). Ms. Blosskas presented the following charts to further illustrate those expenditures:

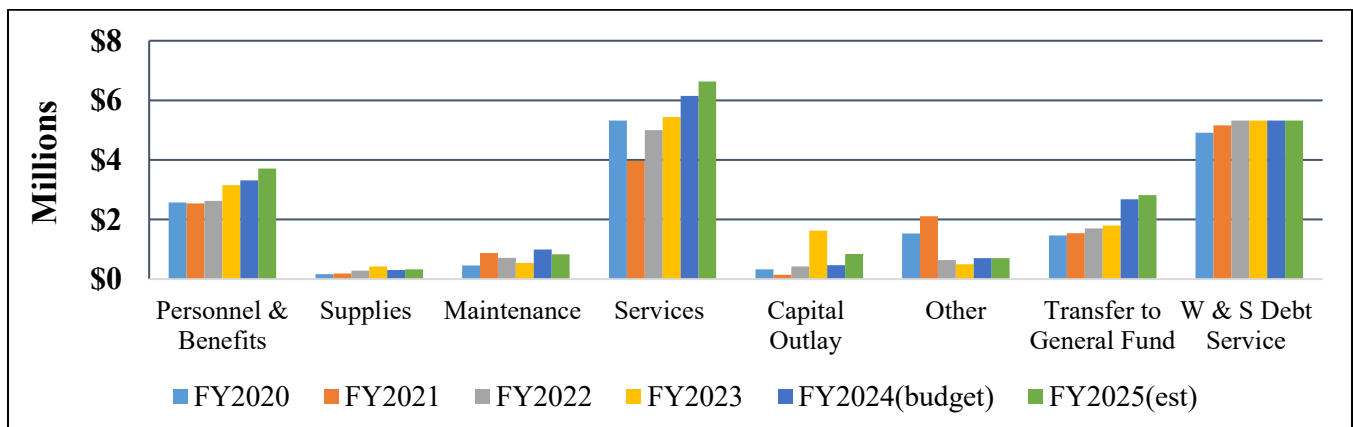
| PERSONNEL \$3.4M                          |        |
|-------------------------------------------|--------|
| All Personnel Costs<br>(Est. Increase 4%) | \$133K |

| PRELIMINARY – ALL FUNDED |        |
|--------------------------|--------|
| Decision Packages        | \$825K |

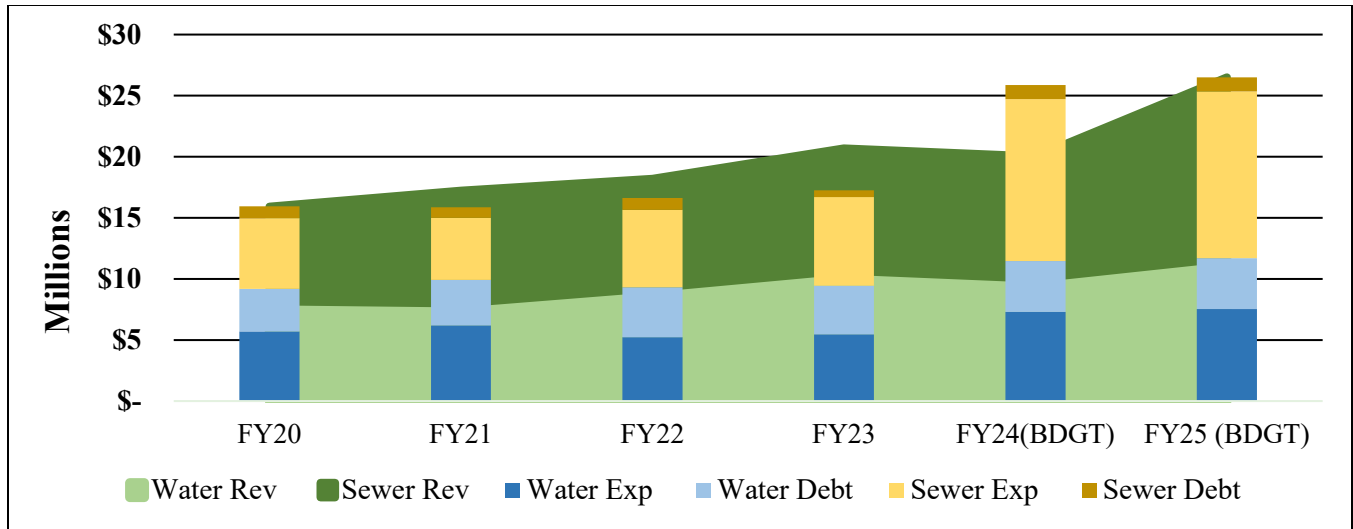
| NON-PERSONNEL \$17.0M               |        |
|-------------------------------------|--------|
| Current Services                    | \$8.2M |
| FAW-Insurance                       | \$27K  |
| FAW-Purchased Water Rate Increase   | \$93K  |
| FAW-Blackhawk Wastewater Operations | \$287K |
| Sewer Line Maintenance              | \$300K |
| Debt Service Obligations            | \$5.3M |
| Transfer to General Fund            | \$2.8M |



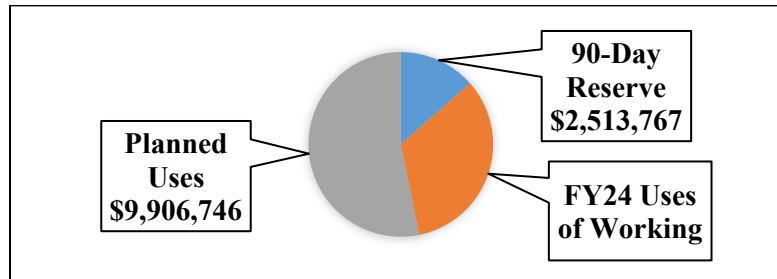
### WATER AND SEWER FUND – EXPENDITURES BY CATEGORY



## WATER & SEWER FUND UTILITY REVENUE & EXPENDITURE COMPARISON



## WATER & SEWER WORKING CAPITAL ~ \$17.8M



As of June 3, 2024, Ms. Blosskas noted the net balance for their working capital is negative seven hundred seventy-two thousand one hundred and thirty-five dollars (-\$772,135). To close the discussion on the City of Friendswood FY2024-2025 Budget, Ms. Blosskas presented the following key dates as their next steps:

- Proposed Budget Delivered – 08/01/2024
- Budget Work Session – 08/05/2024
- Proposed Budget Public Hearing (Special Meeting) – 08/26/2024
- Public Hearing on Tax Rate – 09/09/2024
- Budget and Tax Rate Adoption – 09/09/2024

At 11:11 A.M., Councilmember Griffon stepped out of the meeting and later returned at 11:13 A.M.

At 11:17 A.M., Mayor Foreman recessed the meeting for a short break and later reconvened at 11:25 A.M.

Upon the meeting reconvening, Police Chief Josh Rogers provided the following updates to Council on current City of Friendswood Police Department affairs:

- Challenges with Retention/Recruitment
- 8 to 12-Hour Shift Changes
- Staffed at 66 (67 Total – 1 position vacant)
- Officer Mental Health
- Policy Accreditation/Training Requirements
- Flock Systems/License Plate Recognition Cameras (Around 30 total)

At 11:50 A.M., Mayor Foreman recessed and convened into an Executive Session pursuant to Section 551.071 of the Texas Government Code to consult with the City Attorney regarding legal issues concerning the current and future operations, plans, budgets, rules, policies, and/or goals for the City of Friendswood.

At 1:14 P.M., Mayor Foreman reconvened the meeting and announced that, in accordance with Section 551.102 of the Texas Government Code, no action was taken in the Executive Session.

## **6. ADJOURNMENT**

With there being no further business to discuss, Mayor Foreman adjourned the June 22, 2024, City Council Special Meeting at 1:15 P.M.

---

Mike Foreman, Mayor

Attest:

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Leticia Brysch, City Secretary

**FRIENDSWOOD CITY COUNCIL  
AGENDA ITEM FORM**

This form should be completed and forwarded to the City Manager's Office as soon as possible prior to the first date that the item is expected to be placed on the Friendswood City Council agenda.

Date requested for City Council consideration: July 1, 2024

Date submitted: 06/18/2024

Prepared by: Karen Horner, City Attorney

Subject: Recess into and conduct an executive session pursuant to Section 551.071 of the Texas Government Code to seek the advice of the City's attorneys regarding Cause No. 18-CV-0108; *Tostado v. City of Friendswood*, in the 122nd Judicial District Court, Galveston County, Texas.

Originating Department: City Attorney

Degree of importance:

|                                              |
|----------------------------------------------|
| SUMMARY / ORIGINATING CAUSE                  |
| IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY |
| RECOMMENDATIONS                              |
| ATTACHMENTS                                  |